



*Expanding Horizons*

CITY OF CONVERSE  
CITY ADMINISTRATION

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MINUTES  
City of Converse, Texas  
Planning & Zoning Commission  
June 18, 2012 7:00 p.m.

The Planning & Zoning Commission of the City of Converse met in a regular meeting at the City Hall Conference Room 305 S. Seguin Street on Monday, June 18, 2012 at 7:00 p.m. to discuss various items on the agenda.

1. Call Planning & Zoning Commission Meeting to Order

At approximately 7:04 p.m. Vice Chair Donnie West called the meeting to order.

2. Roll Call

Members present:

Donnie West, Vice Chairman  
Joseph Guastella, Member  
Cynthia Turner, Member  
Robert Raney, Member  
Michael Roberts, Member

Councilman Steve Brown, Liaison  
Ty Turner, City Engineer  
John Quintanilla, AC Manager  
Odie Martinez, Recording Secretary

Absent: Chairman Browning (excused); Member Richard Fink Sr., (excused)  
Visitors: Shawna Dowell, City Manager; Lupe Perez, Utility Director; Jonathan Smith, Assistant Utility Director; Gil Durant, Building Official.

3. Invocation & Pledge of Allegiance.

Vice Chair, Donnie West announced the invocation followed by the "Pledge of Allegiance" and announced by all that were present.

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

AC Manager, John Quintanilla introduced Gil Durant as the City's new Building Official. Vice Chair West requested Odie Martinez to continue with the readings on the Agenda item's.

5. Discussion and Appropriate Action to Approve Planning & Zoning Minutes for May 14, 2012 meeting.

Member Guastella made a motion to approve item #5; Seconded by Member Turner; Motion passed unanimously.

6. Public Hearing on a Request for the Land Public Hearing on a Request for the Re-zoning of a Parcel of Land located at 103 7<sup>th</sup> Street (CB 5052P, ABS 46, ID # 303389), approximately 0.2200 Acres of Land from R-1, Single Family to B-2, Retail Business.

*Public Hearing opened at 7:10 p.m. Public Hearing closed at 7:15 p.m.*

Mr. Jim Sherman resident of Converse spoke during this time.

7. Discussion and Appropriate Action to Approve a Request for the Re-zoning of a Parcel of Land located at 103 7<sup>th</sup> Street (CB 5052P, ABS 46, ID # 303389), approximately 0.2200 Acres of Land from R-1 Single Family, to B-2 Retail Business. (Assistant City Manager)

AC Manager stated staff approves this request. Members then discussed the differences of R-1 Single Family and B-2 Retail Business.

Member Raney made a motion to approve item #7; Seconded by Member Guastella; Motion passed unanimously.

8. Public Hearing on a Request for the Re-zoning of a Parcel of Land located at 10085 East Loop 1604 (CB 5726, Blk. 38, Lots 13 through 18, ID # 350003), approximately 0.3445 Acres of Land from B-3 Commercial Property to B-4, Special Commercial District.

AC Manager announced that Items 8 & 9 must be pulled from the agenda due to not having the required documents that are needed and the advice from the City Attorney.

9. Discussion and Appropriate Action to Approve a Request for the Re-zoning of a Parcel of Land located at 10085 East Loop 1604 (CB 5726, Blk. 38, Lots 13 Through 18, ID # 350003), approximately 0.3445 Acres of Land from B-3 Commercial Property to B-4, Special Commercial District. (Assistant City Manager)

Item #9 pulled due to no required documentation on hand and advice from City Attorney.

10. Public Hearing on a Request for a Variance from Setback Requirements on three (3) Parcels of Land located within Rolling Creek Unit II, namely:
  - a. 8634 Cheyenne Bluff, (CB 5052F, Lot 12, Block 9 (PID# 1039476)
  - b. 8635 Cheyenne Bluff, (CB 5052F, Lot 12, Block 10 (PID# 1039488)
  - c. 8634 Chickasaw Bluff, (CB 5052F, Lot 13, Block 10 (PID# 1039489).

The current setback is twenty feet (20') and the property owner is requesting a fifteen (15') foot setback to accommodate the construction of homes with a larger footprint.

*Public Hearing opened at 7:25 p.m.*

*Public Hearing closed at 7:28 p.m.*

11. Discussion and Appropriate Action to Approve a Request for Variance from Setback Requirements on three (3) Parcels of Land located within Rolling Creek Unit II, namely:
  - a. 8634 Cheyenne Bluff, (CB 5052F, Lot 12, Block 9 (PID# 1039476)
  - b. 8635 Cheyenne Bluff, (CB 5052F, Lot 12, Block 10 (PID# 1039488)
  - c. 8634 Chickasaw Bluff, (CB 5052F, Lot 13, Block 10 (PID# 1039489).The current setback is twenty feet (20') and the property owner is requesting a fifteen (15') foot setback to accommodate the construction of homes with a larger footprint. (Assistant City Manager)

AC Manager, John Quintanilla stated the representatives for this item are not present and that Staff does support this item. After discussing item #11 the board members suggested denying this item.

Member Roberts made a motion to disapprove item #11; Seconded by Member Turner; Motion passed unanimously to disapprove item #11.

12. Public Hearing on a Request for a Special Use Permit (SUP) on a Parcel of Land located at 9160 FM 78 (CB 5063H BLK 6 LOT 12 SHADOW CREEK UNIT-2, ID # 311491), approximately 2.1800 Acres of Land to allow for the operation of a Fitness Center.

*Public Hearing opened at 7:35 p.m.*

*Public Hearing closed at 7:39 p.m.*

13. Discussion and Appropriate Action to Approve a Request for a Special Use Permit (SUP) on a Parcel of Land located at 9160 FM 78 (CB 5063H BLK 6 LOT 12 SHADOW CREEK UNIT-2, ID # 311491), approximately 2.1800 Acres of Land to allow for the operation of a Fitness Center. (Assistant City Manager)

AC Manager addressed to the board members there was a correction needed. For the record this item was publicized as 9610 FM 78 the correct address is 9160 FM 78. Board members then discussed the operation of the facility.

Member Turner made a motion to approve item #13; Seconded by Member Raney; Motion passed unanimously.

14. Discussion and Appropriate Action to Approve a Request for Variance from the Rear Setback Requirements on a Parcel of Land Located at 10275 Mission Creek (CB 5052D, Blk. 79, Lot4, ID# 304450). (Assistant City Manager)

AC Manager stated this variance was built without a permit and they were penalized for a double penalty.

Property owner, Mr. Eckhoff explained how long the slab had been there for the past ten years and agrees to pay for any fees that are required. The board members continued to discuss this matter.

AC Manager stated Staff recommended approval due to structure already being there.

Member Guastella made a motion to approve item #14; Seconded by Member Turner; Motion passed unanimously.

15. Public Hearing on a Draft Report Considering the Proposed Increases in Water and Sewer Impact Fees to ensure the viability and sustainability of the water and sewer systems of the City of Converse, Texas.

*Public Hearing opened at 7:51 p.m. Public Hearing closed at 8:42 p.m.*

16. Public Hearing on the City of Converse consideration of issuing public debt to support the Ten Year (10) Capital Improvement Plan (CIP) to ensure the viability and sustainability of the water and sewer systems of the City of Converse, Texas.

*Public Hearing opened at 8:42 p.m. Public Hearing closed at 8:56 p.m.*

17. Public Hearing on the City of Converse considering amending Sections 46.26 (Sewer) and Section 46.222 (Water) of the City of Converse codification. The proposed water and sewer rate increases will support and ensure the viability and sustainability of the water and sewer systems of the City of Converse, Texas.

*Public Hearing opened at 8:57 p.m. Public Hearing closed at 9:09 p.m.*

18. Report by the City Council Liaison.

Council Liaison addressed to the board members please attend the next meeting it is very important everyone is there.

- Passed all P & Z items at the last Council

19. Report by Assistant City Manager.

- One rezoning request
- One Special Use Permit

20. Next Planning & Zoning Commission Meeting will be July 16, 2012.

The next scheduled date for the Planning & Zoning meeting was announced.

21. Adjournment.

Meeting adjourned at approximately 9:12 p.m.