



MINUTES
CITY OF CONVERSE, TEXAS
PLANNING & ZONING COMMISSION
Monday, March 21, 2016 - 7:00 P.M.

The Planning & Zoning Commission of City of Converse met in a regular meeting at City of Converse, City Hall, Conference Room, located at 405 S. Seguin Road, March 21, 2016 at 7:00 p.m. to discuss various items on the agenda.

1. Call Planning & Zoning Commission meeting to order.

Chairman Roberts called the meeting to order at approximately 7:00 p.m.

2. Roll call.

Chairman, Michael Roberts, *Present*
Donnie West, Vice Chair, *Present*
Cynthia Turner, Member, *Present*
Richard Fink Sr., Member, *Present*
Joseph Guastella, Member, *Present*
Irvin Hollowell, Member, *Present*

Full Member, Vacant
Alternate Member, Vacant
Councilman Beehler, *Council Liaison*
Manny Longoria, *City Staff Liaison*
Stella Calvillo, *Secretary*

Visitors: Steve Brown, Mayor Pro Tem, Place 6
John Quintanilla, Director of Community Development

3. Invocation & Pledge of Allegiance.

The invocation was led by Mr. Donnie West, followed by the Pledge of Allegiance.

4. Citizens to Be Heard. (3 min. limit)

None.

5. Discussion and appropriate action to approve the Planning & Zoning Minutes of February 22, 2016.

Ms. Turner made a motion to approve item #5, Minutes of February 22, 2016; Seconded by Mr. Fink. Motion passed.

6. Presentation and discussion on the JBSA – RANDOLPH Joint Land Use Study (JLUS) dated July, 2015.

Presentation of Resolution # 740-2015 by Mr. John Quintanilla, Director of Community Development, approved by City Council on March 15, 2016. No Action required.

7. Discussion and Appropriate Action to consider a request from Mr. John G. Dante for a Special Use Permit (SUP) on properties located at 8607 F.M. 1976, 207 Toepperwein Road & 209 Toepperwein Road for use as an event center for banquets and receptions.

Mr. Guastella made a motion to recommend approval of Item #7, Special Use Permit (SUP) on properties located at 8607 FM 1976, 207 Toepperwein Rd & 209 Toepperwein Rd for use as an event center for banquets and receptions; Seconded by Ms. Turner. Motion passed.

8. Discussion and appropriate action to consider a Variance request from the City of Converse Code of Ordinances Section 48.21 (b) – Required Landscape Installation, the requirement that seventy-five percent of the minimum amount of landscaping required by the article be installed in between the front and/or side property lines and the building being constructed. Property located at 8607 FM 1976, 207 Toepperwein Rd & 209 Toepperwein Rd.

Mr. Hollowell made a motion to recommend approval of Item #8 of a Variance request from the City of Converse Code of Ordinances Section 48.21 (b); 8607 FM 1976, 207 Toepperwein Rd & 209 Toepperwein Rd; Seconded by Mr. Guastella. Motion passed.

9. Discussion and appropriate action to consider a Variance request from the City of Converse Code of Ordinances Section 28.7 (a) – Size and space requirement, the requirement that width and length of each off-street parking space shall not be less than nine feet in width and shall be not less than 20 feet in length exclusive of access or maneuvering area, ramps and other appurtenances. Property located at 8607 FM 1976, 207 Toepperwein Rd & 209 Toepperwein Rd.

Ms. Turner made a motion to recommend approval Item #9 of a Variance request from the City of Converse Code of Ordinances Section 28.7 (a); 8607 FM 1976, 207 Toepperwein Rd & 209 Toepperwein Rd; Seconded by Mr. Fink. Motion passed.

10. Discussion and appropriate action to consider a Variance request from the City of Converse Code of Ordinances Section 50-276 (a) – Area regulations, the requirement that the front yard shall be a minimum of 25 feet. Property located at 8607 FM 1976, 207 Toepperwein Road & 209 Toepperwein Road.

Mr. Hollowell made a motion to recommend approval of Item #10 of a Variance request from the City of Converse Code of Ordinances Sections 50-276 (a); 8607 FM 1976, 207 Toepperwein Rd & 209 Toepperwein R; Seconded by Mr. Guastella. Motion Passed.

11. Discussion appropriate action and consideration of Preliminary Plat #159, Longoria Subdivision, Lot 13, Block 12.

Mr. Guastella made a motion to recommend approval of Preliminary Plat #15; Longoria Subdivision, Lot 13, Block 12; Seconded by Mr. Hollowell. Motion passed

12. Discussion and Presentation on Zoning Requirements for the City of Converse Bond Project Facilities.

No Action taken

13. Report by Council Liaison.-

- *Report from Planning & Zoning Commissions*
- *Adoption of JLUS Study*
- *Financial Report*
- *CRWA appointments*
- *Monitors set up at Council Chambers*

14. Report by City Staff Liaison –
 - *Change in administrative staff*
 - *Assistant City Manager Le Ann Piatt to return*
 - *New Police Chief*
 - *Modification to Final Plat, Cimarron Trail, Unit #2*

15. Next Planning & Zoning Commission Meeting will be April 18, 2016.
Chairman Roberts announced the next Planning and Zoning meeting.

16. Adjournment.
Meeting adjourned at approximately 8:02 p.m.