

**MINUTES OF THE RIVER OAKS
PLANNING AND ZONING COMMISSION
SPECIAL CALLED MEETING
DECEMBER 12, 2011**

MEMBERS PRESENT:

LORI WATSON, CHAIRPERSON
JAMES MYRICK, VICE-CHAIRMAN
KATHY RODDEN, PLACE 3
BRAD GALLMAN, PLACE 5
SHERRIE DAST, ALTERNATE #2
JOANN GORDON, COUNCIL LIAISON

STAFF PRESENT:

MARVIN GREGORY, ZONING ADMINISTRATOR (ZA)
PAULA LUCK, OFFICE MANAGER
JAMES HATLEY, PUBLIC WORKS DIRECTOR
STEVE SANDERS, BUILDING INSPECTOR

MEMBERS ABSENT:

PAUL SIMPSON, PLACE 4 (EXCUSED)
RUTH ANN TEAGUE, ALTERNATE #1 (EXCUSED)

1. CALL TO ORDER

With a quorum present, Chairperson Watson called the Special Called Meeting of the Planning and Zoning Board to order at 6:30 p.m. on Monday, December 12, 2011 at River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION AND PLEDGE OF ALLEGIANCE

Member Gallman delivered the Invocation. Chairperson Watson led the Pledge of Allegiance to the United States Flag.

3. MEMBER ROLL CALL

Chairperson Watson stated that all members were present except for Paul Simpson, Place 4 and Ruth Ann Teague, Alternate #1 which were being marked as an excused absence.

4. APPROVAL OF MINUTES FROM THE NOVEMBER 21, 2011 MEETING.

Member Dast moved, seconded by Member Myrick to approve the Minutes of the November 21, 2011 meeting. All voted "Aye".

5. PUBLIC HEARING: IN ORDER TO RECEIVE TESTIMONY AND COMMENTS FROM THE PUBLIC REGARDING THE PROPOSED SITE PLAN APPLICATION IN COMPLIANCE WITH SEC. 25 "SITE PLAN REQUIRED" OF THE CITY'S ZONING

ORDINANCE AS REQUESTED FOR BY KEITH STEELE IN ORDER TO CONVERT AN OPEN CARPORT TYPE ACCESSORY STRUCTURE INTO AN ENCLOSED GARAGE THAT MEETS COMMERCIAL DEVELOPMENT REQUIREMENTS LOCATED ON THE PROPERTY AT 5177 RIVER OAKS BLVD., LEGALLY DESCRIBED AS BEING BLOCK 30, LOT 5R2; FOREST ACRES ADDITION 2ND FILING LOCATED IN AN "C-2" COMMERCIAL ZONING DISTRICT. (ZONING CASE #SP2011-0004).

At 6:32 pm, Chairperson Watson opened the Public Hearing.

ZA Gregory stated that Keith Steele came before the Planning & Zoning Commission during this past summer to erect an accessory structure with the intent of possibly coming back before this Commission to enclose the structure; which is why he is here tonight. The structure will consist of stucco, window awnings and a wood type door.

Keith Steele stated he needs a climate control space. His plans are to redo the façade on the front of the building, add approximately 4 x 30 windows that face Black Oak, wood veneer in front which will be made out of telephone poles, and the structure will be made out of metal. Member Myrick asked Mr. Steele questions in regards to the windows, awnings, and insulation. The insulation will be spray foam; the awnings will be made out of metal; the windows will be double paned. Member Dast is concerned once this structure is enclosed, will the fire trucks be able to get inside? Building Inspector Sanders said the fire trucks will be able to get inside the structure. Member Dast was also concerned about the water drainage. ZA Gregory stated that the drainage flows off onto Black Oak. Building Inspector Sanders stated there is already a French drain and already has a gutter.

Members concerns were when water splashes up on the base of the building, won't algae form and won't the water damage the stucco? Keith Steele mentioned there is an acrylic coating that goes over stucco. Another concern is the parking space requirements and the gas and electric meters. The parking space requirements are met and the gas and electric meters have been relocated.

At 6:47 pm, Chairperson Watson closed the Public Hearing.

6. ACTION FROM PUBLIC HEARING: CONSIDER PLANNING AND ZONING COMMISSION RECOMMENDATION TO THE CITY COUNCIL REGARDING THE PROPOSED SITE PLAN APPLICATION IN COMPLIANCE WITH SEC. 25 "SITE PLAN REQUIRED" OF THE CITY'S ZONING ORDINANCE AS REQUESTED FOR BY KEITH STEELE IN ORDER TO CONVERT AN OPEN CARPORT TYPE ACCESSORY STRUCTURE INTO AN ENCLOSED GARAGE THAT MEETS COMMERCIAL DEVELOPMENT REQUIREMENTS LOCATED ON THE PROPERTY AT 5177 RIVER OAKS BLVD., LEGALLY DESCRIBED AS BEING BLOCK 30, LOT 5R2; FOREST ACRES ADDITION 2ND FILING LOCATED IN AN "C-2" COMMERCIAL ZONING DISTRICT. (ZONING CASE #SP2011-0004).

Member Dast moved, seconded by Member Gallman to approve the zoning design as presented at 5177 River Oaks Blvd. All voted "Aye".

7. PUBLIC HEARING: IN ORDER TO RECEIVE TESTIMONY AND COMMENTS FROM THE PUBLIC REGARDING THE PROPOSED AMENDMENT TO THE COMPREHENSIVE ZONING ORDINANCE 883-2011 TO ESTABLISH THE "CF" COMMERCIAL FACILITY ZONING CLASSIFICATION OF PROPERTIES BEING 5.671 ACRES OF LAND LOCATED IN LOT 1, BLOCK 2, A. COZART ADDITION, AN ADDITION TO THE CITIES OF RIVER OAKS AND FORT WORTH, TARRANT COUNTY, TEXAS, ACCORDING TO THE PLAT RECORDED IN CABINET A, SLIDE 7300, PLAT RECORDS, TARRANT COUNTY, TEXAS ALONG WITH THE JOINT ORDINANCE AGREEMENT BETWEEN BOTH CITIES INCLUSIVE WITH EXHIBIT "A" AND EXHIBIT "B" AS ATTACHMENTS TO THE FORT WORTH AND RIVER OAKS JOINT ORDINANCE AS IS ALSO RECORDED IN THE DEED RECORDS, TARRANT COUNTY, TEXAS AS INSTRUMENT #D211269047 ON NOVEMBER 4, 2011 AS FORT WORTH CITY ORDINANCE NO. 19951-10-2011 AND AS RIVER OAKS CITY ORDINANCE NO. 906-2011 CONSTITUTING THE BOUNDARY ADJUSTMENT AGREEMENT BETWEEN THE CITY OF RIVER OAKS AND THE CITY OF FORT WORTH DATED OCTOBER 25, 2011 (ZONING CASE #PZ2011-18).

At 6:48 pm, Chairperson Watson opened the Public Hearing.

ZA Gregory said this is about the land the school owns and the city just acquired it in the River Oaks city limits. The land has to be re-zoned. This will make all of Castleberry High School in the City of River Oaks.

At 6:52 pm, Chairperson Watson closed the Public Hearing.

8. ACTION FROM PUBLIC HEARING: CONSIDER PLANNING AND ZONING COMMISSION RECOMMENDATION TO THE CITY COUNCIL REGARDING THE PROPOSED AMENDMENT TO THE COMPREHENSIVE ZONING ORDINANCE 883-2011 TO ESTABLISH THE "CF" COMMUNITY FACILITY ZONING CLASSIFICATION OF PROPERTIES BEING 5.671 ACRES OF LAND LOCATED IN LOT 1, BLOCK 2, A. COZART ADDITION, AN ADDITION TO THE CITIES OF RIVER OAKS AND FORT WORTH, TARRANT COUNTY, TEXAS, ACCORDING TO THE PLAT RECORDING IN CABINET A, SLIDE 7300, PLAT RECORDS, TARRANT COUNTY, TEXAS ALONG WITH THE JOINT ORDINANCE AGREEMENT BETWEEN BOTH CITIES INCLUSIVE WITH EXHIBIT "A" AND EXHIBIT "B" AS ATTACHMENTS TO THE FORT WORTH AND RIVER OAKS JOINT ORDINANCE AS IS ALSO RECORDED IN THE DEED RECORDS, TARRANT COUNTY, TEXAS AS INSTRUMENT #D211269047 ON NOVEMBER 4, 2011 AS FORT WORTH CITY ORDINANCE NO. 19951-10-2011 AS RIVER OAKS CITY ORDINANCE NO. 906-2011 CONSTITUTING THE BOUNDARY ADJUSTMENT AGREEMENT BETWEEN THE CITY OF RIVER OAKS AND THE CITY OF FORT WORTH DATED OCTOBER 25, 2011 (ZONING CASE #PZ2011-18).

Member Myrick moved, seconded by Member Dast to recommend to the City Council to adopt Ordinance #910-2011 amending the Comprehensive Zoning Ordinance to establish "CF" Community Facility Zoning Classification of properties being 5.671 acres of land located in Lot 1, Block 2, A. Cozart Addition. All voted "Aye".

9. EXECUTIVE SESSION: PURSUANT TO CHAPTER 551, TEXAS GOVERNMENT CODE, 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:

SEC. 551.071: PENDING OR CONTEMPLATED LITIGATION OR TO SEEK ADVICE FROM ATTORNEY.

NONE


10. ACTION FROM EXECUTIVE SESSION.

NONE

11. ADJOURN

At 6:55 pm, Member Dast moved, seconded by Member Gallman to adjourn the meeting. All voted "Aye".

APPROVED:


**Lori Watson, Chairperson
Planning/Zoning Commission**

ATTEST:


Marvin Gregory, Zoning Administrator