

The CITY OF OLMOS OARK
PLANNING AND ZONING COMMISSION
MINUTES OF MEETING HELD
JULY 27, 2016

The Planning and Zoning Commission for the City of Olmos Park, Texas held a meeting at 5:00 p.m. on Wednesday, June 27, 2016 at City Hall. Members present were James Griffin, Patricia Meier, Sandra Ryan, Deanna Rickabaugh and Blair Young. Members that were not present were Wade Giddens and Jody Lutz. Administrative staff present was Celia DeLeon, City Manager; Diane Gonzales, City Secretary and City Attorney, Richard Lindner. Also present was Councilwoman Sharon Plant, 131 E. Mandalay; Roland Hinojosa, CPS Energy; Kara Hill, CPS Energy; Claudia Tovar, CPS Energy and Lori Lopez, CPS Energy.

Chairman Griffin called the meeting to order and announced a quorum was present at 5:03 p.m.

Approve minutes from June 29, 2016.

Blair Young stated he had one change at the bottom of page 5.

Vice Chair Meier stated she also had a change on the bottom of page 5.

Deanna Rickabaugh moved to approve the June 29, 2016 minutes as amended.

Vice Chair Meier seconded the motion.

The vote in favor of the motion was unanimous.

Review and discuss with City Public Service representative to draft an ordinance for the Local Retail and Mixed Retail Commercial Districts to bury utilities or place an above ground junction box or other connections at back of their property; take possible action.

Roland Hinojosa of CPS Energy stated he works in the Local Government Relations Department at CPS and introduced some of his associates, Kara Hill, Manager of Public Relations and Lori Lopez, Manager of Large Commercial Services. He stated he had been working with the City of Olmos Park for over 15 years and is very familiar with the services along McCullough. The different types of service voltages that CPS has available based upon the customer and the contractor requesting a certain type of voltage, are 120, 240, 480, single phase, 3 phase power, etc. CPS keeps in mind the City's codes and current City ordinances for what the customer and developer is allowed to build, where the electrical services will be designed for based upon their development and some of the property and set back lines. CPS works with 31 suburban Cities throughout their 1,500 square miles. Roland Hinojosa gave a PowerPoint presentation on the City's options with regard to providing electrical service for overhead and underground along McCullough.

Councilwoman Plant stated she is the President of the Economic Development Corporation until August and she is also a City Council member. This issue was brought up and is with what we thought was a temporary utility for the empty lot, the old Auto Tech that Mr. Covey owns next door to the Dabney's property that is apparently a permanent utility location. She stated she reached out to the City Manager to see if the City had any type of code restricting it because we are trying to beautify McCullough and that utility looks awful on top of the fence that the Dabney's installed to try to shield the utilities. She stated she has reached out to both parties and they are amicable to moving the utilities but going forward we have no ordinance to restrict utility placements. She stated she asked the Mayor to have this item on the agenda and have CPS help Planning & Zoning design something for future development on McCullough to give them options of electrical placement for either overhead, back of property or underground and not allow utility placement near McCullough which is quit unsafe. The least expensive option is

going from the pole to the building, then an option to locate the utilities in the back of the property and then the third option is to have the utilities buried underground which is up to the owner of what option they choose.

James Griffin asked Roland Hinojosa have you seen in other municipalities regulations that control where these utility boxes can be installed?

Roland Hinojosa stated we have a couple of Cities that we work with, City of Schertz and City of Universal City and they both request that electrical services be underground. The City controls what is to be developed when a developer comes in accordance with their standards and out of the 31 Cities that CPS works with these are the only two that request services to be underground.

Councilwoman Plant stated Council was not recommending that to be done.

Vice Chair Meier asked what currently exist at the old Auto Tech, is the location of the utility box now the only place it could go, was there another option and is there a safety issue with it being that close to the street?

Councilwoman Plant stated yes they could have put the utilities in the back of the property.

Roland Hinojosa stated as long as it meets the minimum clearances, vehicles and pedestrians can pass under there safely, than there would be no safety issues. It goes back to what the developer is requesting. The electrical contractor would come pull permits and CPS would not make any service connections until the City releases it and approves it.

Councilwoman Plant stated it is an eye sore and if a car hits it since it is so close to the street it could be a situation.

Councilwoman Plant stated as it stands right now, the electrical box can stay there but if the Commission could draw up an ordinance that states the boxes have to be so many feet from the street. She suggested to Alan Chesler the developer that if he can't pay to move the box in the back of the property than maybe EDC could pay half.

Roland Hinojosa stated if you have in your ordinance about setbacks we need to make sure you have the maximum requirements allowed because for large commercial services you can only go seventy-five to hundred feet. The right-of-ways and the setbacks vary through the whole entire stretch.

Lori Lopez, CPS stated the maximum is in the standards book but anything over that amount of measurement the customer has to then make their electrician available.

Roland Hinojosa stated when a developer comes in they need to know what their restrictions are so when they meet with the Building Official, that Official will need to catch it then in terms of where are they providing electrical service, gas, etc. and ask those questions before moving on to the next phase before the developer starts designing for it then the electrical contractor comes to pull the permit. You don't want to make it too much of a burdensome for small businesses.

The Commission discussed giving the City Attorney some direction in drafting an ordinance with the three options of installation of electrical services for customer point of delivery (bury the cable, connections to the back of the building or overhead) and fill in the maximum for the

setback being beyond the building which meets in the CPS Standards book. City Attorney will correspond with Roland Hinojosa with CPS for additional questions and bring back next month.

Deanna Rickabaugh moved to direct City Attorney to draft an ordinance and work with CPS Energy.

Vice Chair Meier seconded the motion.

The vote in favor of the motion was unanimous.

Discuss and take possible action regarding the creation of a new apartment zoning district for McCullough Avenue.

Blair Young stated we talked about this before about having multiple properties owned within a lot so they can be sold off to individuals. We can try to point out to the owners about seeing if they would be interested in this new zoning. Something that would encourage the older four-plexes to go away, they are falling down and encourage the owners they have something in value of development that they might not have thought of and show them how we could help them. We can invite the owners of these properties to come and talk to us.

Chairman Griffin stated the hard part would be contacting the owners.

Vice Chair Meier stated she would take a look at and see if she could contact some of the owners and meet for coffee and see what their thoughts are.

Vice Chair Meier stated we also need to work on an ordinance that says parking needs to be shielded from the public street by brick, stone, or shrubs. Any parking lot visible on the Eastside of McCullough will need to be shielded from a major thoroughfare and these would come under fence requirements and also come in under multi-family and all the parking would have to be parallel to McCullough.

Chairman Griffin asked for the Commission to take a look at those properties and come back and discuss and add to a future agenda, review and discuss screening on parking areas on McCullough.

Discuss and take possible action regarding creation of outdoor lighting regulations in all districts.

Vice Chair Meier stated this item was sent to us by City Council and two of the members have spill lighting into their yards. The purpose of this ordinance is to regulate outdoor lighting within the residential district of the City to illuminate obtrusive aspects of lighting and intended for use with enforcement, wattages, types of shielded light fixtures and all landscape lighting be permitted, a site plan must be provided and they would need to have a Landscape Architect.

Blair Young stated this is more of an education to explain to them how much more effective the lighting would be if they were on motion detectors. He also stated this ordinance is to educate people and provide security and not be offensive to the neighbors and to be more of a guideline.

Vice Chair Meier suggested to the Commission that she would go back and make some changes with the suggestions that were discussed and bring it back.

The Commission tabled this item until next meeting.

Discuss future agenda items.

Review and discuss screening on parking areas on McCullough.

Review and discuss sidewalks, curbs and driveway widths in the commercial area and refer to the San Antonio Sidewalks Driveway and Construction Excavation Guidelines and see how we want to define our driveway widths.

Blair Young asked can we discuss alarm companies that monitor smoke alarms and some companies are not licensed to monitor smoke alarms. A high majority of customers believe that their fire alarms are monitored when they aren't. There is licensing involved to be able to monitor fire alarms, and some alarm companies are ducking this responsibility all together by not offering it. Couldn't we give language for the City Council to review?

Richard Lindner stated the Commission has been delegated authority to look at and consider and make recommendations for zoning, you have not been delegated the authority to look at alarm companies which is not in the zoning code so you don't have the authority to discuss it.

City Manager DeLeon stated alarms would fall under the building code not under Planning & Zoning.

Next meeting will be August 31st at 5:00 p.m.

There was no other business and the meeting adjourned at 6:43 p.m.

James Griffin
Chair

ATTEST:

Diane Gonzales
City Secretary