


City of Woodcreek Planning and Zoning Commission Meeting
Woodcreek City Hall, 41 Champions Circle
March 5, 2015, 6:30 p.m.
Minutes

1. **Call to Order.** Chairperson Arntson called the meeting to order at 6:30 p.m.
2. **Pledge**
3. **Roll Call. Present:** Chairperson James Arntson, Vice Chairperson Anne Green, Commissioner Paul Lara, Commissioner Joe Kotarba, Commissioner Steve Evans, and City Manager John Sone. **Absent:** Alternate Commissioner Justin Newsom and Alternate Commissioner Judy Brizendine.
4. **Approval of Minutes of February 2, 2015.** Commissioner Green moved to approve the minutes of Feb. 2, 2015, which was seconded by Commissioner Evans. The motion passed unanimously (5-0-0).
5. **Citizen Presentation:** Mr. Jerry Moore congratulated the commission for the hard work of drafting a revision of the ordinance pertaining to fencing. He said that his sentiments were properly addressed in the draft distributed to the commission, though he would prefer that City staff had discretionary authority to approve permits. City Manager Sone explained that permits are not discretionary and that any applications that fulfill all requirements must be approved. City Manager Sone explained that the Board of Adjustment evaluates each application individually for evidence of unnecessary hardship. The commission discussed the purpose for drafting a change of the ordinance – multiple requests for variances. City Manager Sone explained that the golf course requested the City conduct a trial program for fencing along the golf course, which the City did resulting in five approved applications. Commissioner Green moved to accept the amended draft as presented, and Commissioner Kotarba seconded the motion which carried with a vote of (4-1-0) – Commissioner Evans voting nay.
6. **Report of subcommittee reviewing fence restrictions within the golf Course easement.** Commissioner Green explained the process for drafting the proposal and stated that the draft protects both the City and homeowners. She stated that the draft takes the variance process out of golf course fence applications and accomplishes the goal of the subcommittee. The commission discussed types of appropriate fences.
7. **Report:**
 - a) **Administrative amendments to Woodcreek Apartments Site Development Plan.** City Manager Sone explained that the apartment owners referred the site development plan back to their engineers who discovered flaws, which were corrected. The City approved the changes administratively, and the City awaits application for a building permit, with construction anticipated to begin in the summer.
 - b) **Board of Appeals consideration of alternative source of fire flows application by Camp Young Judea.** City Manager Sone reported on the Board of Appeals consideration of alternative standards for fire flows under NFPA 1142 proposed by Camp Young Judea. The new building will have a maximum occupancy level of 300,

and the swimming pool will be available for use in firefighting. Camp Young Judea will proceed with an application for construction.

- c) **Flood Plain administration procedures within the city limits and ETJ.** Assistant City Administrator Land presented information showing the FEMA designated floodplain in Woodcreek, along with duties of the Floodplain Administrator. Commissioner Green moved to amend §153 to substitute the City Manager for the Chair of the Planning & Zoning Commission as Floodplain Administrator. The motion was seconded by Commissioner Kotarba and, after discussion, approved (5-0-0).
- d) **Review of Vision 2020 and preliminary recommendations.** Deputy City Planner Raiford presented information explaining why a comprehensive plan is required, along with strengths and weaknesses of Vision 2020 and a roadmap to republishing.
8. **Discussion of a Roadmap to a Comprehensive Plan Update.** The commission discussed topics that may be addressed in a future plan such as organization of an update committee, franchise fees, ad valorem taxes, housing opportunity and growth.
9. **Review of City mapping requirements and action to continue mapping license.** City Manager Sone explained City use of the ESRI ArcGIS mapping software. Chairperson Arntson moved to continue City use of the mapping license. Commissioner Green seconded the motion, which was unanimously approved (5-0-0).
10. **Adjourn.** There being no further business, the meeting was adjourned at 7:55 p.m.


Anne Greene, Chairperson


John W. Sone, City Manager