

MINUTES
Thursday, March 12th, 2015 Regular Meeting
Planning and Zoning Commission
City of Lago Vista

Chair Tara Griffin called the meeting to order at 7:05 P.M. in the Council Chambers at the City Municipal Building, 5803 Thunderbird Lago Vista, Texas. Members present were Tara Griffin, Jim Moss, Vernon Reher, Gary Zaleski and Andy White. Paul Smith and Richard Brown were absent. Development Services Director David Harrell, City Council Liaison Dale Mitchell and Development Services Secretary Sherry McCurdy were also present.

PUBLIC COMMENTS FOR NON-HEARING RELATED ITEMS.

There were no public comments.

CONSIDER THE MINUTES OF JANUARY 8, 2015 and FEBRUARY 5, 2015.

On a motion by Jim Moss and seconded by Vernon Reher the Planning and Zoning Commission unanimously approved the minutes of January 8th, 2015 and February 5th, 2015.

BUSINESS ITEMS

1. Election of Chair for 2015.

On a motion by Andy White and seconded by Vernon Reher the Planning and Zoning Commission unanimously voted to retain Tara Griffin as the Chair for 2015.

2. Sub Committee Reports:

A. Overlay District Sub-Committee Report.

Tara Griffin reported the Committee is going point by point on three different Overlay Districts. They are reviewing siding, parking, line of site along Bronco Lane, landscaping and site development requirements. They will focus on drafts for some of these items at their next meeting.

B. Guest House, Accessory Building and Sidewalk Sub-Committee Report.

Vernon Reher reported the sidewalk draft has been sent to legal. Paul Smith has sent info to David on Accessory Buildings and Guest Houses. Vernon asked that Model Homes be added to this Sub-Committee since they will start working on Model Homes now, also.

3. Discussion about Commission related items at the February 19, 2015 City Council Meeting.

David Harrell gave an update on the 4705 Navajo zoning case. He reported the City Council decision to allow for the decrease in setback but they did not approve the reduction in the minimum masonry requirement and the requested additional height.

He also reported the City Council approved an ordinance change that would allow all Advisory Boards to choose their officers. Dale Mitchell explained that all terms are now two (2) year terms for all Commissions and Advisory Boards.

4. Recommendation of Members for Steering Committee for Comprehensive Plan Update.

David Harrell explained the RFP for the Comprehensive Plan Update and the need for a selection/steering committee to review the reports and rank them on a point scale. He believes the Committee should exist of two (2) City Council members, two (2) City Staff members and three (3) Planning and Zoning Commission members.

Tara Griffin, Jim Moss and Gary Zaleski volunteered to serve as Planning and Zoning representatives on the committee.

On a motion by Vernon Reher and seconded by Andy White the Planning and Zoning Commission unanimously approved to recommend nomination to the City Council for Tara Griffin, Jim Moss and Gary Zaleski to serve on the Comprehensive Master Plan Steering Committee.

WORKSHOP ITEM

1. Review of Park zoning categories within the zoning code.

David Harrell gave a staff presentation explaining the staff report in the Planning and Zoning Commission Packet.

Vernon Reher explained the item being placed on the agenda came from a meeting with Vickie Wood and her concern for the Park Zoning category. He stated Vickie had written transcripts of comments made from a past Planning and Zoning Commission member that she was not comfortable with at that time.

Members of the Planning and Zoning Commission, David Harrell, and Dale Mitchell had a conversation regarding the contents of the Park Zoning. Items discussed included number of zoning categories, boat ramp, City Zoning Districts, possibility of offering memberships to non-members and previously proposed dog park. They reviewed the POA parks on the Zoning Map which was projected on the wall.

2. Discussion of Future Agenda Items from the last two years.

A list was furnished to the Planning and Zoning Commission detailing the Future Agenda Items that had been taken from the Minutes of the previous two (2) years.

Tara Griffin explained that Sherry McCurdy had researched the past two (2) years of Future Agenda Items and explained that everything on the list had been addressed at some point. She stated most of the items had been discussed in previous meetings and that a number of the items will continue to be discussed. She believes that all past Future Agenda Items have been addressed and will continue to be addressed as needed.

The members of the Planning and Zoning Commission, David Harrell and Sherry McCurdy went through the list and had conversation pertaining to the list. They also discussed different formatting of the list that would make it more effective and easier to track Future Agenda Items.

Tara Griffin suggested the Commission finish the projects they are presently working on including the Sub-Committees and the Comprehensive Plan and then add more projects. She suggested keeping the list and adding to it and would like to use the list as historical data.

Andy White discussed using a Cloud application called "Box" to establish an online filing system to

track the Future Agenda and other items covered by the Planning and Zoning Commission.

David Harrell stated the city is now researching different methods for the city's record retention system.

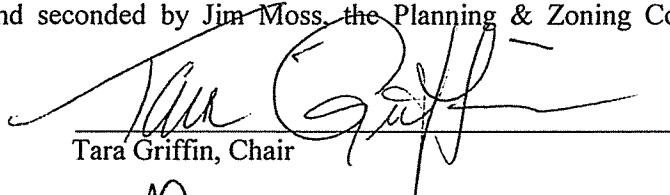
David Harrell and Andy White agreed to meet to discuss alternative methods to track the Future Agenda Items. Andy expressed he would like to have a method of tracking Planning and Zoning activities that is transparent to the public.

Vernon Reher expressed that he thinks time needs to be spent in a workshop to go through the list. He volunteered to work on a traffic light format for the Future Agenda List.

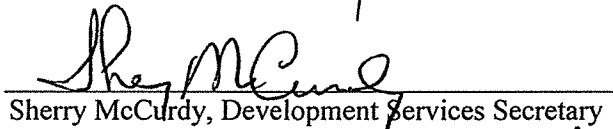
FUTURE AGENDA ITEMS

Vernon Reher would like for the Commission to continue to discuss possibly rotating a member of the Commission to attend City Council meetings.

On a motion by Vernon Reher and seconded by Jim Moss, the Planning & Zoning Commission meeting adjourned at 8:23 PM.



Tara Griffin, Chair



Sherry McCurdy, Development Services Secretary

On a motion by Jim Moss, seconded by Vernon Reher, the above and foregoing instrument was passed and approved this 23rd day of April, 2015.