



MEETING MINUTES

Date and Time: Aug 17, 2011
5:15pm

MEMBERS PRESENT:

Donna Rodriguez- Chairperson
Keith Williams, Vice-Chairperson
Dennis Caka, Secretary
Jeff Bauknight
Richard Janecka
Dan Mikulenska
Louise Hull-Patillo
Omar Rachid

STAFF PRESENT:

Development Services:
John Kaminski, Director
Ray Miller, Deputy Director
Jared Mayfield, Deputy Director
Monica Leal, Development Coordinator

City Attorney's Office:
Linda Champion, Asst. City Attorney

MEMBERS ABSENT:

Sharon Steen

A: CALL TO ORDER – Meeting was called to order at 5:18p.m. by Ms. Rodriguez.

B: APPROVAL OF MEETING MINUTES

The July 21, 2011 Regular Meeting Minutes were approved as delivered. Ms. Hull-Patillo motioned to approve the minutes, seconded by Mr. Williams. Motion passed.

C: CITIZEN COMMUNICATION None.

D: DEVELOPMENT REVIEWS/FORMAL ACTION

1. **TERRAVISTA SUBDIVISION PHASE II** – preliminary and final plat; 7.61 acres; 24 lots, 3 blocks; single-family residential use; addressing on plat Brushy Creek and Sandstone Court; Arthur W. & Dolores B. Kenne (owner); Urban Engineering (consultant); plat# 110703; received 7/25/11.
 - a. Planning Staff Briefing – Ms. Leal stated TerraVista Subdivision Phase II is a proposed plat located along the north side of Ball Airport Road near the intersection of Mallette Drive. The property is being platted into twenty-four (24) single-family residential lots and two (2) non-buildable lots. Single-family residential lots in the proposed subdivision range from 8,125 sq. ft. to 22,219 sq. ft.

The subject property contains two proposed local streets with 60' of right-of-way: Brushy Creek and Sandstone Court. Access to the subdivision will be provided

through existing TerraVista Trail and Terra Place in Phase I of this development. These local streets will provide access to Ball Airport Road. A cul-de-sac will be provided off Sandstone Court with a non-buildable lot to allow for pedestrian access for connectivity of future phases.

There are two non-buildable lots within this development. Lot A is located at the end of the cul-de-sac on Sandstone Court, and is proposed for future pedestrian access. Lot B is located along the northern property boundary of Lot 5, Block 6 to provide for drainage of the proposed lots. Staff will require a note on the final plat indicating Lot B as either a drainage right-of-way maintained by the City or a drainage easement maintained by the Home Owner's Association (HOA). Lot A will also require a note indicating maintenance by the HOA, or to be equally divided among Lots 10 and 11 as a pedestrian access easement to be maintained by the property owners.

Phases I and II of TerraVista subdivision equal 66 lots with only one permanent point of access to Ball Airport Road. According to City Code Section 21-55(b)(5) a subdivision containing in excess of 50 lots shall have a minimum of two (2) points of access. There is a temporary cul-de-sac off Terra Vista Trail that ties into Ball Airport Road. This temporary entrance is intended to serve as a construction entrance for future phases. It is paved and can be used for emergency access until such time as the subdivision expands to make a permanent connection. In order to approve the plat, the Planning Commission must make a determination that *“reasonable alternatives have been considered and sound planning and subdivision design principles have been applied.”*

The construction plans have been reviewed and approved by the Public Works Department. The Planning Staff recommends approval of the preliminary and final plat.

- b. Public Hearing – None
- c. Deliberations – Mr. Bauknight questioned what happens if this subdivision reaches more than 100 lots with only one entrance. Mr. Mayfield responded that should additional phases be submitted bringing the total lot count to more than 100 lots, a variance would be required to the multiple entrance requirement. Mr. Mayfield informed the Commission that staff understood the developer planned for the next phase to include an additional entrance to Ball Airport Road.

Mr. Bauknight motioned to approve the preliminary and final plat with conditions upon the proper dedication and maintenance of the two non-buildable lots associated with this plat are indicated on the final plat prior to recordation, and the Planning Commission has determined that sound planning and subdivision design principles have been applied to this TerraVista Subdivision Phase II to allow for a single point of public access.” The motion was seconded by Mr. Janecka. There was unanimous approval and the motion passed.

E: OTHER BUSINESS

1. Development Services Monthly Development Report – Mr. Miller addressed the information in the monthly report.

2. TxAPA Conference in Austin – Mr. Kaminski informed the Commission of the upcoming conference in Austin, October 5-7, 2011. This is a good training opportunity and for those commissioners that have not attended in the past the City will pay registration and hotel costs.

F: ITEMS FROM PLANNING COMMISSIONERS – Ms. Rodriguez was noted that this would be the last meeting for Mr. Caka having served two, three year terms with perfect attendance. His service was greatly appreciated. Mr. Gabriel Lopez of TDECU will be replacing Mr. Caka.

G: ADJOURNMENT – Motion to adjourn was made by Mr. Caka and seconded by Mr. Janecka. The meeting adjourned at 5:43 p.m.

APPROVED: _____
Donna Rodriguez, Chairperson
Victoria Planning Commission

APPROVED: _____
Dennis Caka, Secretary
Victoria Planning Commission