

**MINUTES OF THE SPECIAL CALLED MEETING
CITY OF RIVER OAKS
PLANNING AND ZONING COMMISSION
JUNE 19, 2017**

MEMBERS PRESENT:

JAMES MYRICK, CHAIRMAN, PLACE 1
RUTH ANN TEAGUE, PLACE 3
PAUL SIMPSON, PLACE 4
BRAD GALLMAN, PLACE 5
HUB MAKARWICH, ALT MEMBER 1 (FOR PLACE 2 MEMBER)

STAFF MEMBERS PRESENT:

PAULA LUCK, ASSISTANT CITY SECRETARY

MARVIN GREGORY, ZONING ADMINISTRATOR
MICHELLE DAVIS, ZONING SECRETARY

MEMBERS ABSENT:

KATHY RODDEN, PLACE 2 (NO RESPONSE)
SHERRIE DAST, ALT. MEMBER 2 (NO SHOW)

1. CALL TO ORDER

Chairman Myrick called the Special Meeting of the River Oaks Planning and Zoning Commission to order at 6:32 p.m. on Monday, June 19, 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 led by Member Paul Simpson.

3. MEMBER ROLL CALL

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

It was announced that Alternate Member Makarwich would serve as voting members for Place 2 for this meeting only.

4. APPROVAL OF MINUTES FROM THE APRIL 24, 2017 MEETING,

Member Gallman moved to approve minutes from June 19, 2017 Meeting, seconded by Member Paul Simpson. All voted "AYE".

5. 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.

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.

Member Gallman 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 Paul Simpson. All voted "AYE".

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

A lot of discussion occurred about requiring carports to be integrally built and of the same material as the house. There was discussion about possibly prohibiting metal carports except when located in the backyard. Both the Council and Zoning Commission seemed to be in favor to keep the 75% exterior masonry requirement on new buildings in Commercial and that the ordinance should be amended with language requiring that in calculating the 75% masonry requirement it be on the new building and not using the existing walls of other buildings on the lot to help make up the 75%.

Lastly, it was discussed about currently there is no requirement in the Zoning Ordinance that stipulates on new construction that there has to be a garage. It was expressed that we should consider adding the requirement that at minimum to require a single car garage. If that is the general consensus we would need to require in all residential zoning districts "R-1 through R-5". For instance in R-3 it could read:

10. Garages – There shall be at minimum a 12-foot X 24-foot single-car garage for all new construction commenced after the effective date of this section whether attached to the principal structure or detached as a separate accessory building. When detached it must meet the minimum 10-foot separation requirement between buildings as outlined in Section 22 of this ordinance.

There was discussions that it should be a 2-car garage no less than 24 x 24 feet.

6. 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.

CS Gregory stated that the next step was public hearings which would start on July 17th.

7. Discussion and/or Action on recommending to the City Council the 2017-2018 Board Appointments to the Planning and Zoning Commission.

It was recommended that Jackie Pena be appointed to the Board to fill the vacated place formerly held by Kathy Rodden. No further action was taken.

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 8:28 p.m. Voting Member Teague moved, seconded by Member Paul Simpson, to adjourn the meeting. All voted "Aye".


APPROVED THIS 17th DAY OF JULY, 2017

ATTEST:



MICHELLE DAVIS
ADMINISTRATIVE SECRETARY

APPROVED:


James Myrick, Chairman