



MEETING MINUTES

Date and Time: May 17, 2018 at 5:15pm

MEMBERS PRESENT:

Greg Spears
Michael Atkinson
John Hyak
Julia Welder
Gail Hoad
Mary Ann Wyatt
Brian Rokyta

MEMBERS ABSENT:

James Johnson
Jill Trevino

STAFF PRESENT:

Development Services:

Julie Fulgham, Director of Development Services
Rick Madrid, Assistant Director of Development Services
Alina Phillips, Planning Manager
Celeste Menchaca, Planner
Lila Foster, Planning Technician

City Manager's Office

John Kaminski, Assistant City Manager

City Attorney's Office:

Thomas Gwosdz, City Attorney

A: CALL TO ORDER

Mr. Spears called the May 17, 2018 Regular Meeting to order at 5:15pm.

Mr. Spears welcomed Mr. Rokyta to the Planning Commission.

B: APPROVAL OF MEETING MINUTES

April 19, 2018 – Regular Meeting

A motion to accept the minutes was made by Ms. Wyatt and seconded by Ms. Hoad. The motion passed unanimously.

C: CITIZEN COMMUNICATION

There were no citizen communications.

D: DEVELOPMENT REVIEWS/FORMAL ACTION

1. **Variance Request for Navarro Central, Inc. – Harbor Freight Tools** – Request for variance to City Code for a tract legally described as being a part of 9.1954 acres and being a part of Clark Development Company Subdivision # 2 Lot 1 Block 1. The property is owned by Navarro Central, Inc.

A variance request to Section 20-90(b)(5);(c) - Nonconforming Driveway,

A variance request to Section 21-54(e)(3) - Sidewalks

a) Staff Report – Celeste Menchaca, Planner

Variance to Section 20-90(b)(5); (c) *Nonconforming Driveways* of the City Code which states: Any driveway access that does not conform to the provisions of this chapter but legally existed as a conforming driveway prior to May 1, 2010 may be permitted to continue as a nonconforming drive until: Any development that is required by the City Code to be accompanied by a site plan. In the event any of the above criteria are met, the nonconforming driveway shall no longer be permissible. No certificate of occupancy shall be issued on property containing a driveway required to be discontinued under this section, unless and until all applicable standards contained in this ordinance are met.

Variance to Section 21-54(e)(3) Sidewalks of the City Code which states: The developer or lot owner shall install sidewalks in the street right-of-way along the frontage of each lot prior to the issuance of a certificate of occupancy. This requirement applies to all land uses. 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 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.

3605 N. Navarro Street – legally described as being a part of 9.1954 acres and being a part of Clark Development Company Subdivision No. 2 Lot 1 Block 1.

Triple T Industries, on behalf of Navarro Central, Inc. – Harbor Freight Tools

The Current driveway is non-conforming and sidewalk does not exist. The City plans to improve Crestwood in the capital improvement projects. Any

driveways and sidewalks would be torn out during the road improvement and grade changes. The street will be reconstructed with concrete rather than asphalt.

Staff recommends approval of these variances.

Mr. Atkinson made a motion to accept the variance request as presented and the motion was seconded by Ms. Welder. The motion passed unanimously.

E: OTHER BUSINESS

1. Development Services Monthly Development Report – Celeste Menchaca

Ms. Menchaca presented the Monthly Development Report.

F: ITEMS FROM PLANNING COMMISSIONERS

There were no items from Planning Commissioners.

G: ADJOURNMENT

The meeting adjourned at 5:25pm.

APPROVED:

Greg Spears, Chairperson
Victoria Planning Commission

APPROVED:

James Johnson, Secretary
Victoria Planning Commission