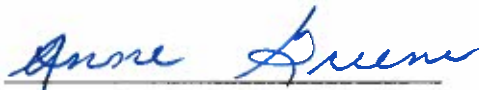


City of Woodcreek Planning and Zoning Commission Meeting
Woodcreek City Hall, 41 Champions Circle
June 4, 2015, 6:30 p.m.
Minutes

1. **Call to Order.** Chairperson Green called the meeting to order at 6:35 p.m.
2. **Pledge**
3. **Roll Call. Present:** Chairperson Anne Green, Vice Chairperson Joe Kotarba, Commissioner Paul Lara, Commissioner Judy Brizendine, and City Manager John Sone **Absent:** Commissioner Steve Evans
4. **Approval of Minutes of May 4, 2015.** Commissioner Brizendine moved to approve the minutes of May 4, 2015, which was seconded by Vice Chairperson Kotarba. The motion passed unanimously (4-0-0).
5. **Reports:**
 - a) **Report of Hazard Mitigation of Hog Creek Dam.** City Manager Sone reported that as a result of concerns expressed about the Hog Creek Dam, he confirmed that it was inspected in 2009. However, there is not a Hazard Mitigation Plan on file. The City will continue to monitor inspection data. Chairperson Green noted that 2 floods have occurred since 2009 and City Manager Sone noted that the dam's owner asked TCEQ to appraise the dam after the 2013 flood. At that time, it was not a full inspection, but was deemed satisfactory. Commissioner Greene discussed consideration of a siren on the dam in case it breaks during the night. City Manager Sone replied that it probably would slowly deteriorate as opposed to a catastrophic break due to record rainfall.
6. **Public Hearing and Action in Consideration of an Application to Replat;**
 - a) **Staff Report.** City Manager Sone reported that the owner would like to expand his garage, but had problems with impervious cover, so he desired to combine Lots 79, 80, half of Lot 81 and an unplatted area into lot 80-A, Woodcreek Section 6-B. The other half of Lot 81 will revert to meets and bounds as that owner doesn't want to combine it with her lot at this time. Neighbors on both sides notified the City that they had no problems with the replat.
 - b) **Public Hearing.** A public hearing was convened at 6:47 p.m. None were present to testify, so the public hearing was adjourned.
 - c) **Discussion and Action.** After discussion, Commissioner Brizendine moved to approve the application. The motion was seconded by Commissioner Lara, and the request was unanimously approved (4-0-0).
7. **Discussion and possible action to recommend changes to the Zoning Ordinance regarding right-of-way parking space construction and regulation.** The Commission discussed the parking space permit system with licenses in the Zoning Ordinance. There is no charge for a license and the permit costs are only for inspections. City Staff is working on a design with specifications that could be included as a model for citizens. Commissioner Kotarba moved to approve the recommendation to incorporate the City Engineer's recommendation for model specifications

and materials. The motion was seconded by Commissioner Brizendine and passed unanimously (4-0-0).

8. **Discussion and possible action to recommend changes to the Zoning Ordinance regarding amortization of non-compliant structures.** City Manager Sone summarized the history of Ord. 00-65 which became effective November 1, 2000. City staff have been unable to find evidence of publication of the ordinance at the time of passage and it appears that no resident petitioned for a certificate of non-compliance per §156.102(F), Woodcreek Code of Ordinances. The Chair recommended that a letter notify every non-compliant property owner and give them at least a year to become compliant. City Manager Sone offered a process of research, notification, and ordinance modification for implementation, noting that the provision for terminating impervious cover variance due to front yard paving is too ambiguous to interpret. Commissioner Brizendine moved to suspend enforcement of the fifteen-year amortization period terminating non-conforming structure uses for one year. The motion was seconded by Commissioner Kotarba and unanimously approved (4-0-0).
9. **Discussion and possible action to recommend initiation of actions to update the comprehensive plan.** Chairperson Green appointed Commissioner Kotarba, with the assistance of Commissioner Brizendine, to form a committee to outline the comprehensive planning process, including time frames. The outline will be presented at the August Planning and Zoning Meeting.
10. **Adjourn.** There being no other business, the Chair adjourned the meeting at 7:33 p.m.



Ann Green, Chairperson



John W. Sone, City Manager