

MINUTES OF THE MEETING OF THE PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS, AT CITY HALL, 1212 AVENUE M, HUNTSVILLE, TEXAS ON THE 18TH DAY OF FEBRUARY, 2016 AT 5:30 PM.

Members present: Woods; Barry; Hilton; Johnston; Durda; Anderson; Cummings
Members absent: None
City staff present: Kulhavy; Ridley; Moss

1. CALL TO ORDER

- a. *This meeting was called to order by Chairman Johnston. [5:30PM]*

2. PLEDGE OF ALLEGIANCE

- a. **U.S. Flag**
b. **Texas Flag**

3. INVOCATION

Commissioner Anderson led the invocation

- 4. PUBLIC HEARING** to take testimony concerning a Conditional Use Permit application for a service/gas station to be located at 231 SH 75 N, Huntsville, Texas.

Aron Kulhavy announced that there were no applicant/owner representatives present and recommended that the public hearing be tabled until representatives are in attendance to present their case. In the event that the item is postponed, no public comments could be taken at this time. The Commission discussed moving agenda item thirteen, Public Comments, to immediately after a motion to table the public hearing for the Condition Use Permit, rather than have the citizens present having to wait until near the end of the meeting to express their concerns and/or opinions regarding the proposed project.

Commissioner Anderson motioned to postpone the Public Hearing concerning a Conditional Use Permit application for a service/gas station to be located at 231 SH 75 N, Huntsville, Texas, with the provision that the postponed date be the final chance for the applicant to bring the case before the Commission for Public Hearing and Consideration. Second was by Commissioner Barry. The vote was unanimous.

- 5. CONSIDER** the Conditional Use Permit application for a service/gas station to be located at 231 SH 75 N, Huntsville, Texas.

Item was skipped due to the postponement of the public hearing in item four.

13. PUBLIC COMMENTS

Public Comments were moved to this place in the agenda to facilitate the citizens in attendance wishing to comment regarding agenda item four.

- i. Carol Barrett, adjoining property owner, requested that the commission consider a greenbelt or buffer zone around their property for their privacy and continued peace at such time development may occur.
- ii. Charles Carlow, expressed concerns regarding drainage affecting his property and the possible increase of traffic on Bush Drive, a narrow residential street. He did not express opposition to the project, only that the issue of drainage and traffic be addressed so as to not negatively impact his property and the neighborhood.
- iii. Charles Smither, Jr. expressed his opinion as to new development versus harm to neighborhoods and citizens, pointing out that the updated Development Code has nine different uses which require Conditional Use Permits if located within 200 feet of a Neighborhood Conservation District. He feels that rules must be fair for everyone, (M District property owner as well as NC District neighborhood).

- iv. Diane Neudorf expressed a desire to see more detailed information about the proposed development as she does not want the service/gas station to be visible from her home, nor does she want the lights to shine on her property.

6. **CONSIDER** the minor plat of Gary L. Oden Property located on FM 2929 in the ETJ of the City of Huntsville.

Aron Kulhavy gave an overview of the plat per the Discussion Form noting that the plat is a subdivision of a 13.38 acre tract located in the ETJ for the creation of one lot, one (1) acre in size, with an existing house to be deeded to a family member. It requires consideration by the commission because the width of proposed Lot 1 does not meet the lot width requirement per the Development Code; the length of the staff for access to the remaining 12.39 acre Unrestricted Reserve exceeds the length permitted; and the subdivision does not meet the sanitary sewer and fire protection requirements per the Code. Staff recommends approval of the plat because it meets the required findings to grant waiver of certain the subdivision regulations of the Development Code.

Commissioner Hilton moved to approve the minor plat of Gary L. Oden Property located on FM 2929 in the ETJ of the City of Huntsville with provisions that waiver of subdivision standard be granted for lot width, flag staff length, and sanitary sewer and fire protection. Second was by Commissioner Woods. The vote was unanimous.

7. **CONSIDER** the minor plat of Edward L. Allen 0.803 Ac. Tract located at 1413, 1415, and 1419 Sycamore Avenue, within the City Limits of Huntsville, Texas.

Aron Kulhavy gave an overview of the plat per the Discussion Form, noting that this plat is similar to a previously presented plat in the sense that it is combining several lots on Sycamore Avenue into one tract for future development with dedication of additional right- of- way for Sycamore Avenue. In addition to the 11.77 foot wide strip of right-of-way being dedicated, there is dedication of additional utility easement width to the existing utility easement located near the back of the property. This plat does meet the Development Code standards, and staff recommends approval of the plat.

Commissioner Hilton moved to accept the plat as presented. Second was by Commissioner Anderson. The vote was unanimous.

8. **CONSIDER** the final plat of Cottages at Ravens Corner located at 1495 Veterans Memorial Parkway, within the City Limits of Huntsville, Texas.

Aron Kulhavy gave an overview of the plat per the Discussion Form. The final plat document is consistent with the Preliminary Plat with the exception of one change that negated the need for one of the variances which was granted per the approval of the Preliminary Plat. (The variance for minimum side setback and minimum distance between series of rowhouses in not needed as the lot configuration was changed for the Final Plat.) There are no major issues with the plat at this time, but the construction plans for the public improvements are still under review by the City Engineer. Staff recommends conditional approval of the plat based upon the final acceptance of the public improvement construction plans for the subdivision by the City Engineer. This may take up to two weeks.

Commissioner Hilton moved to conditionally approve the final plat of Cottages at Raven Corner located at 1495 Veterans Memorial Parkway, within the City Limits of Huntsville, Texas, pending final approval of the engineering drawings and any other outstanding items. Second was by Commissioner Barry. The vote was unanimous.

9. **CONSIDER** the revision of the City of Huntsville, Planning and Zoning Commission Rules and Procedures, (current Rules and Procedures adopted on June 15, 2009).

Aron Kulhavy presented revised draft the Commission the Rules and Procedures. The Commission made note of a few minor corrections to be made.

Commissioner Woods moved to adopt the revised Planning Commission Rules and Procedures as corrected. Second was by Commissioner Hilton. The vote was unanimous.

10. CONSIDER the minutes of the February 4, 2016 joint workshop with City Council.

Commissioner Hilton made note that Item one and Item three should not have a coma after Mayor Brauning.

Commissioner Woods made motion to accept those minutes as corrected. Second was by Commissioner Hilton. The vote was unanimous.

11. CONSIDER the minutes of the February 4, 2016 Planning Commission meeting.

Commissioner Hilton moved to accept the minutes of the February 4, 2016 Planning Commission meeting as presented. Second was by Commissioner Barry. The vote was unanimous.

12. DISCUSS the Development Code requirements for existing Mobile Home/Manufactured Housing Parks and Manufactured Housing Units on individual lots outside of parks.

Aron Kulhavy presented the Commission with Discussion Forms to consider options for Existing Mobile/Manufactured Home Parks and New Homes Outside of Mobile/Manufactured Home Parks or Manufactured Home Subdivisions.

Presented Options for Existing Mobile/Manufactured Home Parks:

- i.* All existing homes, regardless of age, should be **skirted**.
- ii.* Require a **screen or buffer** surrounding the park.
- iii.* Require a **paved impervious surface** for emergency vehicle access.
- iv.* Require **screening** around dumpster areas.
- v.* Require outside **signage** that includes name and address.
- vi.* Require outside **lighting** at a rate similar to that of subdivision lighting standards

Presented options for New Homes Outside of MH Parks or MH Subdivisions:

- i.* Require homes to be no older than **20 years**.
- ii.* Require an outdoor **storage building**.
- iii.* Require that homes have a minimum size.
- iv.* Maximum number of MHs allowed per property is two (2).

After much discussion, The Commission agreed in concept with all of the above options except that Commissioner Anderson requested the lighting for existing MH Parks should be required to be **equal** to that of subdivision lighting standards. Staff will begin work on drafting the language for revision of the Development Code.

(13.) PUBLIC COMMENTS

(Moved to earlier in the meeting – after agenda items four and five)

14. ITEMS OF COMMUNITY INTEREST

- i.* *The Chamber of Commerce Trade/Business Expo will be held on March 3rd.*
- ii.* *Early Voting has begun.*
- iii.* *Commissioner Anderson requested prayers for his niece and her family who was diagnosed with inoperable liver and colon cancer and is currently in hospice.*

15. ADJOURNMENT

Commissioner Woods made a motion to adjourn. Second was by Commissioner Durda, et al. The vote was unanimous. [7:18PM]