

**MINUTES
OF THE MEETING OF THE
CITY OF BENBROOK
PLANNING & ZONING COMMISSION
THURSDAY, FEBRUARY 8, 2007**

The regular monthly meeting of the Planning & Zoning Commission of the City of Benbrook was held on Thursday, February 8, 2007 at 7:30 p.m. in the Council Chambers at 911 Winscott Road with the following members present:

Joe Hughes
David Ramsey
Alfredo Valverde
Jay Morrill
Bret Early
Dian Price
John Dawson
Larry Marshall

Also Present:

Dave Gattis, Deputy City Manager
Ed Gallagher, City Planner
Sue Clark, Recording Secretary
Dan Tulley
Steve Myer

I. CALL TO ORDER

Chairman Early called the meeting to order at 7:30 p.m.

II. CONSIDERATION OF MINUTES

Regular Meeting – January 11, 2007

Motion by Mr. Valverde to approve the minutes of the January 11, 2007 regular meeting of the Planning and Zoning Commission as presented. Second by Dr. Marshall. The Chair called the question.

Vote on the Motion:

Ayes: Mr. Hughes, Mr. Ramsey, Mr. Valverde, Mr. Morrill, Mr. Early, Mr. Dawson,
and Dr. Marshall

Abstain: Ms. Price

Noes: None

Motion carried 7 – 1 – 0

III. REPORTS OF CITY STAFF

A. ZONING

Z – 07 – 01 Consider amendments to Section 4 – Definitions, Section 5 – Districts and District Boundaries, Section 6 – CF Community Facilities District, Section 7 – SD Suburban District, Section 8 – RE Residential Estate District, Section 9 – A One Family District, Section 10 – B One Family District, Section 11 – BR One Family Reduced District, Section 12 – CR Multiple Family Restricted District, Section 13 – C Multiple Family District, Section 14 – D Multiple Family District, Section 15 – E Commercial District, Section 16 – F Commercial District, Section 17 – HC Highway Corridor District, Section 18 – G Commerce District, Section 19 – H Industrial District, Section 20 – MH Manufactured Home District, Section 20A – MU Mixed Use District, Section 21 – PD Planned Development District, Section 22 – Conditional Uses, Section 23 – Supplementary District Regulations, Section 24 – Parking and Vehicular Circulation, Section 25 – Sign Regulations, Section 26 – Fence Regulations, Section 27 – Landscaping and Buffer Regulations, Section 28 – Non-Conforming Uses, and Section 29 – Board of Adjustment of the Zoning Ordinance of the City of Benbrook, Ordinance Number 808, as amended

Chairman Early introduced the item and asked for a presentation from Staff.

Dave Gattis, Deputy City Manager, said that every year or so, Staff reviews the text of the Zoning Ordinance to see if anything needs to be changed or revised, new issues, or problems that Staff has run across as the ordinance is being administered. This year the proposed changes are:

1. A new definition of Building Official and Animated Sign,
2. Clarification of side yard requirements in the CR, C, and D Districts,
3. Revisions to the PD District (Section 21) to clarify intent and allow the use of supplemental regulations in lieu of a detailed site plan,
4. Clarification of the Height-Setback Envelope (Section 23.H) to recognize the effect of a change of elevation,
5. Clarification of the Architectural Standards (Section 23.P.2 and3),
6. Reduction of the off-street parking requirements in Section 24 for retail stores and the addition of a separate requirement for home improvement stores, and
7. Miscellaneous editorial revisions throughout the documents.

Mr. Gattis said Staff recommends that the Planning and Zoning Commission hold a public hearing in accordance with State law to receive public comment and recommend that the City Council adopt the amendments to the Zoning Ordinance text.

The Chair opened the public hearing at 7:40 p.m. and asked if anyone wished to speak for or against the item. There being none, the Chair closed the public hearing at 7:41 p.m. and asked the Commission for any comments, questions, or a motion.

Motion by Mr. Valverde that the Commission recommends the City Council adopt the amendments to the text of the Zoning Ordinance as presented by Staff. Second by Dr. Marshall. The Chair called the question.

Vote on the Motion:

Ayes: Mr. Ramsey, Mr. Valverde, Mr. Morrill, Mr. Early, Ms. Price, Mr. Dawson, Dr. Marshall, and Mr. Hughes

Noes: None

Motion carried 8 – 0

B. SUBDIVISION PLATS

None

C. PD SITE PLANS

None

D. GENERAL

G – 07 – 03 Consider amendments to the Subdivision Ordinance of the City of Benbrook, Ordinance Number 1122, as amended (Title 16 – Subdivisions of the Benbrook Municipal Code)

Chairman Early introduced the item and asked for a report from Staff.

Dave Gattis said most of the changes to the Subdivision Ordinance proposed by Staff are primarily editorial or for clarification purposes.

Mr. Gattis said Staff recommends that the Planning and Zoning Commission hold a public hearing in accordance with State law to receive public comment and recommend that the City Council adopt the amendments to the Subdivision Ordinance.

The Chair asked for any comments or questions from the Commission. Dian Price asked about the issue of developers taking down trees and not providing enough green space in subdivisions and how they can be addressed.

Mr. Gattis said Staff has compiled ordinances from various other cities and is currently trying to organize the information into some form that would be meaningful for the Commission to be able to make decisions. Benbrook currently has some tree preservation requirements in the Subdivision Ordinance but they are weak. Mr. Gattis said Staff is planning to compile the information and hold a work session with the Commission.

The Chair opened the public hearing at 7:45 p.m. and asked if anyone wished to speak for or against the item. There being none, the Chair closed the public hearing at 7:46 p.m. and asked for any comments, questions, or a motion from the Commission.

Motion by Mr. Valverde that the Commission recommend the City Council adopt the amendments to the Subdivision Ordinance. Second by Dr. Marshall. The Chair called the question.

Vote on the Motion:

Ayes: Mr. Valverde, Mr. Morrill, Mr. Early, Ms. Price, Mr. Dawson, Dr. Marshall, Mr. Hughes, and Mr. Ramsey

Noes: None

Motion carried 8 – 0

G – 07 – 04 Consider Update of Section 8 – Community Facilities of the Comprehensive Plan

Motion by Dr. Marshall that the Commission continues the item until the March 8, 2007 regular meeting. Second by Mr. Valverde. The Chair called the question.

Vote on the Motion:

Ayes: Mr. Morrill, Mr. Early, Ms. Price, Mr. Dawson, Dr. Marshall, Mr. Hughes, Mr. Ramsey, and Mr. Valverde,

Noes: None

Motion carried 8 – 0

IV. PRESENTATIONS BY PLANNING AND ZONING COMMISSION MEMBERS

None

V. CITIZENS PRESENTATIONS

None

VI. ADJOURNMENT

The Chair noted there were no additional matters of business on the regular Commission agenda and declared the Commission regular meeting adjourned at 7:50 p.m.

APPROVED: _____ 2007

_____, Chair