

CITY OF CONVERSE  
PLANNING & ZONING COMMISSION  
MINUTES OF FEBRUARY 28, 2011 - 7:00 PM

The Planning and Zoning Commission of the City of Converse met in a regular meeting at the City Conference Hall, 405 S. Seguin Street on Saturday, February 28, 2011 at 7:00 PM to discuss various items on the agenda.

The Following were Present:

Mr. Robert Browning, Chairman  
Mr. Donnie West, Vice Chairman  
Mr. Joseph Guastella, Member  
Mrs. Cynthia Turner, Member

Mr. Richard Fink Sr., Member  
Mrs. Renee Paschall, Council Liaison  
Mr. John Quintanilla, Interim City Manager  
Mrs. Odie Martinez, Recording Secretary

1. Call Planning & Zoning Commission Meeting to Order.

At approximately 6:59 PM Chairman Browning called the meeting to order.

2. Roll Call

Chairman Browning announced all members present but one.

**Absent:** Member White

**Visitors:** Rudy Martinez & John Mendoza, Councilman Brown who arrived with his wife at 7:57 PM.

Chairman Browning addressed that P&Z only has 7 members and no alternates. We need additional members.

3. Action to Approve Planning & Zoning Commission Minutes of January 24, 2011.

Member Guastella made the motion to approve the Minutes of January 24, 2011. Vice Chair West seconded the motion. Motion passed unanimously.

4. Discussion and Appropriate Action to Approve the Final Plat for Toepperwein Market, a.k.a. CVS Pharmacy, Plat #122. (Interim City Manager)

Chairman Browning announced the Final Plat was not ready for tonight's meeting due to being circulated around the country for signatures. Mr. Quintanilla stated CVS Pharmacy requested if a special meeting could be held for recommendation of approval by P&Z so it can be presented at the next City Council meeting on March 15<sup>th</sup> for Final Approval.

The board members also discussed the preservation of the trees.

**Item #4 Tabled.** This item has been tabled due to not having the Final Plat in a timely manner.

Member Guastella made the motion to table item #4 till March 21, 2011. Member Fink Sr. seconded the motion. Motion passed unanimously.

5. Discussion and Appropriate Action on the 2011 Strategic Planning Process (Interim City Manager)

**Item #5 Tabled.** This item has been tabled until a “Strategic Planning” group be formed.

Member Guastella made the motion to table item #5 until April 18, 2011. Member Turner seconded the motion. Motion passed unanimously.

6. Discussion and Appropriate Action on the 2011 Master Planning Process to Include Workshops, Public Hearings, Coordinating Master Plan Development with City Commissions. (Interim City Manager)

Members discussed and made a motion to have a “Small Town Master Plan” presentation by Emil Moncivais schedule for March 21, 2011 after the P & Z meeting.

Member Fink Sr. made the motion to have a “Small Town Master Plan” presentation. Vice Chair West seconded the motion. Motion passed unanimously. Member Turner opposed to the motion.

7. Report by the City Council Liaison

- Discussed with the board members the “2004 Master Plan Objective Chart” and stated she would like to put this aside until the New City Manager begins
- New City Manager (Ms. Shawna Dowell) has been approved and will start March 28, 2011
- 50<sup>th</sup> Anniversary is scheduled for April 9, 2011
- Marquee has been approved by City Council. A scheduled date to begin construction has not been provided at this time.
- 750,000 gallon water tank has been approved. It is in agreement with Schertz, Seguin, Selma Cibolo Valley & LGC.

8. Report by Interim City Manger

Mr. Quintanilla reported that we are in the process of forming a new group which will be CVLG (Cibolo Valley Local Government) Corporation group. This group will consist of five cities which are Schertz, Seguin, Cibolo, Selma and Converse. In five to seven years we will be able to supply our water from the Carrizo Aquifer. Edwards Aquifer rates are increasing by \$3.00.

- Hope the Final Plat for CVS will be ready for next meeting March 21, 2011
- SUP (Special Use Permit) for 8312 FM 78 will be in next meeting

Councilwoman Paschall announced that Mr. Mendoza has prepared his requirements for his position as an Intern for the Texas State.

Mr. Mendoza handed out a packet to the board members which included his requirements as an internship for the State of Texas University. Very briefly he went over the package with the members.

9. Next Planning & Zoning Commission Meeting will be Monday, March 21, 2011

Mr. Quintanilla announced the next meeting is scheduled for March 21, 2011

10. Adjournment

Meeting adjourned at approximately 8:06 pm