

**REGULAR MEETING OF THE PLANNING & ZONING COMMISSION
TUESDAY, June 13, 2017 @ 4:00 P.M.
HELD AT CITY COMMISSION CHAMBER, 214 SOUTH LOVE STREET**

PURPOSE OF MEETING:

- Consider recommendation for one way traffic control change of direction, for the alley West of Main Street between Central Avenue and Washington Avenue
- Consider recommendation for parking time limits on the South side of Avenue K, between 6th and 9th Streets

PRESENT: Chairman Randy Pettigrew, Vice Chairman Betty Price, Members Clint Laughrin, and Kallie Windsor.

NOT PRESENT: Member: Abel Cabello, Joel Gomez, and Bobby Kimbro

ALSO PRESENT: Planning and Zoning Coordinator Crystal Ball, City Attorney Lewis Cox, Public Works Director Wyatt Duncan, Fire Inspector Michael Ontiveros, Code Enforcement Laura Brock, City Clerk Anna Juarez, and Administrative Assistant Joanna Barrera

CALL TO ORDER: The meeting was called to order by Chairman Kallie Windsor at 4:08 p.m.

REORGANIZATION: Member Price nominated Vice Chairman Randy Pettigrew for Chairman; Member Laughrin seconded; Member Laughrin nominated Member Betty Price for Vice Chairman. Member Windsor seconded.

APPROVAL OF AGENDA: Chairman Pettigrew called for a motion. Member Windsor so moved to approve agenda as presented; Member Laughrin seconded. Motion was approved.

APPROVAL OF REGULAR MINUTES OF MARCH 14, 2017 AND WORK SESSION MINUTES OF APRIL 06, 2017: Chairman Pettigrew called for a motion. Vice Chairman Price so moved to approve the regular meeting minutes of March 14, 2017 and Work Session Minutes of April 06, 2017. Member Laughrin Seconded. Motion was approved.

NON-ACTION ITEMS:

Staff report for the number of carports in Zone A which have visible code violations: Planning and Zoning Coordinator Ball provided members with a report showing carport issues in A Zone and informed members that the biggest issues are detached carports and property line issues. Members discussed information on report and discussed issues with residents not complying with codes and regulations. Planning and Zoning Coordinator Ball's recommendation is that all carports must conform to the current code, be State and City permitted.

Staff information on the granting of variances: Planning and Zoning Coordinator Ball provided members with information on criteria for variance approval. Vice Chairman Price asked Attorney Cox if it is possible to legally enforce residents to take down their non-

complying structures; City Attorney Cox informed members that it is possible to do so.

Report from Randy Pettigrew, non-action item with City Commission from May 22, 2017:

Chairman Pettigrew informed members that he attended the City Commission Meeting on May 22, 2017 to get direction from Commissioners on if ordinance shall be changed or if variances should be granted or not granted. Chairman Pettigrew informed members that City Commission suggested having a Work Session to discuss topic with City Commission Board, Planning and Zoning Board and Citizens. Members viewed map with zoning areas and discussed how different zones have different requirements.

Paula Vancleve stated she does not see how ordinance could be enforced due to so many residents not being under compliance. Ms. Vancleve suggested option to be given to residents to keep their carports or structures and that public must be informed that permits for structures are required; Ms. Vancleve suggested information to be put in the water bill.

Cassie Pratt informed commissioners she received a ticket for non-compliance with her carport that was built prior to purchasing her home. Ms. Pratt had turned in paper work that had been requested to Planning and Zoning and did not receive further information or request from Planning and Zoning; so she believed she was under compliance. Planning and Zoning Coordinator Ball informed Ms. Pratt that she will review her file and provide her with information she has.

ACTION ITEMS:

Consider recommendation for one way traffic control change of direction, for the alley West of Main Street between Central Avenue and Washington Avenue: Planning and Zoning Coordinator Ball informed members that the owners of the Cornerstone Coffeehouse (located at 111 N Main Avenue) has requested that the City changes the direction of one way traffic in the alley West of Main Street between West Central Avenue and West Washington Avenue. This alley currently has one way traffic control from South to North. Owners want to open up a drive thru location for their business in the alley. Planning and Zoning Coordinator Ball informed members that she provided a list to Cornerstone Coffeehouse owners of items that they would need to comply with if approval was to go into effect. Hope Moreno, Corner Stone Coffeehouse owner, informed members that she is making adjustments to her restaurant so that her drive thru plan may take effect. Members discussed issues that may arise with traffic that passes through the alley, as well as alley maintenance that would need to take place. Diane Adams informed members that there is a big pot hole in the alley behind her shop and someone may get hurt. City Manager Williams informed members that he will need to get direction if alley is constituted an ingress or egress. Planning and Zoning coordinator Ball recommended that Hope Moreno coordinates with local bank and other property owners since the alley is used as access to their location. Member Price made a motion to table consideration to recommend for one way traffic control change of direction, for the alley West of Main Street between Central Avenue and Washington Avenue until City Attorney is able to provide direction. Member Laughrin seconded.

Consider recommendation for parking time limits on the South side of Avenue K, between

6th and 9th Streets: City Manager Williams informed members that school staff has requested a two-hour limit for parking be placed on the south side of West Avenue K, between 9th Street and 6th Street. The reason for this is to enhance pedestrian safety within the school zone. City Manager Williams presented a parking plan to members which identified parking zones. City Manager Williams informed members that enforcement would be conducted by the School Resource Officer. Violations of the parking limit would create citations; the City will not tow vehicles. Bill Lewis informed members that two hour parking is requested to enhance safety for students and pedestrians. Member Laughrin informed members that the two hour parking limit may create an issue with students parking across the street in front of resident's homes. Chairman Pettigrew called for a motion; Vice Chairman Price so moved to approve recommendation for parking time limits on the South side of Avenue K, between 6th and 9th Streets; Member Windsor seconded. With no further discussion, all Aye with the exception of Member Laughrin voting no; Motion was approved.

PUBLIC COMMENT:

Diane Adams informed members that abandoned building on Central Street is in a very bad condition; roof is collapsed. Mrs. Adams stated the building is accessible and that she is concerned for the safety of children and residents. Code Enforcement Supervisor Brock informed Mrs. Adams that she will address the issue.

Member Laughrin asked members for suggestions on addressing Planning and Zoning members who have not been attending meetings.

City Manager Williams informed members that attendance matter will be brought up to City Commission.

ADJOURNMENT: There being no further business, Chairman Pettigrew called for a motion to adjourn. Vice Chairman Price so moved to adjourn meeting; Member Laughrin seconded. Meeting adjourned at 5:37 p.m.

APPROVED: _____

CHAIRMAN, RANDY PETTIGREW

ATTEST: _____

VICE CHAIRMAN, BETTY PRICE