



*Expanding Horizons*

CITY OF CONVERSE  
CITY ADMINISTRATION

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MINUTES  
CITY OF CONVERSE  
PLANNING & ZONING COMMISSION  
February 24, 2014 - 7:00 P.M.

The Planning & Zoning Commission of the City of Converse met in a regular meeting at the City Council Chambers located at 405 S. Seguin Street on Monday, February 24, 2014 at 7:00 p.m. to discuss various items on the agenda.

1. Call Planning & Zoning Commission Meeting to Order.

Chairman Browning called the meeting to order at approximately 7:00 p.m.

2. Roll Call

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

Michael Roberts, Member, *Present*  
Jeff Beehler, Member, *Present*  
Mayor Al Suarez, as Liaison  
John Quintanilla, Assistant City Manager  
Odie Martinez, Secretary

3. Invocation & Pledge of Allegiance.

Invocation was announced by Vice-Chair West 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 February 24, 2014.

Mr. Beehler made a motion to approve item #5; seconded by Ms. Turner. Motion passed unanimously.

6. Discussion and Appropriate Action on a Request to Approve the Final Plat # 135 known as "FPN Corporate Subdivision". (Assistant City Manager) (City Engineer)

Assistant City Manager Quintanilla stated staff recommended approval. The commission moved forward to make a motion.

Mr. Raney made a motion to approve item #6; seconded by Ms. Turner. Motion passed unanimously.

7. Discussion and Appropriate Action on a Request to Approve the Preliminary Plat # 136 known as "KITTY HAWK RETAIL Subdivision". (Assistant City Manager) (City Engineer)

Assistant City Manager Quintanilla briefly described the plat. The commission moved forward to make a motion.

Mr. Beehler made a motion to approve item #7; seconded by Ms. Turner. Motion passed unanimously.

8. Discussion and Appropriate Action to Approve the Final Acceptance of Cimarron Landing Phase II. (City Engineer) (Assistant City Manager)

An approval letter was provided by Vickrey & Associates. Staff recommended approval.

Mr. West made a motion to approve item #8; seconded by Mr. Fink. Motion passed unanimously.

9. Discussion and Appropriate Action on a Request to Approve a Variance Request by the Property Owner from City of Converse to extend a patio over the pre-existing roof. A 42' long x 15' wide x 8' height property located at 10102 Margarita Hill, Converse, Texas 78109. Property Id#1010102, Legal Description CB 5052D Block 86 Lot 27. (Assistant City Manager)

For the record a correction was made on the wording of line item #9 of the agenda.

**Incorrect wording:** Extend a patio over the pre-existing roof.

**Correct wording:** Extend a patio under the pre-existing roof.

This was the second request for this item. It was at the previous meeting of January of 2014. Owner was not present at the time. Item was pulled.

Once again the owner was not present to answer questions the Commission members had.

The commission members had many concerns regarding this item and agreed to deny the item due to the concerns. They suggested that reducing the width of the patio to 14.5 feet be put in with the guidelines of the ordinance. There were no objections with side yard setback as long as he stays with the setback that the house has.

Mr. Raney made a motion to deny item #11; seconded by Mr. Roberts. Motion passed unanimously to deny item #11.

10. Discussion and Appropriate Action on a Request to Approve a Variance by the Property Owner from City of Converse Codification Chapter 8-Building & Building Regulations, Article I-General, Section 8.1-Codes Adopted by Reference (IFC Section (903.2.7) the requirement an automatic sprinkler system be installed for those businesses that display and sell upholstered furniture. The proposed variance is specific for the business that is located at 9210 FM 78 (CB 5053 P-102 ABS 745 (PID 1064076), Converse, Texas 78109. (Assistant City Manager)

Mr. Beehler made a motion to approve item #10; seconded by Mr. Raney. Motion passed unanimously.

11. Discussion and Appropriate Action on a Request to Approve a Variance Request 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. A covered patio that measures 665.96' square feet will be built as the home located at 7543 Copper Meadow, Converse, Texas 78109. Property ID# 1084486, Legal Description CB 5069 Block 18 Lot 09. (Assistant City Manager)

Members stated there have been too many request similar to this by KB Homes. KB Homes should be advised they should not pour concrete before submitting a permit. Members moved forward to make a motion. Mr. Roberts made a motion to deny item #11; seconded by Mr. Raney. Motion passed to deny item #11. One oppose by Chairman Browning.

12. Discussion of Changes to the National Flood Insurance Program. (Assistant City Manager)

Assistant City Manager briefly explained the new changes of the NFIP

13. Report by Council Liaison.

Mayor Al Suarez was present as Liaison. He announced the resignation of Mayor Pro-Tem Pannell. Thanked the members for the hard work.

- Accepting applications for the vacant position until the 25<sup>th</sup> of February, last day. March the 4<sup>th</sup> council will deliberate and select. We have 30 days to select by choice.
- Approved Financials
- Approved St. Monica's Contract
- 1604 is on the way for construction to expand to I-10. Paid by County to be reimbursed by state. 15 to 18 month project. A 29 million dollar project
- FM 78 to FM 76 due for expansion in two years. 5 lanes with a turning lane, side-walks & bicycle lanes. 8 million dollar project paid by the State, cities share is 2%

14. Report by Assistant City Manager.

- Bringing back Plat 136, Kitty Hawk Retail Subdivision

15. Next Planning & Zoning Commission Meeting will be March 17, 2014 at 405 S. Seguin.

Chairman Browning announced the next scheduled meeting.

16. Adjournment.

Meeting adjourned at approximately 7:58 p.m.