



MEETING MINUTES

Date and Time: November 17, 2011
5:20pm

MEMBERS PRESENT:

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

STAFF PRESENT:

Development Services:
John Kaminski, Director
Jared Mayfield, Deputy Director
Monica Leal, Development Coordinator

City Attorney's Office:

Linda Champion, Asst. City Attorney
Thomas Gwosdz, City Attorney

MEMBERS ABSENT:

Donna Rodriguez, Chair

A: CALL TO ORDER – Meeting was called to order at 5:20p.m. by Mr. Williams, Vice-Chairperson.

B: APPROVAL OF MEETING MINUTES

Mr. Rachid motioned to approve the October 20, 2011 Regular Meeting Minutes with a correction to Item D:1 to show Mr. Bauknight voted to oppose the item, seconded by Mr Lopez. Motion passed.

C: CITIZEN COMMUNICATION – None

D: DEVELOPMENT REVIEWS/FORMAL ACTION

1. LAKE FOREST SECTION II PHASE I RESUBDIVISION #1 AMENDED PLAT – final plat; 25 lots, 1 block, 4.126 acres; patio home residential use; Amberglow Court addressing; DGMP Inc. (owner); Balusek-Frankson (consultant); plat #111101; received 10/31/11.

A. Planning Staff Briefing – Monica Leal

The proposed amended final plat was submitted to correct the front building line setbacks for lots 15R-26R and lots 35R-39R. These lots will now have 20-ft minimum front building lines as required by City Code. Lots 27R-34R will maintain the current 25-ft front building line. No other changes are proposed by this amended plat.

B. Deliberations – Mr. Bauknight asked what the minimum lot width was for a patio home lot. Staff responded that the minimum lot width is 40ft and is measured at the building line. Mr. Janecka asked if the 2006 traffic count of 1,000 cars per day for Nursery

Road was the most current and was informed that it was the latest traffic count.

Motion was made to approve the plat by Mr. Bauknight, seconded by Mr. Janecka. Motion was approved unanimously.

2. SUBDIVISION & DEVELOPMENT ORDINANCE REVISIONS.

- A. **Sidewalk Waivers.** A revision to move authority to approve sidewalk waivers from the Public Works Department to the Development Services Department.
- B. **Cul-de-sacs in Nonresidential Areas.** A revision to remove the separate turnaround radius requirement for cul-de-sacs on nonresidential streets.
- C. **Intersection Separation for Collector and Local Streets.** A revision to increase the separation distance between intersecting local and collector streets.
- D. **Land Use Designations.** A revision to eliminate the separate Office (O) land use designation.
- E. **Site Plans.** A revision will give the Development Services Department sole authority to approve site plans and require an engineer's certification of compliance for improvements constructed within the public right-of-way.
- F. **Off-Street Parking Standards.** A revision to add a parking ratio for dance/gymnastic facilities and simplify the retail parking standards. It will also eliminate the veterinarian office parking standard.
 - 1) Planning Staff Briefing – Mr. Mayfield presented the proposed changes to the Subdivision & Development Ordinance.
 - 2) Public Hearing – None.
 - 3) Deliberations – Motion was made by Mr. Rachid to Take No Action until the remaining changes are presented to the Commission, seconded by Ms. Steen. Motion passed unanimously.

E: OTHER BUSINESS

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

F: ITEMS FROM PLANNING COMMISSIONERS – None.

G: ADJOURNMENT – Motion to adjourn was made by Mr. Bauknight and seconded by Mr. Lopez. The meeting adjourned at 6:05 p.m.

APPROVED: _____
Donna Rodriguez, Chairperson
Victoria Planning Commission

APPROVED: _____
Jeff Bauknight, Secretary
Victoria Planning Commission