



MEETING MINUTES

Date and Time: July 21, 2011
5:15pm

MEMBERS PRESENT:

Keith Williams, Vice-Chairperson
Dennis Caka, Secretary
Jeff Bauknight
Richard Janecka
Dan Mikulenska
Louise Hull-Patillo
Omar Rachid
Sharon Steen

STAFF PRESENT:

Development Services:
Ray Miller, Deputy Director
Jared Mayfield, Deputy Director
Monica Leal, Development Coordinator

City Attorney's Office:

Linda Champion, Asst. City Attorney
Charmelle Garrett, City Manager

MEMBERS ABSENT:

Donna Rodriguez, Chairman

A: CALL TO ORDER – Meeting was called to order at 5:18pm by Mr. Williams.

B: APPROVAL OF MEETING MINUTES

The May 19, 2010 Regular Meeting Minutes were approved as delivered. Mr. Bauknight motioned to approve minutes, seconded by Mr. Janecka. Motion passed.

C: CITIZEN COMMUNICATION – None

D: DEVELOPMENT REVIEWS/FORMAL ACTION

1. **CONSIDER APPROVAL OF AN EXTENSION TO THE RECORDING REQUIREMENTS FOR A FINAL PLAT AND THE EFFECTIVE PERIOD OF THE PRELIMINARY PLAT FOR ORIGINAL TOWNSITE RESUBDIVISION NO. 68** – final plat; 1.33 acres, 15 lots, 1 block; Townhouse Residential use; see plat for addressing; Donald Elder (owner); Urban Engineering (consultant); plat #090501; received 05/26/2009; extension requested 05/23/2011.

a. **Planning Staff Briefing**

Ms. Leal reported that due to the economy the property owner is requesting an extension for this plat. The plat was approved by Planning Commission on May 26, 2009. The first extension was granted on June 17, 2010. Staff recommends granting the additional one year extension.

- b. Extension Deliberations:
Mr. Caka stated a concern because the letter requesting the extension was signed by Jennifer Houston and not the property owner, Don Elder. Ms. Champion, Asst City Attorney, stated that Ms. Houston is the agent for Mr. Elder and therefore was able to sign the request.

Mr. Janecka asked if we had seen any plans for these townhomes. Ms. Leal stated that we have not received plans.

Mr. Rachid made a motion to approve the extension, seconded by Mr. Mikulenka. Motion passed unanimously.

- 2. **HALL'S ADDITION RESUBDIVISION NO. 6** – final plat; 0.483 acres; 3 lots, 1 block; patio-home residential use; 1206, 1208, & 1210 Glass Street; Linda J. Hankins (owner); Associated Engineers & Surveyors (consultant); plat# 110602; received 6/27/11.

The applicant requested two (2) variances to the City Code:

- 1. Section 21-82(e)(5) which requires a minimum exterior side yard setback of 15 feet.
- 2. Section 21-82(e)(9) which requires a minimum number of four (4) lots in a patio home project.

- a. Planning Staff Briefing by Monica Leal

The subject property is a vacant lot at the corner of Glass and Nueces Streets. The plat has two variance requests that would allow for a reduced exterior side yard of 10 feet on Nueces St, and a minimum of three (3) patio home lots. There is not enough street frontage on Glass St. to allow for four patio homes to be built. A shared access easement will be provided from Nueces Street in order to allow for access to all lots. No driveway access will be allowed on Glass Street.

- b. Variance Public Hearing – None

- c. Variance Deliberations –

Motion to approve the variances was made by Ms. Hull-Patillo and seconded by Ms. Steen. The motion passed unanimously.

- d. Final Plat Deliberations –

Motion for approval of Final Plat made by Ms. Hull-Patillo, seconded by Mr. Caka Motion Passed

- 3. **STALLION VICTORIA LOT 1** – preliminary and final plat; 22.01 acres; 1 lot, 1 block; Industrial use; 10205 U.S. Highway 59 North; Stallion Oilfield Services Ltd., a Texas Limited Partnership (owner); Urban Engineering (consultant); plat# 110604; received 06/27/11.

- a. Planning Staff Briefing by Monica Leal

The proposed plat is located on the southwest side of US Highway 59 North, adjacent to Dragon Industries and Gateway to the Gulf RV Park. A water line extension will be required to serve the property. The proposed plat is in compliance with the minimum requirements for industrial use contained within the Subdivision and Development

Regulations. Staff recommends approval of the preliminary and final plat for Stallion Victoria Lot 1.

b. Preliminary Plat Public Hearing – None

c. Preliminary and Final Plat Deliberations

Mr. Caka asked who will pay for the water lines to be extended. Ms Leal stated that is the developer's responsibility.

Motion to approve the preliminary and final plats was made by Mr. Janecka and seconded by Mr. Caka. Motion Approved.

4. **BGS DEVELOPMENT PHASE II** – final plat; 20.10 acres; 3 lots, 1 block; Industrial use; 56, 118, & 178 Lone Star Road; BGS Development LLC. (owner); CivilCorp (consultant); plat# 110605; received 06/27/11.

a. Planning Staff Briefing by Monica Leal

This property is within the city's 3.5 mile Extra-Territorial Jurisdiction (ETJ). The property is proposed to be subdivided into three (3) industrial lots ranging in size from 4.84 – 5.70 acres. Utilities will be by private water well and septic systems. Storm water will be directed into an existing ditch. Lone Star Road is proposed to be extended to provide access to these three lots.

b. Final Plat Deliberations

Mr. Rachid made a motion to approve the final plat; seconded by Mr. Mikulenska. Motion Approved.

E: OTHER BUSINESS

1. Development Services Monthly Development Report – Mr. Miller addressed the information in the monthly report.

F: ITEMS FROM PLANNING COMMISSIONERS – None.

G: ADJOURNMENT – Motion to adjourn was made by Ms. Hull-Patillo and seconded by Mr. Bauknight. The meeting adjourned at 5:50 p.m.

APPROVED: _____
Donna Rodriguez, Chairperson
Victoria Planning Commission

APPROVED: _____
Dennis Caka, Secretary
Victoria Planning Commission