

CITY OF OLMOS OARK
PLANNING AND ZONING COMMISSION
MINUTES OF MEETING HELD
DECEMBER 17, 2014

The Planning and Zoning Commission for the City of Olmos Park, Texas held a meeting at 5:00 p.m. on Wednesday, December 17, 2014 at City Hall. Members present were Patricia Meier, Wade Giddens, James Griffin, George Williams, Sandra Ryan, Joseph Johnson and Blair Young. Administrative staff present was Celia DeLeon, City Manager and Diane Gonzales, City Secretary.

Chairwoman Patricia Meier called the meeting to order and announced a quorum was present at 5:00 p.m.

Sandra Ryan and Joseph Johnson arrived at 5:05.

Approve minutes from October 28, 2014 and November 13, 2014

Wade Giddens moved to approve the minutes for October 28, 2014 and November 13, 2014 as submitted.

James Griffin seconded the motion.

The vote in favor of the motion was unanimous.

Approve previously submitted P&Z End of Year Report for 2014; take possible action

James Griffin moved to approve the previously submitted P&Z End of Year Report for 2014.

Blair Young seconded the motion.

The vote in favor of the motion was unanimous.

Discuss and review zoning requirements for new single family residential building permit process; take possible action

Blair Young stated if you are applying to build a residential structure the lot has to be zoned residential, so when you are applying for the permit to build new construction you should also at the same time applying to be zoned residential.

Blair Young stated my biggest fear is even though these houses haven't been built yet and the last thing you want is for someone to convert a garage into an apartment. If PSW did decide to put in an apartment complex, there is nothing we could say or do to stop them because they are zoned multi-family. If you are building a single family residence you should be on a single family block that way it helps protect the integrity of the whole block.

Wade Giddens stated we may have to prohibit single family in the other zones, however we might have an issue making it a condition to our permit but if it's in our zoning ordinance then they would be compelled to re-zone.

Blair Young stated part of the application process is if you want a permit it needs to be zoned residential and when you are applying for the building permit you also are asking to be re-zoned residential and if you are not and you are not agreeing to the setback because it doesn't fit the building function then you could have a re-course and go the Board of Adjustment.

Chairwoman Meier stated so when someone applies for a single family permit it has to be zoned residential and it prohibits single families except in SD1, SD2 and SD3. We have provisions for SD2 and SD3 that if they want to build they can apply for it.

Blair Young stated if I have prohibited, then I have taken value away from the land so we need them to request it. On the permit process it could be as simple as checking a box that you want zoned commercial or residential and a clause stating if it is zoned multi-family then you are applying for residential zoning and you check that box.

Wade Giddens stated either way you are preventing someone from building single family on multi-family.

Blair Young stated if we put this stipulation in, then they would be taking value out of their land.

Wade Giddens stated either way they can't build a single family on that property until they re-zone.

Blair Young stated they still have to apply for the permit and still have to conform to the building codes that we have set in place, so we are asking for the destination to conform to single family residential. A builder who wishes to build a single family home shall request re-zoning when filing for a permit.

Wade Giddens stated what we have now allows more of a restrictive use and more of a lessor restrictive zone so now you could build a single family home in an apartment district or in a retail district.

Chairwoman Meier stated what we have written in SD1, SD2 and SD3 ordinances will accommodate this new development and if you want single family you can apply to one of those zoning districts but when they apply they still have to come back for the building permit.

Blair Young stated if we created a district to conform to with the new setbacks like we have done, then we can say in the permit process which residential district you are applying for.

Wade Giddens stated to conform, it has to be more than 1 lot and I believe Blair Young's intent is focusing on PSW and trying to compel PSW to re-zone. Unfortunately what you are suggesting will affect other people in the future but won't do anything to compel PSW to re-zone.

Chairwoman Meier stated if I come in and want to build something 300 feet and want 30 foot lots and I tied in to the requirements that are levied on PSW, does that go away? If it were not 300 feet and I just wanted to build four houses and continuous and adjacent is not there, do I still have to follow all of the guidelines on SD3 that PSW has crafted for us.

Wade Giddens stated it would not be PSW's requirements; it would be on the SD3's district requirements which are based on PSW. If you have multi-family, there is nothing to prevent someone from building the PSW concept but with greater setbacks. PSW can re-zone as SD3

district because it will be one continuous and adjacent piece of property. We are looking for a way to compel PSW to re-zone residential.

Blair Young stated when you are applying for the permit; you are also given the zone.

James Griffin stated state law says you just can't re-zone. You have to go to Planning & Zoning add have public notices and then go to City Council.

Chairwomen Meier stated we need to table this item until next month and we need to discuss with our lawyer and Jim Raby what the process will be on applying for a zone.

Blair Young moved to table item until next meeting.

Sandra Ryan seconded the motion.

The vote in favor of the motion was unanimous.

Consider what reforms are needed to assure that the "Character" of Olmos Park is sustained as future development is proposed and what measures could be taken to accomplish the goal:

Review the City's ordinances relating to Olmos Park's commercial district; continue the discussion of the possible creation of ordinances relating to future 'parking', sidewalks, and storefront design(s) within the commercial district; take possible action

Chairwoman Meier stated what currently exist in our ordinances and what we might think is important to add as we look at the Economic Development Corporation project's that are being proposed. We need to review section 40-109, the local retail district and section 40-137, the mixed retail and commercial district, which are two different districts.

Chairwoman Meier stated when we met last month we talked about looking at what was in the Master Plan and under the Master Plan they are called Catalytic Projects. How does this apply to the Economic Development Corporation Project that is currently in play? The Economic Development Corporation has completed a survey that sought a traffic count on McCullough and that has been completed. Preparing and adopting zoning standards for the corridor and town center that supports the vision plan which we are looking at that aspect ordinance by ordinance. We need to discuss the relevance of the Corridor Plan and the Economic Development Corporation Project; we need a plan that has long term outcomes with parking requirements and need to set expectations for what we want it to look like in 5 years. We need a timeline and to talk to an architect and we are going to rely on Wade Giddens as our person to communicate with the engineers. The fourth item under the old plan was to commission a parking study which we need to work with our engineers. They suggested in the Master Plan under the Catalytic Projects that we have a town architect. When we made that suggestion at the last City Council meeting, Mayor Farrimond felt like we could do this project by project. We started on page one which was parking which is pedestrian safety in terms of sidewalks.

Wade Giddens stated we also need to talk about the setback requirements for the commercial district. The issue is our current code won't allow and requires a 20 to 30 foot setback. We have development on McCullough and we need to encourage more of the development on the front of the lots and parking in behind.

Chairwoman Meier stated we are going to look at and discuss the engineer survey which provides us buildings and setbacks from the curb and their property line. This survey also shows us side yard parking and back parking.

Wade Giddens stated I think we need to consider if we want to take a more urban approach as we are developed in a suburban nature, our buildings are setback and parking lots are built in front of our buildings. Do we want it to be more urban like the center of Olmos Park is? I don't think it is going to be helpful to us to create regulations that fit with what we have, let's create regulations to what we want Olmos Park to be in the future so when properties are developed in the future they will be developed in the manner that we see best.

Chairwoman Meier stated we can write the ordinances in lieu of not having a master plan. We will address the parking in terms of what we want the vision to be.

Wade Giddens stated I would write requirements that would put the buildings up towards the front and require parking on the sides and back.

Blair Young stated if we are talking about setting a vision, then we want to do things that are more beneficial to the commercial property owners.

Chairwoman Meier stated we want to do something that supports businesses and want to take more of an urban approach and parking on the sides and the back would achieve that, moving buildings up would not necessitate a change in the setback at least in the front 50 feet from the property line and 10 feet from the curb. Right now we have sidewalks that may vary from 6 to 12 feet. We need to study this and look at what properties might be behind these businesses that would be viable right now and if we had an ordinance that said we want to have parking in the back and the front. We need to start looking at it section by section like EDC is now and when the engineers are looking at this they need to know where to put curb cuts.

I propose to meet twice in January and come with more information and see what we can get accomplished in two meetings. I will send plats, pictures and copies to members. .

Next meeting is scheduled for January 7th and January 29th at 5:00 p.m.

There was no other business and the meeting adjourned at 6:42 p.m.

Adjourn

Patricia Meier
Chair

ATTEST:

Diane Gonzales
City Secretary