

**MINUTES OF THE SPECIAL CALLED MEETING
CITY OF RIVER OAKS
PLANNING AND ZONING COMMISSION
JULY 17, 2017**

MEMBERS PRESENT:

JAMES MYRICK, CHAIRMAN, PLACE 1
SHERRIE DAST, PLACE 2
RUTH ANN TEAGUE, PLACE 3
HUB MAKARWICH, ALT MEMBER 1 (FOR PLACE 4 MEMBER)
JACKIE PENA, ALT MEMBER 2 (FOR PLACE 5 MEMBER)

STAFF MEMBERS PRESENT:

MARVIN GREFORY, ZONING ADMINISTRATOR
STEVE SANDERS, BUILDING INSPECTION
MICHELLE DAVIS, ZONING SECRETARY

MEMBERS ABSENT:

BRAD GALLMAN, PLACE 5 (EXCUSED)
PAUL SIMPSON, PLACE 4 (EXCUSED)

1. CALL TO ORDER

Chairman Myrick called the Special Meeting of the River Oaks Planning and Zoning Commission to order at 6:38 p.m. on Monday, July 17, 2017 at the River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION AND PLEDGE OF ALLEGIANCE

Member Dast delivered the invocation. The pledges of allegiance to the United States and the Texas Flags were led by Member Dast.

3. MEMBER ROLL CALL

Member Gallman (Illness) and Simpson (Illness) were not present. All other members were present and accounted for.

4. APPROVAL OF MINUTES FROM THE JUNE 19, 2017 SPECIAL CALLED MEETING

Member Teague moved to approve minutes from June 19, 2017 Meeting, seconded by Member Makarwich. All voted "AYE".

5. STATEMENT OF APPOINTED OFFICER AND OATH OF OFFICE FOR 2017-2018 BOARD APPOINTMENTS.

Zoning Administrator Marvin Gregory swore in at 6:42 pm. the board appointees present including Chairman James Myrick, Member Sherrie Dast, Member Ruth Ann Teague, Alternate Member Hub Makarwich and Alternate Member Jackie Pena.

It was announced that Alternate Member Hub Makarwich would serve as voting member for Place 2 and Alternate Member Jackie Pena for Place 5 for this meeting only.

6. **PUBLIC HEARING:** in order to receive citizen comments on the proposed zoning text amendments to the City's Comprehensive Zoning Ordinance as follows:

- *Amending Section 4 "Definitions" providing a definition for Parking Surface Bordering;*

- *Amending Section 20.17 "Parking Surface" revising parking surface requirements and providing a time limit for compliance;*
- *Amending Section 11 "R-4 Single-Family District" specifically in Section 11.C "Development Regulations" under # 8 "Depth of Lot" changing the minimum depth requirement to a minimum of 80-feet on corner lots in an R-4 Zoning District;*
- *Amending the exterior construction requirements for new construction in both Commercial and Residential Zoning Districts;*
- *Amending the development requirements in all residential zoning districts requiring at the minimum a 2 car garage shall be required for all new housing construction.*

The public hearing was opened at 6:45 P.M. with the Zoning Administrator summarizing the text amendments as follows:

PARKING SURFACE BORDERING: When pertaining to driveways means the physical outside edge of the existing driveway to be bordered in such a manner as to not alter the natural drainage flow whether it be pre-formed, circular, tapered or flat shaped pattern constructed out of concrete, asphalt curbing, brick, rock metal, decorative rock, railroad ties, treated lumber, rubber and plastic or other suitable material not specified herein but only when approved in advance by the Building Official.
(driveway existing 24 feet wide bordered was changed to existing driveway to be bordered)

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.

DRIVEWAY, RIBBON CONCRETE - Ribbon concrete driveway from street right-of way, which consist of two parallel strips of concrete, mortar-set stone or brick, or solid or turf pavers with an open, unpaved space in between shall be required to be completely filled in with concrete before final approval of a newly constructed carport or garage on the lot. The Carport or Garage shall be placed on solid concrete surface from the street right-of-way to the rear of carport or garage.

HARD SURFACE: After discussion and citizen input the recommendation to amend the Exception under Hard Surface to read as follows:

***EXCEPTION:** *A parking surface that was constructed prior to the effective date of this Ordinance, and constructed of concrete, asphalt, brick, two inches of gravel over a base of six inches of approved stabilization material, or other commonly accepted pavement which ~~must~~ (1) have met NCTCOG Specifications at the time of constructions, (2) have been approved by the Building Official and (3) shall be bordered in such a manner not to alter the natural drainage flow, but that will maintain the integral edge of the driveway perimeter maintained free of litter, debris, weeds or other objectionable material or objects and be constructed out of concrete, asphalt curbing, brick, rock, metal, decorative rock, railroad ties, treated lumber, rubber and plastic or other suitable material not specified herein but only when approved in advance by the Building Official; and (4) compliance with number (3) above must be met within 210-days (30-days following the 180-day initial time limit for voluntary compliance) after the passage and effective date of the adoption of this provision in the Zoning Ordinance; and (5) existing hard surface driveways are required to meet all bordering requirements above before approval of a certificate of occupancy after the effective date; and (6) before a substandard house can be approved for occupancy, the driveway from the pavement in a public street at the property's drive approach to the rear of the principal structure as located on the individually*

platted lot; the parking surface shall be a continuous minimum 3½ inches thick solid poured concrete flatwork parking surface rated at a minimum of 2500 p.s.i. constructed in accordance to the City's most recently adopted building code and/or NCTCOG Specifications and the River Oaks Code of Ordinances, whichever is applicable.

LOT DEPTH REQUIREMENT IN R-4: 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.

MASONRY REQUIREMENTS: Keep 75% for Commercial Buildings in C-1 through C-3 Commercial Zoning Districts requiring that in calculating the 75% masonry requirement that it be on the new building and not using the existing walls of other buildings on the lot to help make up the 75%.

In residential zoning districts any accessory building visible from the public right of way shall be of the same exterior type material that the house is built of. Any carport built integrally must be of the same type of roof as the house is.

GARAGES – There shall be two-car garage for all new construction commenced after the effective date of this section for R-1 and R-2 Zoning Districts and a minimum single-car garage for Zoning Districts R-3 through R-6.

SECTION 20.17(b): consensus is to be amended as previously agreed upon under Exception to Hard Surface Requirements.

Without any more comments from the public, Chairman Myrick closed the Public Hearing at 8:24 P.M.

7. ACTION FROM PUBLIC HEARING: Consider Approval of Recommendation on the proposed zoning text amendments to the City's Comprehensive Zoning Ordinance as follows:

- Amending Section 4 "Definitions" providing a definition for Parking Surface Bordering;
- Amending Section 20.17 "Parking Surface" revising parking surface requirements and providing a time limit for compliance;
- Amending Section 11 "R-4 Single-Family District" specifically in Section 11.C "Development Regulations" under # 8 "Depth of Lot" changing the minimum depth requirement to a minimum of 80-feet on corner lots in an R-4 Zoning District;
- Amending the exterior construction requirements for new construction in both Commercial and Residential Zoning Districts;
- Amending the development requirements in all residential zoning districts requiring at the minimum a 2 car garage shall be required for all new housing construction.

Member Dast moved, seconded by Member Teague to recommend to the City Council to approve the text amendments as revised. All voted "Aye".

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 Dast moved, seconded by Member Teague, to adjourn the meeting. All voted "Aye".

APPROVED THIS 25th DAY OF SEPTEMBER, 2017

ATTEST:



MICHELLE DAVIS
ADMINISTRATIVE SECRETARY

APPROVED:


James Myrick, Chairman