

**MINUTES OF THE SPECIAL CALLED MEETING
CITY OF RIVER OAKS
PLANNING AND ZONING COMMISSION
APRIL 24, 2017**

MEMBERS PRESENT:

JAMES MYRICK, CHAIRMAN, PLACE 1
PAUL SIMPSON, PLACE 4
BRAD GALLMAN, PLACE 5
HUB MAKARWICH, ALT MEMBER 1 (FOR PLACE 2 MEMBER)
SHERRIE DAST, ALT. MEMBER 2 (FOR PLACE 3 MEMBER)

STAFF MEMBERS PRESENT:

CELINA MORENO, ADMINISTRATIVE SECRETARY
MARVIN GREGORY, ZONING ADMINISTRATOR
JOANN GORDON, COUNCIL LIAISON
SUSAN STEWART, ZONING SECRETARY

MEMBERS ABSENT:

KATHY RODDEN, PLACE 2 (NO RESPONSE)
RUTH ANN TEAGUE, PLACE 3 (ILLNESS)

1. CALL TO ORDER

Chairman Myrick called the Special Meeting of the River Oaks Planning and Zoning Commission to order at 6:31 p.m. on Monday, April 24, 2017 at the River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION AND PLEDGE OF ALLEGIANCE

Member Gallman delivered the invocation. The pledges of allegiance to the United States and the Texas Flags were recited.

3. MEMBER ROLL CALL

The roll call was recorded as follows: Member Rodden and Member Teague absent.

It was announced that Alternate Members Makarwich and Dast would serve as voting members for Places 2 and 3 for this meeting only.

4. STATEMENT OF APPOINTED OFFICIAL AND OATH OF OFFICE KATHY RODDEN, PLACE 2

Member Rodden was absent, no oaths were administered.

5. APPROVAL OF REVISED MINUTES FROM THE FEBRUARY 6, 2017 SPECIAL CALLED MEETING, MARCH 25, 2017 SPECIAL JOINT WORKSHOP WITH CITY COUNCIL AND MARCH 27, 2017 SPECIAL CALLED MEETING.

Alternate Member Sherrie Dast moved to approve revised minutes from February 6, 2017 Special Called Meeting, seconded by Member Brad Gallman. All voted "AYE".

Alternate Member Sherrie Dast moved to approve minutes from the March 25, 2017 Joint Workshop with City Council, seconded by Member Paul Simpson. All voted "AYE".

Alternate Member Sherrie Dast moved to approve minutes from March 27, 2017 Special Called Meeting, seconded by Member Paul Simpson. All voted "AYE".

6. WORK SESSION: Discussion and preliminary planning of Proposed Zoning Text Amendments, Rezoning, Land Use and of future public hearings amending the Zoning Ordinance.

The workshop commenced with Driveways/hard surface requirements/Yard Parking as follows:

Driveways/hard surface requirements/Yard Parking: It was previously agreed that gravel driveways needed to be enforced universally throughout the city. Road Base shouldn't be considered a hard surface. CS Gregory stated road base is used to stabilize the driveway base but usually a 2-inch layer of gravel or other type surface is applied over the road base. Previous discussions between both the Zoning Commission and the City Council concluded that gravel driveways would not be permitted to remain once a new certificate of occupancy inspection occurred, gravel size should be considered and existing driveways can continue to be maintained.

The Commission recommended that Border be defined and for those with gravel driveways it must be maintained free of debris and grass, gravel has to be a minimum of ¾" diameter bordered by a physical barrier such as steel, plastic, rubber, concrete, brick, blocks, treated lumber; not vegetation. When the ordinance is passed citizens will have 180-days to comply with requirements on their own. If they don't comply notice will then be sent out the owner; occupant/owner compliance must be met within 30-days to avoid further enforcement action up to and including the issuance of citations.

Applications for all certificate of occupancy permits after the effective date of this ordinance will require hard surface driveways be brought into full compliance with the bordering requirements before occupancy is approved. When involving substandard structures, driveways will have to be concrete after the effective date of this ordinance.

No recommendation was given regarding drive approaches since the upcoming water and sewer line construction could involve replacing or partially replacing them.

Alternate Member Sherrie Dast moved to approve the recommended revisions for driveways to be incorporated in the proposed text amendments, seconded by Member Brad Gallman. All voted "AYE".

Next was the discussion over Lot depth requirements in R-4 Single Family Zoning Districts. In the discussion traffic along Yale was discussed and the fact there are a lot of developments that are on-going on smaller sized lots. It was agreed that the requested change in lot depth from 110-feet to 80-feet only be in R-4 Residential Zoning Districts and even then it should only apply to corner lots that front on two streets.

Alternate Member Sherrie Dast moved to approve the recommended proposed revision to permit a depth requirement of 80-feet on corner lots in "R-4" Single-Family Zoning, seconded by Member Brad Gallman. All voted "AYE".

Masonry requirements in commercial zoning districts; currently 75% masonry:

The Commission touched on carports a little stating they didn't think we should restrict them. With that they tabled the remainder of the discussion on proposed text amendments to the next meeting.

7. ACTION FROM WORK SESSION, IF ANY: Discussion and preliminary planning of Proposed Zoning Text Amendments, Rezoning, Land Use and of future public hearings amending the Zoning Ordinance.

None.

8. EXECUTIVE SESSION PURSUANT TO CHAPTER 551, TEXAS GOVERNMENT CODE, THE Planning and Zoning Commission reserves the right to convene into Executive Session(s) from time to time on any posted agenda item to receive advice from its Attorney as permitted by law during this meeting. The Planning and Zoning Commission may convene in Executive Session to discuss the following:

Section 551.071: Pending or contemplated litigation or to seek advice from Attorney

NONE.

9. ACTION FROM EXECUTIVE SESSION

NONE.

10. ADJOURN

At 8:20 p.m. Voting Member Makarwich moved, seconded by Member Paul Simpson, to adjourn the meeting. All voted "Aye".

APPROVED THIS 19th DAY OF JUNE, 2017

ATTEST:



Marvin Gregory, City Secretary

APPROVED:


James Myrick, Chairman