



## MEETING MINUTES

### Planning and Zoning Commission

Thursday, December 9, 2014

4:00 PM

City Hall, 200 Rusk Street, Council Chambers

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Chair:	Bill Williams
Commissioners Present:	Nathan Dempsey, William Koontz, and Teresa McElreath Emanuel Albarado (late)
Commissioner Absent:	Lynn Monden
Staff Present:	Linda Ames and Julie Smith
Visitors Present:	Mike Todd, Lisa Dritschler, Robert Gravley, Jason Botcher, Jack Frost, H.C. Cook

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#### **Item 1 - Declaration of Quorum**

With a quorum present, Chair Williams called the meeting to order at 4:00 pm.

#### **Item 2 - Approval of Minutes for October 30, 2014**

Commissioner Koontz moved to approve the minutes from the October 30, 2014, meeting as presented by staff; Commissioner McElreath seconded the motion. All present voted AYE. Motion carried unanimously.

**Adjourned regular-scheduled meeting and opened the public hearing at 4:01.**

#### **Item 3 – Open Public Hearing**

**To hear comments related to proposed amendments to the Sign Ordinance with respect to on-premise pole signs along IH-35 and Highway 82 and changing zoning references in the Sign Ordinance to match current zoning classifications.**

Chair Williams read the item into the record and invited any interested party to offer comments about the proposed amendments. No one stepped forward either in support or in opposition.

**Closed the public hearing and re-opened the regular-scheduled meeting at 4:02.**

**ITEM 4 – To consider and make a recommendation to the City Council for amendments to the Sign Ordinance with respect to on-premise pole signs along IH-35 and Highway 82 and to change zoning references in the Sign Ordinance to match current zoning classifications.**

Chair Williams read the item into the record and requested staff present their report.

Community Services Director Julie Smith shared the recommendation the City Manager and she proposed. Specifically, staff suggests copying the Code provisions for billboards - 35 feet above travel lanes as opposed to 35 feet from the ground. Also, staff recommended that this provision only apply to property immediately adjacent to Interstate 35 and Interstate 82. In addition to this change, staff also wanted to take the opportunity to clean-up the zoning district references related to on-site pole signs so that they aligned with current (2008) zoning districts.

Commissioner Koontz moved to accept staff's recommendation; Commissioner Dempsey seconded the motion. All present voted AYE. Motion carried unanimously.

**Adjourned from regular-scheduled meeting and opened the Public Hearing at 4:04.**

#### **Item 5 – Open Hearing**

**To hear comments related to a proposed zoning classification for permanent make-up uses.** Chair Williams read the item into the record and invited any interested party to offer comments about the proposed amendments. No one stepped forward either in support or in opposition.

**Adjourned the public hearing and re-opened the regular-scheduled meeting at 4:05.**

#### **ITEM 6 – To consider and make a recommendation to City Council for a proposed zoning classification for permanent make-up uses**

Chair Williams read the item into the record and requested staff present their report.

CSD Smith provided a brief history of the prior discussions the Planning and Zoning Commission had in work sessions to explore the different approaches to zoning for permanent cosmetics and tattoos. The Commission had asked staff to develop a means of permitting permanent cosmetics separately from tattoos. (They plan to take up zoning for tattoos once they have had an opportunity to review zoning classifications for downtown and major business corridors.) In particular, the Commission wanted to be able permit permanent cosmetic services in the same districts as Beauty Salons (Central Area, Restricted Commercial, General Commercial, Outside Commercial, and Industrial).

Using Canyon City, Texas, Code's definition for permanent cosmetics, staff proposed the following definitions which would permit permanent cosmetics in the same zoning districts as beauty salons:

#### **Article IV (General Definitions), Sec. 4.1 – Definitions, "Beauty Salon" is defined as:**

"Any establishment where cosmetology services are provided including hair care, nail care, skin care, and permanent cosmetics on a regular basis for compensation."

#### **Article IV (General Definitions), Sec. 4.1 – Definitions, "Permanent Cosmetics" is defined as:**

“A cosmetic technique which employs permanent pigmentation of the skin to resemble makeup, such as eye liner, eyebrows and other permanent enhancing colors to the face, lips, and eyelids.”

Commissioner McElreath moved to accept staff's recommendation; Commissioner Dempsey seconded the motion. All present voted AYE. Motion carried unanimously.

**ITEM 7 - To consider a preliminary plat for the Black Hill Farm Planned Development, approximately 155 acres, located generally east of Blacks Hill Drive, and consisting of mixed uses including agriculture, residential, and commercial. Submitted by owner Michael Todd. Case Number PZ-14-12-09 (SPP9229762)**

Chair Williams read the item into the record and requested staff present their report.

CSD Smith described the Black Hill Farm subdivision concept and explained the process for considering and approving preliminary plats. She also explained that after the applicant submitted the preliminary plat for Commission review, it became apparent that several items were missing that could not be remedied before the Planning and Zoning Commission's meeting. However, both the owner and the engineer were amenable to adding the items to the preliminary plat. Should the Commission agree with staff that these items should be added to the preliminary plat, they could include them in the motion.

Specifically, the cover sheet must include the owner's address, the date of submittal, and the words "Planned Development" must follow "Black Hill Farm." Also, each lot must indicate building setbacks (25 feet from the front property line, 20 feet from the rear property line, 7.5 feet from interior side yards, and 25 feet from street).

Consequently, staff recommends the Commission accept the preliminary plat with the following amendments:

- The cover sheet must include the owner's address, and
- The date must be on the cover sheet, and
- The words (Planned Development) set in parentheses need to be inserted after Black Hill Farm on the cover sheet, and
- Each lot needs to show the appropriate setbacks per current zoning ordinance for SF2.

Commissioner Koontz moved to accept staff's recommendation; Commissioner McElreath seconded the motion. All present voted AYE. Motion carried unanimously.

#### **Item 8 – Adjourn regular meeting**

Commissioner McElreath moved to adjourn the regular meeting; Commissioner Koontz seconded the motion. All present voted AYE. Motion carried unanimously. The meeting adjourned at 4:20 pm.

Signature of Chairman: *David Williams* Date: 1-13-2015  
Signature of Secretary: *Linda May Adams* Date: 1-13-2015