

THE CITY OF OLMOS PARK  
PLANNING AND ZONING COMMISSION  
MINUTES OF MEETING HELD  
JANUARY 31, 2018

The Planning and Zoning Commission for the City of Olmos Park, Texas held a meeting at 5:00 p.m. on Wednesday, January 31, 2018 at City Hall. Members present were James Griffin, Wade Giddens, Dr. John Hogg, William Brooks, Deanna Rickabaugh, Sandra Ryan and Dr. Alison Wiesenthal. Administrative staff present was City Manager, Celia Deleon and City Secretary, Diane Gonzales. Also present was Pat Meier, 140 Stanford.

Chair Griffin called the meeting to order and announced a quorum was present at 5:01 p.m.

Administer Oath of Office to newly appointed Board Members, William Brooks, Dr. John Hogg, and Dr. Alison Wiesenthal as a newly appointed commission members.

City Secretary Gonzales gave Oath of Offices to William Brooks, Dr. John Hogg and Dr. Alison Wiesenthal.

Elect Chairperson.

Deanna Rickabaugh nominated James Griffin to serve as Chairperson.

Wade Giddens seconded the motion.

The vote in favor of the motion was unanimous.

Elect Vice Chairperson.

Wade Giddens nominated Sandra Ryan.

Sandra Ryan declined the nomination.

After discussion, Dr. Hogg volunteered to serve as the Vice Chairperson.

Deanna Rickabaugh moved to nominate Dr. John Hogg as Vice Chairperson.

Dr. Alison Wiesenthal seconded the motion.

The vote in favor of the motion was unanimous.

Approve minutes from November 6, 2017.

Wade Giddens moved to approve the meeting minutes held on November 6, 2017.

Deanna Rickabaugh seconded the motion.

The vote in favor of the motion was unanimous.

Chair Griffin stated he would like to recognize Pat Meier a long time P&Z member who is in the audience.

Chair Griffin stated this ordinance is amending sections to the code and for the past year or so the board has drafted and recommended to City Council several ordinances in the zoning code dealing with parking, sidewalks, and landscaping and as we adopted all those ordinances we picked different triggering language to have compliance with those ordinances and we realized the triggering language was different so the purpose here is to make it consistent with the new ordinances and older ordinances. The City Attorney put this draft together and tied it to several items: New Construction, Building Permit, Accessory Structure Permit, Addition Building Permit or Alteration Permit and requires the seal of a registered Engineer Architect or the issuance of a

Storm Water Pollution Prevention Plan. He stated the board has had a lot of discussions with the City Attorney and the Building Official and they worked hard to find what the right trigger is.

Public Hearing to receive public comment regarding an Ordinance amending sections to the Code of Ordinances City of Olmos Park, Texas for the purpose of amending compliance triggering language including Chapter 40 Zoning, Article I. in general, article iv, local retail district section 40-110 – off street parking regulations; section 40-112 (2) & (3) sidewalks, curbs, curb cuts, driveway entrance; and section 40-116(1) electric service equipment; and article v, local mixed retail commercial district section 40-138 – off street parking regulations; section 40-140 (2) & (3) sidewalks, curbs, curb cuts, driveway entrances; and, section 40-141(1) – electrical service equipment; and article x, ordinance 2017-12, sec. 40-260 landscaping, scope and enforcement; declaring a public purpose; incorporating recitals; providing a repealed and savings clause; providing for severability and setting an effective date.

Chair Griffin opened the public hearing at 5:11 p.m.

No one spoke at the public hearing.

Chair Griffin closed the public hearing at 5:12 p.m.

An ordinance amending sections to the Code of Ordinances City of Olmos Park, Texas for the purpose of amending compliance triggering language including Chapter 40 Zoning, Article I. in general, article iv, local retail district section 40-110 – off street parking regulations; section 40-112 (2) & (3) sidewalks, curbs, curb cuts, driveway entrance; and section 40-116(1) electric service equipment; and article v, local mixed retail commercial district section 40-138 – off street parking regulations; section 40-140 (2) & (3) sidewalks, curbs, curb cuts, driveway entrances; and, section 40-141(1) – electrical service equipment; and article x, ordinance 2017-12, sec. 40-260 landscaping, scope and enforcement; declaring a public purpose; incorporating recitals; providing a repealed and savings clause; providing for severability and setting an effective date. Wade Giddens stated one of the repeated pieces is the trigger itself in section 40-12 (2) so that the triggers are for New Construction, Building Permit, Accessory Structure Permit, Addition Building Permit or Alteration Building Permit requiring the seal of a registered engineer or architect and are all things that are issued by City permits. The issuance of a Storm Water Pollution Prevention Plan (SWPPP) which is just prepared on behalf of an owner or developer by a Consulting Engineer and is not something that the City issues and not something that the City controls and is part of a process of approval and is generally done for the record and have to comply with it. It may or may not be reviewed by an authority of that jurisdiction so he does not think it's a trigger in the same since that the other triggers listed are and it may be tracked by the Building Official.

City Manager DeLeon stated the Building Official does track them and when needed the City Engineer reviews them.

Wade Giddens stated if that is ever done it must be part of a permit process and the other triggers are things the City can withhold if you don't do these things. Someone can go draw up plans and have development concepts but never submit for a permit but because that engineer prepared that plan and now they are obligated to do these things. It's an environmental requirement to prepare and you comply with but it's not necessary something that a Building Official is going to review and approve

Chair Griffin stated they could recommend to strike that portion out or keep it in and Richard Lindner can revisit the ordinance before it goes to Council.

Deanna Rickabaugh stated the (SWPPP) is also listed in other sections.

City Manager DeLeon stated she would mention that to the City Attorney and get his thoughts.

Deanna Rickabaugh moved to send to City Council with the recommendation that Richard Lindner re-visits the (SWPPP) provisions.

Wade Giddens seconded the motion.

The vote in favor of the motion was unanimous.

Discuss and review building design regulations along the McCullough Corridor in the Apartment District, Mixed Retail Commercial District and Local Retail District; take possible action.

Chair Griffin stated we have been working with the EDC and on the direction of City Council working on creating and recommending to City Council certain ordinances that have to do with the beautification of the McCullough Corridor and there are 4 items we are proposing to address. One ordinance that we passed at the end of last year was the landscaping requirements for businesses along McCullough. The next one will be building design regulations along McCullough. The P&Z had a joint work session with the EDC last year and City Council's direction was to focus on building materials and a color pallet which would apply to new construction and assuming that we use the same triggering language. At one of the EDC's meetings we talked about following some of the items that were discussed during the special use permit for PSW project townhomes along Olmos Drive and stated what would everyone like to see then we can start putting that in ordinance form and if everyone would look at the special use permit ordinance for PSW it has some architectural characteristics.

City Manager DeLeon stated she came across an old email dated 2007 regarding design review which was being discussed in 2007 under a design review ordinance and was vetoed out. She stated she would scan a copy to the board members for their review and she will also send them the special use permit for the PSW project.

Sandra Ryan stated what we learned from PSW was we did not like what happened and what they projected was very Austin and industrial like and the community did come around and say that is not what they wanted but it is a lot better that what it was. We may need to get feedback from the community on how their feelings are and how they want their community to develop.

James Griffin asked the board members to email their comments to the City Secretary for the next meeting.

City Manager DeLeon stated she wanted to let the board members know that due to budget restraints City Council will not allow an attorney to attend the future P&Z meetings.

Discuss future agenda items.

Review building design regulations along McCullough and there are subsequent ordinances as part of the overall theme that P&Z will look at one at a time.

Wade Giddens stated on section 40-189 it states if no structural alterations are made, a nonconforming use of a building may be changed to another nonconforming use of the same or more restricted classification and would like to review this section at a future date.

The next meeting will be Wednesday, February 28, 2018.

There was no other business and the meeting adjourned at 5:38 p.m.

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James Griffin  
Chair

ATTEST:

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Diane Gonzales  
City Secretary