

**MINUTES OF PLANNING AND ZONING COMMISSION  
FOR JANUARY 06, 2004  
MEETING**

**MEMBERS PRESENT:** JAN RUSSELL, BILL WILLIAMS, TOM CARSON, AND DAVID WRIGHT

**MEMBERS ABSENT:** RANDY JONES, LUPE LOZANO AND DR. GAGE

**STAFF PRESENT:** Carlos Vigil and Marcia McLaughlin

**VISITORS PRESENT:** LIST AVAILABLE

**MEETING OPENED:** 4:07 P.M.      **MEETING ADJOURNED:** 5:22 P.M.

**The First item** of business was to call the meeting to order.

**The Second item** of business was Citizen Comments. There were none presented.

**The Third item** of business was to approve the minutes from the meeting of November 11, 2003.

Mr. Wright made a motion to accept the minutes with a correction that, Tom Carson was in attendances at the November meeting. Seconded by Ms. Russell.

The motion carried by the following vote: AYES: Carson, Russell, Williams, Wright: NAYS: None: ABSENT: Gage, Jones, Lozano: ABSTENTION: None.

**The Fourth item of business was a Specific Use Permit** - to consider and make a recommendation for a Specific Use Permit for the property located at 502 Meadow to operate a day care, submitted by Mr. & Mrs. Michael Allison. Case # PZ-39-03.

After a presentation by staff, the Commissioners made a recommendation to deny this item.

Based on :

1. The excessive number (42-45) of children to be cared for;
2. The increase amount of traffic.
3. The possible effect on the character of the neighborhood.
4. The opposition of the residents adjacent to this location.

Mr. Carson made a motion to deny this item, with a second by Mr. Wright.

The motion carried by the following vote: AYES: Carson, Russell, Williams, Wright: NAYS: None: ABSENT: Gage, Jones, Lozano: ABSTENTION: None.

**The Fifth item of business was a Specific Use Permit** - to consider and make a recommendation to renew the Specific Use Permit for the property located at 4314 N. I-35, 4316 N. I-35 and 4317 N. Weaver for the three mobile homes for the Par Three Ranch, submitted by Michael Chrustawka. Case # PZ-40-03

The Commissioners questioned whether the property owner had complied with the stipulations of landscaping from the previous SUP approval. Compliance had been met.

Mr. Wright made a motion to approve the Specific Use Permit, with a second by Mr. Carson.

The motion carried by the following vote: AYES: Williams, Russell, Carson, Wright: NAYS: None: ABSENT: Jones, Gage, Lozano: ABSTENTION: None.

**The Sixth item of business was a Sign Variance** - to consider and make a recommendation for a Sign Variance for the property located at 100 W. Elm, submitted by Mr. Marvin Knight. Case # PZ-41-03.

After a presentation by Mr. Knight, Ms. Russell made a motion to approve this item, with a second by Mr. Wright.

The motion carried by the following vote: AYES: Williams, Russell, Carson, Wright: NAYS: None: ABSENT: Jones, Gage, Lozano: ABSTENTION: None.

**The Seventh item of business was a Sign Variance** - to consider and make a recommendation for a Sign Variance, to be located at the corner of Moss and South Howeth Street for Simpson Homes. Case # PZ-42-03

Withdrawn by Simpson Homes.

**The Eighth item of business was the Historic Guidelines** – to consider and make a recommendation to approve issuing a remodeling building permit, for the property located at 300 N. I-35. Case # PZ-43-03.

A discussion was held regarding the lack of detail on the request. The representative for the project was absent however Mr. Wright made a motion to approve and issue a building permit after all the details of color, materials and other details are submitted. Ms. Russell seconded it.

The motion carried by the following vote: AYES: Williams, Russell, Carson, Wright: NAYS: None: ABSENT: Jones, Gage, Lozano: ABSTENTION: None.

**The Ninth item of business was to discuss overlay districts.**

Withdrawn by staff.

**The Tenth item of business was to discuss** - amendments to the I-35.

After a presentation by staff, Mr. Bob Smith made comments to the Commissioners and suggested some changes to items # 19, 20, 23,24 and 26. The Commissioners directed staff to make changes and present at the next meeting.

Staff report :

The Commissioners asked staff to have Code Enforcement Officers check 314 N. Morris for code violations.

Without further business to discuss, the meeting was **adjourned @ 5:22 p.m.**