



Expanding Horizons

CITY OF CONVERSE
CITY ADMINISTRATION

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MINUTES
City of Converse
Planning & Zoning Commission
Monday, June 17, 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, June 16, 2013 at 7:00 p.m. to discuss various items on the agenda.

1. Call Planning & Zoning Commission Meeting to Order.

At approximately 7:02 p.m. Chairman Browning called the meeting to order.

2. Roll Call

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

Michael Roberts, Member, *Present*
Mayor Suarez as Liaison for MPT Pannell
John Quintanilla, AC Manager
Odie Martinez, Recording Secretary

Visitors: City Manager Shawna D. Burkhart, Councilman Steve Brown, Councilman Joe Guastella, Mrs. Suarez and George Richel.

3. Invocation & Pledge of Allegiance.

AC Manager Quintanilla announced the invocation 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 for May 20, 2013.

Member Raney made a motion to approve item #5; Seconded by Member Fink. Motion passed with four votes and one abstained, Member Turner.

6. Discussion and Appropriate Action to Appoint Ruth Spivey as an Alternate Member of the Planning & Zoning Commission for a Two (2) Year Term Ending June 30, 2015.

Item #6 Pulled.

Chairman Browning stated Ms. Spivey was not interested as an alternate but rather a Liaison for public outreach during the Toepperwein Road project and would like to participate in the Master Plan. No Action required.

7. Discussion and Appropriate Action to Appoint Jeff Beehler as a Member of the Planning & Zoning Commission for a Two (2) Year Term Ending June 30, 2015.

Mr. Beehler introduced himself as a resident of Converse since 1994. Served as a member for four years in the Park and Recreation Commission and his wife is a currently a Councilwoman for the city.

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

8. Discussion and Appropriate Action to Approve the Final Plat known as the TOPPERWEIN MARKET, Plat #133. (City Engineer) (Assistant City Manager)

AC Manager stated staff supports this item.

Member Turner made a motion to approve item #8; Seconded by Member Raney. Motion passed unanimously.

9. Discussion and Appropriate Action to Approve a Preliminary Plat known as the JISD Copperfield Elementary School, Plat #134. (City Engineer) (Assistant City Manager)

AC Manager stated staff supports this item.

Member Turner made a motion to approve item #9; Seconded by Member Fink. Motion passed unanimously.

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 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)

Member Roberts made a motion to approve item #10 with the stipulation that the plan be revised with a 10' x 3' concrete slab and that they are responsible for managing drainage; Seconded by Member Raney. Motion passed with four votes and one Oppose Chairman Browning.

11. 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 property owner has proposed the construction of flatwork along the perimeter of the home will divert the flow of water from the foundation of the home. This flatwork is to be located at 9503 Mediator Run (CB 5062B, BLK. 11, Lot 12 (PID 1036445)), Converse, Texas 78109. (Assistant City Manager)

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

12. Public Hearing on a Rezoning Request on a parcel of land located at 9170 FM 78, Converse Texas (CB 5063 P-74R ABS 431 (PID# 310497)). The property owner is requesting a change in zoning from the current B-3-Commercial District to B-4-Special Commercial District. The purpose of the rezoning request is to operate an automotive shop.

Public Hearing opened at 7:40 p.m.

Property owner Mr. Robert Mayle stated that he purchased this property back in 1981 and developed the property in 1997 for an automotive shop. He claims the city rezoned the property in 1999 and was not notified at the time. An open records request was placed with the City Secretary Jackie Gaines but, she did not find any information stating when the property was rezoned.

Public Hearing closed at 7:55 p.m.

13. Discussion and Appropriate Action on a Request to Approve a Rezoning of a parcel of land located at 9170 FM 78, Converse Texas (CB 5063 P-74R ABS 431 (PID# 310497)). The property owner is requesting a change in zoning from the current B-3-Commercial District to B-4-Special Commercial District. The purpose of the rezoning request is to operate an automotive shop.(Assistant City Manager)

AC Manager John Quintanilla stated that staff does not support this item to be rezoned. The location is a legal matter and can fall under a Spot Zone which the city can get in trouble for. A Special Use Permit is recommended.

Member Raney made a motion to object to the rezoning of the property and note that the Planning and Zoning Commission supports a Special Use Permit; Seconded by Member Roberts. Motion passed unanimously.

14. Public Hearing on a Rezoning Request on a parcel of land located at 8980 FM 78, Converse Texas (CB 5071 P-37F (PID# 312871)). The property owner is requesting a change in zoning from the current B-2-Retail Business District to B-4-Special Commercial District. The purpose of the rezoning request is to support the operations of automobile sales.

Public Hearing opened at 8:02 p.m.

Public Hearing closed at 8:15 p.m.

15. Discussion and Appropriate Action to Approve a Rezoning Request on a parcel of land located at 8980 FM 78, Converse Texas (CB 5071 P-37F (PID# 312871)). The property owner is requesting a change in zoning from the current B-2-Retail Business District to B-4-Special Commercial District. The purpose of the rezoning request is to support the operations of automobile sales. (Assistant City Manager)

AC Manager stated that staff does not support this item to be rezoned but does recommend a Special Use Permit.

Member Raney made a motion to deny item #15 and object to the rezoning of the property and note that the Planning and Zoning Commission supports a Special Use Permit; Seconded by Member Turner. Motion passed unanimously.

16. Discussion and Appropriate Action on a Request to Approve a Variance by the Property Owner from City of Converse Codification Section 34-223 (3), the requirement that all signs have a minimum setback of ten (10') feet from lots lines or as specified by the state department of highways and public transportation if applicable. The property owner seeks to install new marquee in line with other existing signs along 9204 FM 78 (CB 5053 P-102c & 102D ABS 745 (PID 304013)). (Assistant City Manager)

A motion was made with the stipulation that a letter be received by TX DOT stating the approval of installation.

Member Roberts made a motion with the stipulation as said; Seconded by Member Raney. Motion passed unanimously.

17. 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 property owner has proposed the construction of flatwork along the perimeter of the home will divert the flow of water from the foundation of the home. This flatwork is to be located at 10026 Palomino Canyon (CB 5052D, BLK. 106, Lot 24 (PID 303821)), Converse, Texas 78109. (Assistant City Manager)

For the record, AC Manager John Quintanilla addressed a correction on this item of the agenda. The entire second sentence was an error this was a copy and paste.

Member Roberts made a motion to approve item #17; Seconded by Member Raney. Motion passed unanimously.

18. Public Hearing on the Proposed Amendments to Chapter 40, Article V-Subdivision Requirements, Article IV-Standards & Regulations, Division III-Streets, Alleys, Sidewalks and Crosswalks, the Sections of the City of Converse Codification that Regulates Roadway Design.

Public Hearing opened at 8:35 p.m.

Public Hearing closed at 8:35 p.m.

19. Discussion and Appropriate Action to Approve the Proposed Converse Major Thoroughfare Plan (MTP). (Assistant City Manager)

Item not ready to be reviewed by Vickrey & Associates.

No action required.

20. Report by the City Council Liaison.

Mayor Suarez thanked the members for a wonderful job that they have done.

Report by Mayor Suarez.

- Toepperwein Market
- Lions Club contract with City of Converse
- Two members approved for the EDC Board.
- Rolling Creek
- Pay Raise tabled
- The time changes to City Park 6:00 a.m. to 9: p.m.
- City Pool
- Plumbing issues with Fire Station 2

21. Report by Assistant City Manager.

- Copperfield Elementary School Final Plat, Judson ISD
- Miramar Unit 8C & 9 Final Plat
- Re-write ordinance 612
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22. Next Planning & Zoning Commission Meeting will be July 15, 2013 at 405 S. Seguin.

Chairman Browning announced the next Planning & Zoning meeting.

23. Adjournment.

Meeting adjourned at approximately 8:45 p.m.