



Expanding Horizons

CITY OF CONVERSE
CITY ADMINISTRATION

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MINUTES
City of Converse
Planning & Zoning Commission
November 19, 2012, 7:00 p.m.

The Planning & Zoning Commission of the City of Converse met in a regular meeting at the City of Converse City Hall Conference Room located at 405 S. Seguin Street on Monday, November 19, 2012 at 7:00 p.m. to discuss various items on the agenda.

1. Call Planning & Zoning Commission Meeting to Order.

At approximately 7:01 p.m. Chairman Browning called the meeting to order.

2. Roll Call.

Robert Browning, Chairman, *Present*
Donnie West, Vice Chairman, *Present*
Joseph Guastella, Member, *Present*
Cynthia Turner, Member, *Present*
Richard Fink Sr., *Absent (excused)*
Robert Raney, Member, *Present*

Michael Roberts, *Absent (excused)*
Councilman Steve Brown, Liaison, *Present*
John Quintanilla, AC Manager, *Not Present*
Shawna D. Burkhart, City Manager, *Present*
Odie Martinez, Recording Secretary

3. Invocation & Pledge Allegiance.

Vice Chair Donnie West announced the invocation followed by the Pledge of Allegiance.

4. Citizens to be heard.

No citizens to be heard.

5. Discussion and Appropriate Action to Approve Planning & Zoning Minutes for October 15, 2012.

Member Guastella made a motion to approve item #5; Vice Chair West seconded the motion; Motion passed unanimously with 4 votes, 2 absent and 1 abstain (Member Turner).

6. Public Hearing on a Rezoning Request for a parcel of land located at 9202 FM 78, Converse Texas (CB 5726, Blk. 20, Lots S Pt of 3, 4, 11 & 12 - CB 5053 P-102A ABS 745 (PID#

349908). The Property owner is requesting a change in zoning from current B-3 Commercial to B-4 Special Commercial. No specific purpose for the rezoning request was provided.

Public Hearing opened at 7:05 p.m.

Kevin Keller of San Antonio, TX and John Tobias of San Marcos, TX spoke during this time.

Public Hearing closed at 7:13 p.m.

7. Discussion & Appropriate Action on a request Rezoning Request for a parcel of land located at 9202 FM 78, Converse Texas (CB 5726, Blk. 20, Lots S Pt of 3, 4, 11 & 12 - CB 5053 P-102A ABS 745 (PID# 349908). The Property owner is requesting a change in zoning from current B-3 Commercial to B-4 Special Commercial. No specific purpose for the rezoning request was provided. (Assistant City Manager)

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

8. Discussion and Appropriate Action to Approve the Preliminary Plat known as the Topperwein Market, Plat #133. (City Engineer) (Assistant City Manager)

Item #8 pulled till next meeting.

9. Public Hearing on a Request for a Special Use Permit (SUP) for a home located at 7418 Copper Lake, Converse, Texas (CB 5069, Blk. 4, Lots 30, Meadows of Copperfield Unit #3 (PID# 1001863). The property owner is requesting a SUP to hold weekly church services at the home.

Public Hearing opened at 7:17 p.m.

David Taylor a resident of Converse, whose parents own the property at 7418 Copper Lake, spoke during this time and briefly explained to the members the gatherings that they currently have.

Councilman Brown requested that they pull the HOA documents and provide to the Council so that there is no override when voting on this item.

Public Hearing closed at 7:22 p.m.

10. Discussion and Appropriate Action on a request to approve a Special Use Permit (SUP) for a home located at 7418 Copper Lake, Converse, Texas (CB 5069, Blk. 4, Lots 30, Meadows of Copperfield Unit #3 (PID# 1001863). The property owner is requesting a SUP to hold weekly church services at the home.

Member Guastella asked if it was necessary to have a Special Use Permit. The City Manager Shawna Burkhart explained to the members how a Special Use Permit would be the best way to handle this situation.

Member Raney made a motion to deny item #10 with no second, the motion failed.

Vice Chair West made a motion to approve item #10; Seconded by Member Turner; Motion passed with four in favor (VC West, Turner, Guastella and Browning) and 1 oppose (Raney).

11. Discussion and Appropriate Action on a Request to Amend a Section of the City of Converse Code of Ordinance, namely Chapter 8-Building and Building Regulations, Article III-Building Code, Division II-Permits, Section 8-103-Schedule of Permit Fees. This City of Converse Ordinance Regulates Building Permit Fees. (Second Reading) (Building Official) (Assistant City Manager).

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

12. Report by the City Council Liaison.

- Nothing to report. Haven't had a council meeting since we last met
- Christmas Tree Lighting
- In New York during Hurricane Recovery
- Four TV interviews
- Swearing in new council members

13. Report by Assistant City Manager.

City Manager Shawna Burkhart spoke for John Quintanilla who was not present.

- Tree Lighting Ceremony, November 29th
- Commissions Dinner, December 6th
- Employee Christmas Party at Cowboys
- Moving forward with financials and Incode software conversion

14. Next Planning & Zoning Commission meeting will be December 17, 2012.

Chair Browning announced the next scheduled meeting.

15. Adjournment.

Meeting adjourned at approximately 8:05 p.m.