

**MINUTES OF THE REGULAR MEETING  
CITY OF RIVER OAKS  
PLANNING AND ZONING COMMISSION  
MARCH 15, 2010**

**MEMBERS PRESENT:**

LORI WATSON, CHAIRPERSON (APPOINTEE), PLACE 1  
ANNA SHERRILL, VICE-CHAIRPERSON, PLACE 2  
KATHY RODDEN, PLACE 3  
PAUL SIMPSON, PLACE 4  
BRAD GALLMAN, PLACE 5  
RUTH TEAGUE, ALTERNATE #1 (APPOINTEE)  
LOURDES MEDIA, ALTERNATE #2  
JOANN BUTLER, COUNCIL LIAISON

**STAFF PRESENT:**

MARVIN GREGORY, ZONING ADMINISTRATOR (ZA)  
CORINA MOLINAR, SECRETARY IN TRAINING

1. CALL TO ORDER

**At 6:30 p.m. Vice-Chairperson Sherrill called the meeting to order; a quorum was present.**

2. INVOCATION AND PLEDGE OF ALLEGIANCE

Member Simpson delivered the Invocation and led the Pledge of Allegiance.

3. OATH OF OFFICE FOR THE APPOINTMENTS OF LORI WATSON AS CHAIRMAN AND OF RUTH TEAGUE AS ALTERNATE MEMBER TO THE PLANNING AND ZONING COMMISSION.

City Secretary Gregory gave oath of Office for the appointments to Lori Watson as Chairman and to Ruth Teague as Alternate Member # 1 to the Planning and Zoning Commission.

4. APPROVAL OF MINUTES FROM THE DECEMBER 2, 2009 SPECIAL CALLED MEETING OF THE PLANNING AND ZONING COMMISSION

**Vice-Chairperson Sherrill moved, seconded by Member Rodden, to approve the Minutes as presented. All voted "Aye."**

5. **Training Workshop: Rules and Procedures of the River Oaks Planning and Zoning Commission.** Zoning Administrator Gregory began the training workshop by describing the different types of zoning districts currently in the city and some of the development regulations applicable to those districts. ZA Gregory discussed litigation regarding HUD-Code Manufactured Homes and Industrialized Housing and where they could be located within the City.

ZA Gregory furthermore discussed the Rules and Procedures of the Planning and Zoning Commission that included applications to appear before the Planning and Zoning

Commission for re-zoning, platting, replatting, site plan approval and recommended amendments to the Zoning Ordinance.

ZA Gregory stated that the Planning and Zoning Commission is a recommending Board governed by the Local Government Code and by the City's Comprehensive Zoning Ordinance that is responsible to make recommendations to the City Council regarding zoning and planning issues. When the Planning and Zoning Commission denies an application, it requires a super majority vote of the City Council to over turn the recommendation of the Planning and Zoning Commission.

ZA Gregory instructed the Commission on Public Hearing protocol, decorum and action following a public hearing. ZA Gregory answered questions regarding Special Use Permits, alcohol sales, non-conformity, and Adult Entertainment Facilities. With no more questions from the members the workshop was concluded.

6. **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 & Zoning Commission may convene in Executive Session to discuss the following:

***Sec. 551.071: Pending or contemplated litigation or to seek advice from Attorney***

**None.**

7. Action from Executive Session

**No Action**

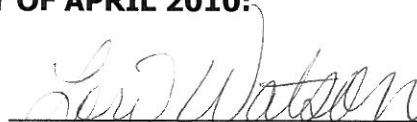
8. Items for Discussion

Member Rodden requested a organizational chart for city and staff to include staff duties and interdepartmental collaboration. ZA Gregory stated that he would attempt to prepare a document to the defined request.

9. Adjourn

**At 8:02 p.m. Member Sherrill made a motion, second by member Rodden, to adjourned the meeting. All voted "AYE."**

**APPROVED THIS 19<sup>th</sup> DAY OF APRIL 2010:**



**Chairperson of Planning/Zoning Commission**

**ATTEST:**



**Marvin Gregory, Zoning Administrator**