

MINUTES OF PLANNING AND ZONING  
COMMISSION FOR NOVEMBER 13, 2003  
MEETING

**MEMBERS PRESENT:** JAN RUSSELL, RANDY JONES, TOM CARSON, DR. GAGE, AND DAVID WRIGHT

**MEMBERS ABSENT:** TOM CARSON, LUPE LOZANO AND BILL WILLIAMS

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

**VISITORS PRESENT:** LIST AVAILABLE

**MEETING OPENED:** 4:07 P.M. **MEETING ADJOURNED:** 5:25 P.M.

**The First item** of business was to call the meeting to order. Mr. David Wright presided as Chairman

**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 October 13, 2003.

Ms. Russell made a motion to accept the minutes as written, seconded by Mr. Jones.

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

**The Fourth item of business was a zoning district change** - to consider and make a recommendation to rezone from Office (O) to Two Family dwelling (2F) for the property located At 323 & 327 Lindsay Street. Case # PZ-37-03.

Staff presented the History of this location, which indicated that this address was once zoned 2 Family in 1984 it was changed for the operation of a business. It was determined that the rezoning back to Resident will not impact the character of the neighborhood. Improvements to the property and building will be better than existing conditions.

Ms. Russell made a motion to approve the request for the rezoning, with a second by Dr. Gage.

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

**The Fifth item of business was a Preliminary Plat** - to consider and make a recommendation on the Preliminary Plat for Simpson Homes located on the corner of Moss Street and Howeth Street. Case # PZ-38-03

The Commissioners asked several questions to the developer and heard comments from the neighborhood residents. After much discussion, the developer agreed to construct sidewalks along the drive and in front of the duplex units. The units are proposed to be rental and have deed restrictions. The developer agreed to keep as many of the existing trees for screening between properties. Any proposed signage will have to be coordinated with Community Development.

Ms. Russell made a motion to approve the preliminary plat, with a second by Dr. Gage.

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

**The Sixth 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 table this item until staff could meet with legal council for the City to determine if the SUP would be legal since the operator would not be living on site and does not own the property. There were several citizens of this neighborhood who spoke against approval due to disruption, traffic and noise.

Dr. Gage made a motion to table this item at this time, with a second by Ms. Russell.

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

**The Seventh item of business was the Historic Guidelines** - to consider and make a recommendation to revise the Historic Zone and Guidelines for Historic Character Preservation.

The city council asked the Commissioners to review the Historic Zone to verify the inclusion of residential structures. The Historic Resource Survey of 1981 listed the proposed residential properties to be of significant value based on a list of criteria. Therefore, the Commissioners made a recommendation to leave the Historic zone as outlined and include the residential structures.

**The Eighth item of business was the Zoning & Overlay District** – to discuss.

After a presentation by staff, the Commissioners made a recommendation to staff that the ordinance with the more strict regulations should be elaborated for further review.

Without further business to discuss, the meeting was **adjourned @ 5:25 p.m.**