

**REGULAR MEETING OF THE PLANNING & ZONING COMMISSION
MONDAY, JANUARY 6, 2014 @ 4:00 P.M.
HELD IN CITY COMMISSION CHAMBERS, 214 SOUTH LOVE STREET**

PURPOSE OF MEETING:

- Consideration of Approval of Carport Variance at 1302 W. Jackson
- Consideration of Approval of Alley Vacation at 1502 S. Main Street
- Discussion of Off Street Parking Ordinance
- Discussion of Metal Carports
- Discussion of Summary Plat Approvals

PRESENT: Members: Chairman Kallie Richards, Randy Pettigrew, Abel Cabello, Betty Price and Bobby Kimbro

NOT PRESENT: Members: Vice Chairman Lynda Kreybig and David Lynch,

ALSO PRESENT: City Manager James Williams, City Attorney Patrick McMahon, Fire Chief Terrance Lizardo, Assistant City Manager Jared Cobb, City Clerk Carol Ann Hogue, Code Enforcer Laura Brock and Administrative Assistant Imelda Gutierrez.

CALL TO ORDER: The meeting was called to order by Chairman Kallie Richards at 4:00 p.m.

APPROVAL OF AGENDA: Chairman Richards called for a motion to approve the agenda as submitted. Member Kimbro so moved to amend the agenda and add a discussion item: Discussion of Annexation - 34 acres on the SE corner of Jefferson & 17th St and 20 Acres on the East side of Reed Road. Member Pettigrew seconded. Motion was approved.

APPROVAL OF REGULAR MINUTES OF NOVEMBER 4, 2013: Chairman Richards called for a motion to approve the regular minutes of November 4, 2013. Member Price so moved to approve the minutes a submitted. Member Kimbro seconded. Motion was approved.

ACTION ITEMS:

CONSIDERATION OF APPROVAL OF CARPORT VARIANCE AT 1302 W. JACKSON: Chairman Richards called for a motion to approve the carport variance at 1302 W. Jackson. Jose Perez requested a carport variance to be 625 (25x23) square feet for a 3 car-carport. Mr. Perez already has a three (3) car garage and owns three (3) lots. The Municipal Code 17.20.40 B- which limits carports to no longer than 480 square feet or 20 feet long & 24 feet wide. City Manager Williams mentioned that a letter was sent out to neighbors at 100 feet from the property. Member Kimbro so moved. Member Cabello seconded. Motion was approved.

CONSIDERATION OF APPROVAL OF ALLEY VACATION AT 1502 S. MAIN STREET: Chairman Richards called for a motion to approve the alley vacation at 1502 S. Main Street. Mike Taylor requested an alley vacation between lot 107 and 110. Allsup's is interested in expanding their commercial business and would like to purchase the land to add a diesel station, if the City is willing to vacate the alley easement. Member Price so moved. Member Pettigrew seconded. Motion was approved.

NON ACTION ITEMS:

DISCUSSION OF OFF STREET PARKING ORDINANCE: City Manager Williams stated that the City has been directed by Commission to bring the off street parking ordinance back to the Planning & Zoning Board for modification and clarification. Any changes to the ordinance, if approved by Commission, will require re-notification of property owners in Zones A and B. Commissioner Granath did submit some suggestions. One suggestion is to split the ordinance as follows: “Off Street Parking of Commercial Vehicles in Residential Zone” and the other is “Off Street Parking Non-Commercial Vehicles.” The first intent of this ordinance was to remove commercial vehicles from residential areas. Mayor Drummond mentioned that dividing into two would be a good idea. Pete Rasmussen asked if he could build an eight (8) feet fence. Clint Laughrin stated that the City should allow a four (4) inch concrete instead of a six (6) inch concrete because it would be too expensive for many residents. Jerry Williams mentioned that a four (4) inch concrete with mesh is better than a six (6) inch of concrete. Sherron Little recommends that the City split the ordinance.

DISCUSSION OF ANNEXATION: Khalid Farooq addressed the members to discuss the annexation of 34 acres on the Southeast of 17th & Jefferson and 19.9 acres, Eastside of Reed Road. Mr. Farooq would like that the acres on 17th Street to be Zone B – Multi-family residential zone. Chairman Richards stated that they will bring back to the regular meeting on February 3, 2014 to take action. City Attorney McMahon stated that it would be a good idea to notify the residents from that area and property owners to let them know of the changes and maybe annex in their properties if they wish at the same time.

DISCUSSION OF METAL CARPORTS: Assistant City Manager Cobb stated they have received several requests for permitting free standing metal carports. These are typically constructed with steel framing; a polyethylene, steel, or aluminum roof; and may be certified to withstand winds of up to 90 mph currently they are not allowed per City Ordinance, if the Commission is interested, the City will conduct additional research and prepare an amendment for discussion at a future meeting. Chairman Richards requested the State Codes and the City Codes for the next regular meeting or workshop. Member Price stated that the metal carports are nice and do help to cover the vehicles. Code Enforcer Brock will check for more information with the State Inspector Skip Connolly. Member Pettigrew asked Code Enforcer Brock if she has notified the owners about the issue. Mrs. Brock said she was trying to get directions on how to go about this situation.

DISCUSSION OF SUMMARY PLAT APPROVALS: Assistant City Manager Cobb stated that the Municipal Code includes an alternate summary procedure which permits the City Manager or designee to approve plats that meet the following requirements:

- Subdivisions of not more than three parcels of land or subdivisions where the combination or recombination of portions of previously platted lots does not increase the number of lots.
- No additional streets, alleys, or easements for utilities, or if required the additional property must be shown on the plat as “Herein Dedicated”.

The approved summary plats for November 2013 are:

- Main Street and Birch Avenue
- 306 & 310 W. Avenue F.

The approved summary plats for December 2013 are:

- Solar Addition, Blocks 1 & 4, North of Avenue D, West of Lovington Square

OTHER COMMENT:

Member Pettigrew just clarified about a comment he made at the Commission Meeting on Monday night regarding Ordinance 512 – Off Street Parking. The fact is that things have changed and if the public has an opinion or if the Commission does not approve the ordinance it's not an issue for him. Mr. Pettigrew's concern is that are the Commissioners reading the material on the agenda before they attend the meetings.

City Manager Williams asked the members to set a date for a work session and a regular meeting. The work session will be Tuesday, January 21, 2014 at 3:30 p.m. and the regular meeting will be Monday, February 3, 2014 at 4:00 p.m.

City Attorney McMahan mentioned to the members to keep in mind when making changes to keep in mind the "Quality of Life" and "Health Issues".

ADJOURNMENT:

Member Price made the motion for adjournment at 6:05 p.m. Member Pettigrew seconded.

APPROVED: _____
CHAIRMAN RICHARDS

ATTEST: _____
MEMBER PETTIGREW