



Established 1824

The mission of the City of Victoria is to meet or exceed our citizens' expectations in the provision of municipal services.

CITY OF VICTORIA PLANNING COMMISSION  
REGULAR MEETING

THURSDAY, January 19, 2012  
5:15 PM

Council Chamber  
107 W. Juan Linn Street

**AGENDA**

**A: CALL TO ORDER**

**B: APPROVAL OF MEETING MINUTES**

December 15, 2011 – Regular Meeting

**C: CITIZEN COMMUNICATION**

[Chairperson will recognize any citizen wishing to address the Commission on issues not specifically listed on the Agenda.]

**D: DEVELOPMENT REVIEWS/FORMAL ACTION**

1. **VARIANCE REQUEST FOR 101 LEISURE LANE.** The property is legally described as Lots 1, 2 and 3, Block 1, Broad Acres, Victoria County, Texas. The property is owned by Ben and Kathleen Keating; received 12/9/11.

**The applicant is requesting one (1) variance to the City Code:**

- 1) Section 20-82(a)(1) which requires one driveway per lot for each local street on which they front. The variance will allow the placement of a second driveway onto Country Club Drive.
  - a. Planning Staff Briefing
  - b. Variance Public Hearing
  - c. Variance Deliberations

Planning Services:  
700 Main Center, Suite 115

P.O. BOX 1758  
VICTORIA, TX 77902  
PHONE (361) 485-3360  
FAX (361) 485-3364  
[www.victoriatx.org](http://www.victoriatx.org)



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## 2. SUBDIVISION AND DEVELOPMENT ORDINANCE REVISIONS.

- A. **Sidewalk Waivers.** A revision to move authority to approve sidewalk waivers from the Public Works Department to the Development Services Department.
- B. **Cul-de-sacs in Nonresidential Areas.** A revision to remove the separate turnaround radius requirement for cul-de-sacs on nonresidential streets.
- C. **Intersection Separation for Collector and Local Streets.** A revision to increase the separation distance between intersecting local and collector streets.
- D. **Land Use Designations.** A revision to eliminate the separate Office (O) land use designation.
- E. **Site Plans.** This revision will give the Development Services Department sole authority to approve site plans.
- F. **Off-Street Parking Standards.** This revision will add a parking ratio for dance/gymnastic facilities and simplify the retail parking standards. It will also eliminate the veterinarian office parking standard.
  - 1) Planning Staff Briefing
  - 2) Public Hearing
  - 3) Deliberations

### E: OTHER BUSINESS

- 1. Development Services Monthly Development Report
- 2. Discussion on Sign Ordinance Revisions

### F: ITEMS FROM PLANNING COMMISSIONERS

### G: ADJOURNMENT

\* In addition to the items listed under "Public Hearings" every item on this agenda shall be considered a public hearing.

\*\* Regardless of the agenda heading under which any item is listed, any subject mentioned in any word or phrase of any item listed on this agenda may be deliberated by the Planning Commission, and it may vote on recommendations and resolutions concerning any such item. Additionally, any ordinance of the City of Victoria relating to the development of land, including, but not limited to, Chapter 21 of the Victoria City Code, may be discussed and deliberated, and the subjects of this agenda are hereby stated as such, regardless of the limitations of any particular item on the Planning Commission agenda. Also, in this meeting, the Planning Commission may discuss: (1) Article XIII, "Signs" of Chapter 5 of the Victoria City Code, (2) the City's adopted Building Code, Electrical Code, Fire Code, Plumbing Code, Residential Building Code, or Minimum Housing Code, (3) the City's unsafe building ordinance, (4) City requirements to extend sewer, water, and other utility lines, (5) the provision of transportation facilities, including sidewalks, roads and public transit, within the City and its extraterritorial jurisdiction (ETJ), (6) the master plans of the City, including the City's Comprehensive Plan, Master Thoroughfare Plan, Master Drainage Plan, and Annexation Plan, (7) City restrictions on private water wells and septic tanks, (8) manufactured housing parks, permitting, and placement, (9) the City's capital improvements plans, (10) federal and state environmental restrictions on the City and residents thereof, (11) the control of nuisances within the City and the City's ETJ, (12) City restrictions on mineral

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production and exploration, (13) City requirements for landscaping and restrictions thereon, (14) restrictions on development in floodplains and floodways, (15) driveway restrictions, (16) platting requirements and procedures, (17) requirements for dedication and construction of land, easements, and facilities, (18) development guidelines, (19) parking requirements and restrictions, (20) drainage requirements and restrictions, (21) restrictions on fences, lighting, and building height, (22) zoning regulations, (23) infrastructure reimbursement methodology and requirements, (24) building setback requirements, (25) storm water drainage mains, channels, retention ponds, and other drainage facilities, (26) the width and construction requirements for streets and other public facilities, and (27) design principles for subdivision planning and development. No action or failure of the Planning Commission to act in any proceeding or any statement by any member of the Planning Commission may be relied on by any member of the public to limit the Planning Commission's right to discuss any of the aforementioned subjects in any of its meetings. Any statement specifying inclusion of any word or phrase shall not exclude non-listed items.

\*\*\* Any item on this agenda may be discussed in executive session if authorized by Texas law regardless of whether any item is listed under "Executive Sessions" of this agenda, regardless of any past or current practice of the Planning Commission. Executive sessions described generally hereunder may include consideration of any item otherwise listed on the agenda plus any subject specified in the executive session notice, to the maximum extent for which executive sessions are permitted pursuant to Chapter 551 of the Texas Local Government Code.

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## MEETING MINUTES

Date and Time: December 15, 2011  
5:15pm

### MEMBERS PRESENT:

Donna Rodriguez, Chairperson  
Keith Williams, Vice-Chairperson  
Jeff Bauknight, Secretary  
Richard Janecka  
Gabriel Lopez  
Dan Mikulenska  
Louise Hull-Patillo  
Omar Rachid  
Sharon Steen

### STAFF PRESENT:

Development Services:  
Jared Mayfield, Deputy Director  
Monica Leal, Development Coordinator  
  
City Attorney's Office:  
Linda Champion, Asst. City Attorney

Absent: None

**A: CALL TO ORDER** – Meeting was called to order at 5:15p.m. by Donna Rodriguez, Chairperson.

**B: APPROVAL OF MEETING MINUTES**

Mr. Bauknight made a motion to approve the November 17, 2011 Regular Meeting minutes as presented, Ms. Steen seconded. Motion passed.

**C: CITIZEN COMMUNICATION** – None.

**D: DEVELOPMENT REVIEWS/FORMAL ACTION**

**1. INDIAN TRAILS SUBDIVISION, SECTION 1, RESUBDIVISION #9** – final plat; 4 lots, 1 block, 63.687 acres; Planned Shopping Center use; Navarro Street addressing; H/S Victoria LP (owner); Urban Engineering (consultant); plat #111105; received 11/21/11.

**A. Planning Staff Briefing** – Monica Leal

The subject property is located on the northeast corner of Zac Lentz Parkway (LP 463) and North Navarro (US 77) and bordered to the north by East Larkspur Street and to the northeast by Parkstone Subdivision.

The subject tract is the location of Victoria Mall, Cinemark Theater, and is the remainder of Lot 2R, of Indian Trails Subdivision, Section 1, Resubdivision No. 1. At one time Lot 2R consisted of the entire mall property. However, Dillard's and JC Penny's lots were previously separated out by metes and bounds. Lot 2R is owned by

H/S Victoria LP. The applicant is proposing four (4) lots within the existing planned shopping center.

The purpose of this resubdivision is to create a lot for a possible future hotel development (Lot 2RB), and to create two additional lots. One lot adjacent to E. Larkspur (Lot 2RC) and one larger lot north of the proposed hotel site and west of the JC Penny's and Dillard's tracts (Lot 2RD).

Lots 2RB & 2RD do not have adequate public frontage and therefore, do not meet the minimum lot width requirement. City Code Section 21-83(b)(6) allows staff to reduce the minimum requirements for planned shopping centers with approval of the Planning Commission. The proposed plat is in compliance with all other minimum requirements for planned shopping center use contained within the Subdivision and Development Ordinance.

Staff recommends approval of the final plat.

- B. Deliberations – Mr. Bauknight expressed several concerns with the condition of the existing pavement/driveway, additional traffic in this area and access to adequate parking. After much discussion by the Commission it was determined that an access easement for the ring road would address the access concerns to the property.

It was further determined that the site plan for the proposed development would address the condition of the ring road in this area. Improvements would be similar to the other areas of the mall ring road, including curbing, striping of the parking lot, etc. The City only has jurisdiction over the Victoria Mall road from Zac Lentz Parkway up to the Sears Service Center area; this portion is city right-of-way. The remainder of the ring road is private property.

Mr. Janecka asked about the infrastructure and was informed that the water and sewer lines are right adjacent to the property. He also pointed out that the future building may not be a hotel. It is actually a two acre pad site and anything commercial could be constructed on it.

Ms. Rodriguez asked about access of Emergency Vehicles and was informed there would be adequate access.

Mr. Rachid questioned if the Commission did not approve this plat, what are the applicant's options. Ms. Champion responded that the applicant could apply for a variance. She further explained that a variance goes with the property where as the site plan requirements go with the specific project.

Mr. Williams asked if the staff had any concerns. Mr. Mayfield stated that any concerns they had were addressed by the access easement.

A motion was made by Ms. Hull-Patillo to approve the final plat, seconded by Mr. Williams. Motion passed unanimously.

**E: OTHER BUSINESS**

Development Services Monthly Development Report – Mr. Mayfield addressed the information in

the monthly report.

**F: ITEMS FROM PLANNING COMMISSIONERS** – None.

**G: ADJOURNMENT** – Motion to adjourn was made by Mr. Rachid and seconded by Mr. Williams. The meeting adjourned at 5:50 p.m.

**APPROVED:** \_\_\_\_\_  
Donna Rodriguez, Chairperson  
Victoria Planning Commission

**APPROVED:** \_\_\_\_\_  
Jeff Bauknight, Secretary  
Victoria Planning Commission



Agenda Item #: D-1

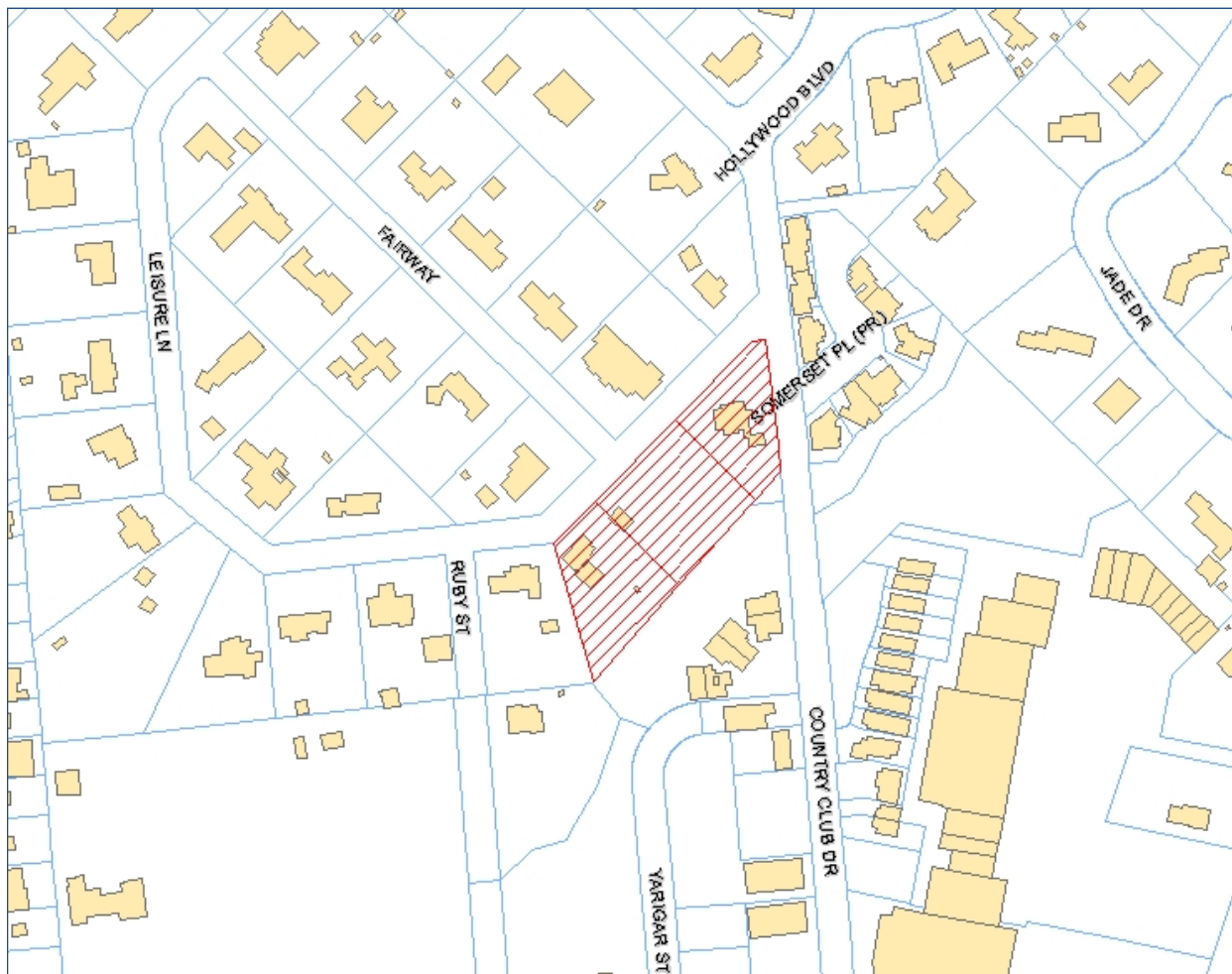
January 19, 2012

**CASE:**

1. Variance to Section 20-82(a)(1) of the City Code which requires one driveway per residential lot for each local street on which they front.

Location: 101 Leisure Lane. – Lots 1, 2 and 3, Block 1, Broad Acres, Victoria County, Texas.  
Land Use: Single Family Residential (R1)  
Applicant(s): Ben and Kathleen Keating, property owners  
Staff Contact: Monica Leal, Development Coordinator

**LOCATION MAP:**



**GENERAL DESCRIPTION:**

The subject property consists of 1.67 acres at 101 Leisure Lane in Broad Acres. The property is a corner lot with frontage on Leisure Lane and Country Club Drive. The property is a single family residence within a residential subdivision.

The property owner is in the process of reconfiguring the main entrance to the property. This would require removing one of two existing driveways on Leisure Lane and adding an additional driveway to Country Club Drive. There is an existing driveway to Country Club Drive for this property that will not be removed. Any modifications to existing residential lot would require the new driveways to comply with the current driveway ordinance.

The proposed variance would allow the property owner to have two driveways on a single street frontage for a residential lot. Since this is a corner lot, there is frontage on Leisure Lane and Country Club Drive. There are currently three existing driveways for this property. One driveway would be removed from Leisure Lane, and would be placed onto Country Club Drive. Country Club Drive would have two driveways.

The ordinance allows one driveway per lot for each local street on which they front. To construct in compliance with the current ordinance the driveway access would not be allowed to Country Club Drive.

**VARIANCE:****Staff Analysis:**

The variance request submitted by the applicant indicates that this type of construction would improve the safety of the current street and residence by moving the proposed new driveway 15 feet further back from the intersection of Leisure Lane and Country Club Drive. They would also be doing work within the right-of-way for Leisure Lane and improving the drainage along this street frontage. The applicant is also proposing to add a curb along the frontage of the lot with the residence in order to improve off-street parking along Leisure Lane for guests. The proposed second driveway along Country Club Drive would be for exit only. The culverts along lots 2 and 3 would be replaced with correctly sized culverts. This subdivision was developed prior to the current driveway ordinance. There are several existing residences within close vicinity that currently have two existing driveways on a single street frontage servicing one residential lot.

Allowing for a second driveway on this residential lot would not increase the traffic congestion within the subdivision. The allowance of a second driveway on Country Club Drive would allow for a second driveway on a street that carries heavier traffic than Leisure Lane. Removal of the second driveway would bring this lot into compliance. The applicant could keep the remaining driveway and create a roundabout driveway allowing for entrance and exit onto Leisure Lane.

If the variance is approved, Staff will require that the proposed second driveway meet the minimum construction standards for a residential driveway. The additional drainage improvement would also need to comply with all street and drainage requirements for the City of Victoria.

**Staff Concessions to Applicant:** None.

**Variance Review Criteria:**

Section 20-91(c) requires the applicant to show that literal enforcement of the ordinance provisions will result in an unnecessary and extraordinary hardship.

**In Favor**

- Granting the variance will not create a negative effect on the surrounding property.
- On-street parking will be reduced for this residence.
- There are currently several residences in close vicinity that have non-conforming driveways.
- There is currently a third driveway for this residence that is 15 feet closer to the intersection than the proposed new driveway, and is a safety concern.
- The literal enforcement of one driveway per street frontage will require that a driveway that is currently allowed be removed and a new safer driveway location not be allowed.

**Against**

- Granting of the variance would allow non-conforming driveway to remain.
- There are other alternatives, such as creating a roundabout driveway that enters and exits on Leisure Lane.

**STAFF RECOMMENDATION:**

Staff recommends denial of the variance request.

- Attachments: 1) Variance application  
2) Variance request letter

November 2, 2011

The City of Victoria

Development Services

RE: Ben and Kathleen Keating

101 Leisure Lane

Broad Acres, Block 1 Lot 1,2, & 3

Reason for Variance:

The owner seeks to provide safe off street parking & improve R.O.W. and site drainage.

The residence, encompassing 3 contiguous lots at 101 Leisure Lane, Lots 1,2,& 3 is on a street without curbs and gutters. The residence does not sit square to the front property line.

As the residence, at 101 Leisure Lane is on a corner lot at the intersection of Leisure Lane and Country Club Drive, guest parking creates a safety hazard. Off street parking in the configuration represented by the attached scaled drawings would address this in several ways. Guests' cars would not be crowding & obstructing the intersection. Cars would not have to park in the open swale. Please note that the property created by this intersection is at an acute angle. Further compounding conditions, the home does not sit perpendicular to Leisure Lane, hence the angle of the ramp off Leisure Lane to access the proposed motor court. Presently, one ramp of the current circle drive is very close to the intersection. We would like to eliminate this ramp. For safe exit from the on site parking the client requests an exit only ramp onto Country Club Drive. The position of this ramp is 15 feet further away from the intersection than the current circle drive ramp. Removal of the driveway ramp closest to the intersection and shifting the entrance driveway ramp to the west will create a safer environment for passersby and resident guests.

The client seeks to improve drainage along the street frontage as well. As it is presently, the swale fronting 101 Leisure Lane has deteriorated and does not drain properly. At Lot 2 the swale is

overwhelmed and street drainage travels across the site. The existing culverts are undersize to meet current standards and the open swales have settled to their natural angle of repose and clogged the undersized culverts. The client seeks to rectify this by installing culverts to meet the current standard, 18" diameter. We will reconstruct fine grading and maintain swales. Further, heavy storm run off at Lot 1 frontage is to be enhanced by two 18"x 18" heavy duty grates and concrete catch basins & drained by way of three 6" schedule 40 PVC lines to Country Club Drive. See attached plan. Additionally, 2- 18" schedule 40 drain lines with 18"x18" concrete catch basins with heavy duty grates are proposed to drain frontage at Lot 2 & 3. See attached plan.



## Variance Application

Application must be accurately completed, and accompanied by all required materials at the time of submittal. Incomplete submittals will be returned to the applicant. Development Services cannot guarantee a deadline extension for omitted information or materials.

The following items shall accompany the Application:

- Variance Application Fee. **(First request: \$150.00 Each Additional Request: \$50.00)**
- A copy of the deed(s) to the subject property verifying legal ownership.
- A legible site plan or plot plan of the subject property.
- A letter describing in detail the reason(s) for the request and the hardship on which the request is based.
- Other materials, as appropriate (i.e. photos, drawings, plats, petitions, etc.)

Please check the appropriate box(es) below to indicate the type of variance requested.

Subdivision Ordinance Variance       Sign Variance       Driveway Variance

### PROJECT INFORMATION

Project Name: Ben and Kathleen Keating

Project Address or Location: 101 Leisure Lane

Legal Description: Broad Acres, Block 1, Lot 1, 2, and 3

Parcel(s) Tax ID#: 41135

Acreage: 1.6667      Land Use: Residential

### OWNER INFORMATION

Owner Name: Ben and Kathleen Keating

Mailing Address: 101 Leisure Lane

City: Victoria      State: TX      Zip Code: 77904

Telephone: 361-485-0725      Fax: \_\_\_\_\_

Email: bek@ptlavaca.com

Owner, check ONE of the following:

I will represent this application myself; OR

I hereby designate Darryl Smith Joe Mummie (name of project representative) to act in the capacity as my agent for submittal, representation, and/or presentation of this request. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this request.

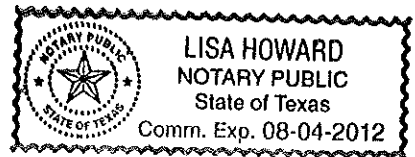
I hereby certify that I am the owner of the property and further certify that the information provided on this development application is true and correct.

Owner's Signature Kathleen D Kelly Date 12/7/11

State of Texas:  
County of Victoria:

SUBSCRIBED AND SWORN TO before me, this the 7 day of December 2011.

Lisa Howard  
Notary Public



Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

State of Texas:  
County of \_\_\_\_\_:

SUBSCRIBED AND SWORN TO before me, this the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

**PROJECT REPRESENTATIVE** (Complete If Designated By Owner)

Agent Name: Joe Mummie

Company Name: McKinno Associates

Mailing Address: 1137 West 26<sup>th</sup>

City: Houston State: TX Zip Code: 77008

Telephone: 713-202-1889 Fax: 713-293-0531

Email: bek@ptlavaca.com  
jummie@mcinnovassociates.com

**VARIANCE REQUEST:**

I / We, being the legal owner or agent of the property described above, hereby request that the Planning Commission and City Council of the City of Victoria consider the following variance request(s) to the City of Victoria Code of Ordinances:

**To allow driveway configuration and drainage improvements**  

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**per attached plan.**

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**REASON / HARDSHIP FOR THE VARIANCE:**

As noted in the instructions, *you must attach a letter* describing the reasons for the request and the hardship on which the request is based, stating the grounds for the variance and all of the facts relied upon for the case.

**SUBDIVISION ORDINANCE VARIANCE REVIEW CRITERIA:**

In order to recommend approval of a Subdivision Ordinance variance, the Planning Commission must make a finding of hardship by determining that all of the following criteria are met. ***In your attached letter, state how your variance request meets these four criteria. Please note that the hardship cannot be based solely on financial or self-imposed conditions.***

1. The granting of the variance will not be detrimental to the public safety, health, or welfare, or be injurious to surrounding property;
2. The granting of the variance is not based on a hardship which is self-imposed;
3. The hardship is not based solely on the cost of complying with the regulation;
4. The granting of the variance will not have the effect of preventing the orderly development of other land in the area in accordance with the provisions of this chapter; and
5. There are special or unique circumstances or conditions affecting the land involved such that the strict application of the provisions of this chapter would deprive the applicant of the reasonable use of the property.



Agenda Item #: D-2

January 19, 2012

CASE:

Subdivision & Development Ordinance Revisions

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Staff Contact: Jared Mayfield, AICP, Deputy Director

PROPOSED REVISIONS:

- a) Sidewalk Waivers – This revision will move authority to approve sidewalk waivers from Public Works Department to the Development Services Department. Development Services has been processing and approving the waivers for the last several years. City Code has not been updated to reflect this change in administration. This provision will simply clean up the ordinance to be clear.

Sec. 21-54(e)(3) The developer of a new single family residence in an existing, substantially built-out residential neighborhood in which sidewalks are not predominant may apply for a waiver of the requirement to install sidewalks. Additionally, a commercial or industrial developer may apply for a waiver on an open ditch, stripped-paved roadway. In any case, a parcel shall be eligible for a waiver only if the block-face on which the parcel is located is lacking continuous sidewalks, and the sidewalk required along the subject parcel would not complete the installation of sidewalks for the block-face. Such sidewalk waivers are subject to the approval of the Director of ~~Public Works~~ **Development Services**. As a condition of the waiver, the property owner(s) shall enter into a Sidewalk Agreement and Covenant with the City in the form approved by the City Attorney, which shall bind the owner(s) and subsequent owners to pay a pro-rata share of the cost of constructing a sidewalk along the street(s) adjacent to the subject property at such time in the future when the sidewalk is constructed. Once Sidewalk Agreements and Covenants have been entered into by the owners of all lots on a given block-face, or once a combination of existing sidewalks and sidewalk agreements are in place for an entire block-face, the City shall have a sidewalk installed on such block-face, and each property owner shall pay the pro-rata share of the cost of constructing such sidewalk.

- b) Cul-de-sacs in Nonresidential Areas – This revision will remove the separate turnaround radius for residential and nonresidential streets. Victoria does not classify streets as residential vs. commercial. Most cul-de-sacs in Victoria have been constructed to the 50 foot radius standard providing adequate turnaround space for emergency vehicles. Staff recommends revising this section to eliminate any confusion of which standard to apply.

Sec. 21-55(f): *Cul-de-sacs*. A cul-de-sac is a local street which is open at one end, with the closed end having a turnaround with a sufficient radius to facilitate the reversal of traffic movement. A cul-de-sac shall not exceed a maximum length of 750 feet; except that upon the recommendation of the Director of Development Services and with the approval of the Planning Commission, a cul-de-sac serving twenty-four (24) or fewer dwelling units may exceed 750 feet in length. For the purposes of this section, cul-de-sac length shall be

measured from the nearest right-of-way line of the intersecting street, along the centerline of the cul-de-sac, to the center of the turning radius of the turnaround.

A cul-de-sac turnaround ~~in a residential area shall have a minimum right-of-way radius of fifty (50) feet. A cul-de-sac turnaround in a nonresidential area shall have a minimum right-of-way radius of eighty (80) feet.~~

The terminus of a cul-de-sac, which shall be considered to be the right-of-way line at the end of the cul-de-sac, shall not be less than one hundred (100) feet from the right-of-way line of another street.

- c) Intersection Separation for New Streets – This revision will increase the separation distance between intersecting new streets. Recent development submittals highlight the need to review our intersection separation requirements. The re-subdivision of commercial tracts along the front of Lake Forest Subdivision into smaller residential subdivisions created additional public streets with minimum intersection separation and additional traffic conflict points along a heavily traveled section of Nursery Drive. Staff reviewed TxDOT Stopping Site Distance tables to establish recommended changes to Table 2.2. Stopping site distance is based on speed for various street classifications.

Sec. 21-55(c):

Table 2.2  
Intersection Separation and Off-Set Requirements for New Streets

NEW STREET	EXISTING STREET				
	FREEWAY	ARTERIAL		COLLECTOR	LOCAL
		35 MPH OR LOWER SECONDARY	40 MPH OR GREATER PRIMARY		
COLLECTOR	600 FT	300 FT 400 FT	600 FT	300 FT	N/A
LOCAL	N/A	300 FT 400 FT	600 FT	150 FT 300 FT	150 FT

- d) Land Use Designations – This revision will eliminate the Office (O) land use designation. There are no longer specific platting requirements for this land use as it follows the general commercial guidelines.

Sec. 21-81(a): *Land Use Designations.* For the purposes of this ordinance, the following Land Use Designations have been established:

- Single Family Residential (R1)
- Duplex/Two Family Residential (R2)
- Patio Home Residential (R3)
- Multiple Family Residential (R4)
- Townhouse Residential (R5)
- Manufactured Home Residential (R6)
- Rural Residential (R7)
- General Commercial (C1)
- Planned Shopping Center (C2)
- ~~Office (O)~~
- Industrial (I)
- Quasi-Public/Institutional (Q)

Park, Recreation or Open Space (Public or Private) (P)

- e) Site Plans – This revision will give the Development Services Department the sole authority to approve site plans. Development Services has been processing and approving site plans for the last several years. City Code has not been updated to reflect this change in administration. Additionally, this revision will require the developer's engineer to provide a certificate of compliance for improvements constructed in the public right-of-way.

Sec. 21-91(c) *Review and approval.* Two (2) complete sets of site plans shall be submitted to the Director of Development Services on or before the date of any site plan submittal deadline, as established by a schedule to be prepared and distributed by the Development Services Department. No site plan will be accepted for review which does not clearly and satisfactorily contain the information listed in Section 21-91(b) above. The Director of Development Services shall coordinate the review of site plans by the Department of Public Works, Fire Marshall's Office, and other appropriate departments.

Within ten (10) working days after the date of application, the site plans shall be returned to the applicant with staff analysis and commentary. Once corrections have been made by the applicant, six (6) corrected sets of site plans shall be submitted to the Director of Development Services. Within five (5) working days after the date of resubmittal, the Director of Development Services ~~and the Director of Public Works~~ shall review the final plans and either approve, disapprove or conditionally approve the plans. No building permit will be issued until the ~~infrastructure plan has been approved by the Director of Public Works and the general plan and landscape~~ site plan ~~have~~ **has** been approved by the Director of Development Services. No Certificate of Occupancy shall be granted unless and until all construction conforms to the approved site plan.

- f) Off-Street Parking Standards – This revision would add a parking ratio for dance/gymnastic facilities and simplify the retail parking requirements. It will also eliminate the veterinarian office parking standard, such uses would then follow the existing medical office standards.

Sec. 21-92(b):

Table 3.1

<u>Land Use</u>	<u>Parking Standard</u>
Recreation and Entertainment:	
Dance/Gymnastics Studio:	1 space per 400 sf of gross floor area
Retail Sales and Services:	
<del>Discount Store</del>	<del>1 space per 300 sf of gross floor area</del>
Hardware/Paint/Home Improvement	1 space per 400 sf of gross floor area
<del>Retail, General</del>	<del>1 space per 250 sf of gross floor area</del>
<del>Retail, Outdoor Sales</del>	<del>1 space per 500 sf of gross floor area</del>
<del>Shopping Center</del>	<del>1 space per 300 sf of gross floor area</del>
General Retail <30,000 sf	1 space per 250 sf of gross floor area
General Retail >30,000 sf	1 space per 350 sf of gross floor area
Supermarket	1 space per 250 sf of gross floor area
<del>Veterinarian office, pet grooming</del>	<del>1 space per 200 sf of examining, operating or grooming areas + 1 space per 400 sf of additional floor area</del>



*DEVELOPMENT SERVICES DEPARTMENT  
MONTHLY DEVELOPMENT REPORT  
December 6, 2011 thru January 9, 2012*

**MINOR PLATS RECEIVED:**

**Lone Tree Acres Resub No.30** – manufactured home lot; 2312 Tibiletti; 1.25 acres; Danny Alan Baker & Vicki Renee Baker (owner); Dennis Ellis (agent).

**MAJOR PLATS RECEIVED:** *None.*

**MINOR PLATS APPROVED:**

**Indian Trails Subdivision Sec.1, Resub No.9** – 3 Commercial lots; Victoria Mall – N. Navarro; 63.69 acres; H/S Victoria LP (owner); Urban Engineering (agent).

**MAJOR PLATS APPROVED:** *None.*

**DEED APPROVAL APPLICATIONS RECEIVED:** *None.*

**SITE PLANS RECEIVED:** *None.*

**Cross Roads Health Center Professional Bldg.** – General Commercial; 1403 Victoria Station Drive; Bhatia Family Investment Ltd. (owner); Gary McElhaney (Agent).

**Taco Bell Restaurant** – General Commercial; 1602 N. Navarro; Valley Bell Enterprises LLC (owner); Southern Multifoods, Inc.(Agent).

**Hilton Garden Inn** – General Commercial; 123 Huvar St.; Victoria Akshar Hotel, Inc. (owner); Balusek-Frankson (Agent).

**SITE PLANS APPROVED:**

**Stallion Oilfield Services** – General Commercial; 10205 US Hwy 59 N; Stallion Oilfield Services, Ltd. (owner); Urban Engineering (Agent).

**PLATS RECORDED** (*Major & Minor*):

*Lake Forest Subdivision Section 2, Phase 1, Resubdivision #1 Amended Plat – 12/16/11*

**CITY COUNCIL ACTION:** *None.*

## City of Victoria Monthly Activity Report

December 2011			Fiscal YTD - 3 months of year		December 2010	
Description	Total #	Valuation (rounded)	Total #	Valuation (rounded)	Total #	Valuation (rounded)
Residential Single Family	6	\$ 1,235,436.00	21	\$ 3,959,123.00	3	\$ 537,000.00
RMH Placement	2	\$ 89,500.00	7	\$ 264,866.00	2	\$ 86,500.00
Res Multi. Family	0	\$ -	244	\$ 10,000,000.00	0	\$ -
Res Add/Repairs	25	\$ 298,525.00	105	\$ 761,743.00	38	\$ 330,916.00
Comm. New Constr	0	\$ -	9	\$ 30,200,100.00	0	\$ -
Comm. Add/Repair	9	\$ 2,265,373.00	54	\$ 6,596,384.00	19	\$ 851,565.00
Signs	10	\$ 148,901.00	27	\$ 239,225.00	9	\$ 54,700.00
Other	35	\$ -	125	\$ 137,791.00	34	\$ 60,754.00
Plan Reviews	7	\$ -	20	\$ -	6	\$ -
<b>Total:</b>	<b>94</b>	<b>\$ 16,755,650.00</b>	<b>612</b>	<b>\$ 52,159,232.00</b>	<b>111</b>	<b>\$ 1,921,435.00</b>

### M.E.P. Permits Issued

December 2011		Fiscal YTD - 3 months of year		December 2010	
	Total		Total		Total
Electrical Permits	39	Electrical Permits	152	Electrical Permits	38
Mechanical Permits	15	Mechanical Permits	83	Mechanical Permits	36
Plumbing Permits	44	Plumbing Permits	139	Plumbing Permits	27
<b>Total</b>	<b>98</b>		<b>374</b>		<b>101</b>

### Permit Fees Collected

December 2011		Fiscal YTD - 3 months of year		December 2010	
	Total		Total		Total
Building	\$ 6,472.00	Building	\$ 35,126.00	Building	\$ 5,601.00
Electrical	\$ 2,363.00	Electrical	\$ 10,596.00	Electrical	\$ 2,584.00
Mechanical	\$ 1,077.00	Mechanical	\$ 9,445.00	Mechanical	\$ 2,001.00
Plumbing	\$ 8,588.00	Plumbing	\$ 14,937.00	Plumbing	\$ 1,750.00
License Fees	\$ 2,400.00	License Fees	\$ 8,200.00	License Fees	\$ 2,800.00
Plan Review Fees	\$ 2,187.00	Plan Review Fees	\$ 15,895.00	Plan Review Fees	\$ 937.00
Misc. Fees	\$ 1,170.00	Misc. Fees	\$ 3,309.00	Misc. Fees	\$ 1,193.00
<b>Total</b>	<b>\$ 24,257.00</b>		<b>\$ 97,508.00</b>		<b>\$ 16,866.00</b>