



CITY OF CONVERSE
CITY ADMINISTRATION

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MINUTES
City of Converse
Planning & Zoning Commission
Monday, May 20, 2013
7:00 p.m.

The Planning & Zoning Commission of the City of Converse met in a regular meeting at the City Hall Conference Room located at 405 S. Seguin Street on Monday, May 20, 2013 at 7:00 p.m. to discuss various items on the agenda.

1. Call Planning & Zoning Commission to order.

At approximately 7:00 p.m. Vice-Chair Donnie West called the meeting to order.

2. Roll Call.

Robert Browning, Chairman, *Present*
Donnie West, Vice Chairman, *Present*
Robert Raney, Member, *Present*
Cynthia Turner, Member, *Absent/Excused*
Richard Fink Sr., Member, *Present*

Michael Roberts, Member, *Present*
Mayor Pro-Tem Randy Pannell as Liaison
John Quintanilla, AC Manager
Odie Martinez, Recording Secretary

Chairman Browning arrived right as Roll Call was announced.

Visitors: Councilman Steve Brown, Councilman Joe Guastella. Mayor Suarez and Mrs. Suarez.

3. Invocation & Pledge of Allegiance.

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

4. Citizens to be heard.

Councilman Guastella spoke during this time and announced that he is now a City Council Member. He addressed to the board members it was a pleasure working with them.

5. Discussion and appropriate action to approve Planning & Zoning Minutes for March 18, 2013.

Minutes were approved with one correction. Page four (4) item sixteen (16) the word "with" be removed from sentence beginning in Volunteers...

Member Roberts made a motion to approve item #5; Seconded by member Raney; Motion passed unanimously.

6. Discussion and action to appoint Jeff Beehler as a Member of the Planning & Zoning Commission for a two (2) year term ending May 31, 2015.

Chairman Browning pulled item #6. He stated that he has other applications he would like to review for consideration. He announced that he would like to bring it back for the next scheduled meeting in June. No action on this item.

7. Discussion an appropriate action to approve the Preliminary Infrastructure Acceptance of Rolling Creek Unit #4. (City Engineer) (Assistant City Manager)

Member Roberts made a motion to approve item #7; Seconded by Vice Chair West; Motion passed unanimously.

8. Discussion and appropriate action to approve the Final Infrastructure Acceptance of Miramar Unit 8C. (City Engineer) (Assistant City Manager)

Item Pulled.

9. Discussion and appropriate action to approve a request for a variance by the property owner from City of Converse Codification section 40-5, the requirement that no building be constructed, encroach upon or project into the building setback. The proposed 11.5' x 30' long concrete slab will replace an existing patio slab that will be demolished. This shed is to be located at 9406 Misty Meadow (CB 5063K BLK 2 Lot 36) (PID 311597), Converse, Texas 78109. (Assistant City Manager)

Item Pulled until next meeting in June.

Member Raney made a motion to pull item #9; Seconded by Member Fink; Motion passed with four votes (Raney, Roberts, Fink and Chairman Browning) One oppose (Vice Chair West).

10. Discussion and appropriate action to approve a request for a variance by the property owner from City of Converse Codification section 40-5, the requirement that no building be constructed, encroach upon or project into the building setback. The proposed 15' x 30' x 10' long shed will replace an existing shed that will be demolished. This shed is to be located at 326 West Legion (CB 5063 P-89A ABS 431 (PID 3105410, Con verse, Texas 78109. (Assistant City Manager)

Councilman Guastella gave a brief description of the variance.

Member Raney made a motion to approve item# 10; Seconded by Member Roberts; Motion passed unanimously.

11. Public Hearing on a rezoning request on a parcel of land located at 8788 FM 1976, Converse Texas (CB 5053 P43G (PID# 306923). The Property owner is requesting a change in zoning from the current B-3 Commercial District to I-1, Light Industrial. The purpose of the rezoning request is to support the operations of light manufacturing.

Public Hearing opened at 7:32 p.m.

Clarence Scheel, resident of Garden Ridge, Texas and current owner of property located at 8788 FM 78, Converse, Texas.

Joe and Lorrie Balunsk, residents of San Antonio, Texas are the buyers of property at 8788 FM 78, Converse, Texas. Both spoke during this time.

The company is a service provider for installation of carpet.

The following is list of highlights that were discussed during the Public Hearing.

- 15,000 square foot of warehouse space
- 6000 square feet of office space
- 25-30 employees
- 25-30 subcontractors
- Currently a location in Buda
- Converse would be Head Quarters.
- Traffic and Transportation
- Proposal is for eight acres to be purchased and only two will be utilized for development

Public Hearing closed at 7:45 p.m.

12. Discussion and appropriate action on a rezoning request on a parcel of land located at 8788 FM 1976, Converse Texas (CB 5053 P43G (PID# 306923). The Property owner is requesting a change in zoning from the current B-3 Commercial District to I-1, Light Industrial. The purpose of the rezoning request is to support the operations of light manufacturing.

Member Raney made a motion to approve item #12; Seconded by member Roberts; Motion passed unanimously.

13. Public Hearing on a request for a Special Use Permit (SUP) on a parcel of land located at 9227 Converse Business Lane, Converse, Texas (CB 5063H BLK 2 LOT 8) (PID# 311400) the property owner is requesting an SUP for the operation of a gymnastics studio.

Public Hearing opened at 7:47 p.m.

Marie Cunningham, resident of Converse, Texas 78109. Ms. Cunningham gave a brief description of the gymnastics studio.

Public Hearing closed at 7:49 p.m.

14. Discussion and appropriate action on a request for a Special Use Permit (SUP) on a parcel of land located at 9227 Converse Business Lane, Converse, Texas (CB 5063H BLK 2 LOT 8) (PID# 311400) The property owner is requesting an SUP for the operation of a gymnastics studio.

AC Manager addressed to the members that City Staff had a concern that the parking lot does not have enough parking spaces. Need's two to three additional parking spaces.

Member Raney made a motion to approve item #14 with the stipulation that the parking space meet with the parking city ordinance requirements. Seconded by Member Roberts; Motion passed unanimously.

15. Discussion and appropriate action to approve a request for a variance by the property owner from City of Converse Codification section 40-5, the requirement that no building be constructed, encroach upon or project into the building setback. The proposed 15' x 20' covered patio is to be constructed at 7563 Copper meadow (CB 5070 BLK 18, Lot 4, meadow of Copperfield Unit #6), Converse, Texas 78109. (Assistant City Manager)

Member Roberts made a motion to approve item #15; Seconded by Member Raney; Motion passed unanimously.

Board members recommend that City Staff consider allowing patios built outside of the utility easements and more than 10 feet away from the fence be allowed.

16. Discussion and appropriate action to approve the Final Plat known as the Toepperwein Market, Plat #133. (City Engineer) (Assistant City Manager)

Member Roberts made a motion to approve item #6 with the exception that the City monitor and inspect the TCEQ requirements; Seconded by Member Raney; Motion passed unanimously.

17. Report by City Council Liaison.
 - Don "Doc" Hanley Proclamation
 - Proclamation 277, National Public Safety Tele communicators Week
 - Ordinance 303, Utilities
 - Ordinance 330, Parks and Recreation
 - Budget Amendment
 - Ordinance 313, Sewage Disposal
 - Mr. Guastella appointed as City Council Member
 - SARA, 3 Parcels of Land
 - Toepperwein Market

18. Report by Assistant City Manager.

One rezoning case

19. Next Planning & Zoning Commission meeting will be June 17, 2013 at 405 S. Seguin.

Chairman Browning announced the next scheduled meeting for next month.

20. Adjournment.

Meeting adjourned at approximately 8:19 p.m.