



MEETING MINUTES

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

MEMBERS PRESENT:

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

STAFF PRESENT:

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

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

MEMBERS ABSENT:

Richard Janecka

A: CALL TO ORDER – Meeting was called to order at 5:17p.m. by Ms. Rodriguez, Chairperson.

B: ELECTION OF OFFICERS

The Board voted and approved the following slate of officers for the 2011-2012 year:

1. Donna Rodriguez – Chairperson Nomination motion made by Mr. Bauknight and seconded by Mr. Williams. Motion passed unanimously.
2. Keith Williams – Vice-Chairperson Nomination motion made by Mr. Rachid and seconded by Ms. Steen. Motion passed unanimously.
3. Jeff Bauknight – Secretary Nomination motion made by Ms. Rodriguez and seconded by Mr. Williams. Motion passed unanimously.

C. APPROVAL OF MEETING MINUTES

The August 17, 2011 Regular Meeting Minutes were approved as delivered. Mr. Rachid motioned to approve the minutes, seconded by Mr. Mikulenska. Motion passed.

D: CITIZEN COMMUNICATION – None.

E: DEVELOPMENT REVIEWS/FORMAL ACTION

1. **TERRAVISTA SUBDIVISION PHASE III** – preliminary and final plat; 7.07 acres; Arthur W. & Dolores B. Kenne (owner); Urban Engineering (consultant); plat# 110802; received 8/22/11.

a. Staff Briefing

Ms. Leal stated TerraVista Subdivision Phase III is a proposed plat of 7.07 acres. The subject property is located along the north side of Ball Airport Road near the intersection of Mallette Drive. The property is undeveloped and is being platted into twenty-four (24) Single-Family Residential lots for patio-home development and one (1) commercial lot. Residential lots in the proposed subdivision range from 6,501 sq. ft. to 10,695 sq. ft.

The subject property contains two proposed local streets with 60ft. of right-of-way: Vista Place and Sierra Court. Access to the subdivision will be provided through a new entrance to Ball Airport Road. A cul-de-sac will be provided off Sierra Court, which terminates at the existing hanger location. The proposed 24 single family lots would generate approximately 240 vehicle trips per day (based on ITE traffic generation software).

There is one (1) General Commercial lot within this development. This lot contains the existing airport hanger and will take access directly from Ball Airport Road via a temporary access easement. The existing easement will expire upon approval of a future resubdivision of said lot.

Staff recommends approval of the preliminary and final plat.

b. Public Hearing –

Ray Bridges, Urban Engineering 2004 N Commerce Victoria, TX 77901

Mr. Bauknight questioned whether this plat would eliminate the access easement the Commission requested as part of Phase II. In response to Mr. Bauknight's question, Mr. Bridges stated that this plat was a way of changing the temporary easements between cul-de-sacs to the permanent easement that Planning Commission requested.

c. Deliberations –

Motion was made to accept the Preliminary and Final plat of TerraVista Subdivision Phase III by Ms. Hull-Patillo, seconded by Mr. Rachid. Motion passed unanimously.

2. **TERRAVISTA SUBDIVISION PHASE IV** – preliminary and final plat; 6.17 acres; 27 lots, 2 blocks; single-family residential use; addressing on plat Flint Rock Court and Sierra Court; Arthur W. & Dolores B. Kenne (owner); Urban Engineering (consultant); plat# 110803; received 8/22/11.

a. Staff Briefing –

Ms. Leal stated TerraVista Subdivision Phase IV is a proposed plat of 6.17 acres. The subject property is located along the north side of Ball Airport Road near the intersection of Mallette Drive. The property is undeveloped and is being platted into twenty-seven (27) Single-Family residential lots.

The subject property contains two proposed local streets with 60ft. of right-of-way: Vista Place and Flint Rock Court. Access to the subdivision will be provided through a new entrance to Ball Airport Road. A cul-de-sac will be provided off Flint Rock Court. The proposed 27 single-family lots would generate approximately 270 vehicle trips per day (based on ITE traffic generation software).

The proposed plat contains a variance request that would allow the property owner to create two cul-de-sacs with a separation of approximately fifty-eight (58) feet. The ordinance requires a cul-de-sac to not be less than one hundred (100) feet from the right-of-way line of another street.

The plat proposes two cul-de-sacs with a "pedestrian connection" between Phase II and Phase IV. This will provide for connectivity within the subdivision and will be enhanced with a path and landscaping. A fence with pedestrian gate will be installed to disrupt the view and to prevent vehicular traffic from one cul-de-sac to the other. The variance request submitted by the applicant indicates that this type of subdivision layout is unique to Victoria and would be beneficial to this area. This subdivision is planned to develop in numerous phases with similar connectivity throughout.

Allowing for a decreased separation between these cul-de-sacs would not negatively impact the adjacent area. The pedestrian connectivity would reduce pedestrian and vehicular traffic along Ball Airport Road for those traveling between phases of this subdivision. Staff will require that the proposed development not allow for vehicular traffic from cul-de-sac to cul-de-sac for those traveling between phases of this subdivision.

b. Public Hearing – None

c. Variance Deliberations –

Motion was made by Mr. Rachid and seconded by Ms. Hull-Patillo to approve the variance with the condition that a gate be installed that prevents vehicular access. Motion passed unanimously.

d. Plat Deliberations –

Motion was made "*That the preliminary and final plat of TerraVista Subdivision Phase IV be disapproved subject to the approval of the submitted variance request by the City Council and the re-offer of any dedications upon approval of said variance. If the variance is approved by the City Council, the plat will be considered approved by the Planning Commission.*" by Mr. Williams, seconded by Ms. Hull-Patillo. Motion passed unanimously.

3. **RIO GRANDE MAIN VICTORIA, LLC.** Consider approval of an extension to the recording requirements for a Final Plat – final plat; 1 lot, 1 block; 2.05 acres; General Commercial use; 703 N Main St.; Speedy Stop Food Stores, LLC. (owner); Urban Engineering (consultant); plat #081001; received 09/22/08; extension requested 08/26/11.

a. Staff Briefing

Ms. Leal stated the preliminary and final plats for Rio Grande Main Victoria, LLC. were approved by Planning Commission at the October 16, 2008 meeting. The applicant planned to demolish the existing building on the property and redevelop the land as a general commercial use. However due to the economic situation, the project was delayed. Planning Commission previously granted one-year extensions in October 2009 and September 2010. The owner expects construction to begin in 2012 and is requesting an additional extension to the final plat's one-year recording/filing deadline.

- b. Deliberations –
Motion was made by Mr. Bauknight, seconded by Ms. Steen to allow the extension.
Motion passed unanimously.

4. CONSIDER AMENDMENTS TO PLANNING COMMISSION BY-LAWS

- a. Staff Briefing
Mr. Mayfield presented minor changes to the By-Laws to adopt formal term limits and to correct out of date wording related to the extra-territorial jurisdiction, the Department's name and the variance review criteria.
- b. Deliberations
A motion to accept the proposed changes was made by Mr. Rachid, seconded by Mr. Mikulenka. Motion passed unanimously.

F: OTHER BUSINESS

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

G: ITEMS FROM PLANNING COMMISSIONERS –

Ms. Rodriguez mentioned the need for a traffic signal at Mallette and Briggs/Mead Drive. Mr. Miller explained that there is a process that the City must go through to install traffic control devices. He mentioned that this intersection is already a four-way stop and probably does not warrant a signal at this time, but would pass the request on to the Public Works Department.

Mr. Williams asked if signage could be put up at the west bound frontage road of Zac Lentz Parkway at Nursery Road that states "do not block the intersection". Traffic from the US 87 and frontage road light queues up passed the Nursery Road intersection. This is a very short distance and traffic on the frontage Road is supposed to leave the intersection open when the light is at a stop position.

- H: ADJOURNMENT** – Motion to adjourn was made by Mr. Rachid and seconded by Mr. Bauknight. The meeting adjourned at 6:22 p.m.

APPROVED: _____
Donna Rodriguez, Chairperson
Victoria Planning Commission

APPROVED: _____
Jeff Bauknight, Secretary
Victoria Planning Commission