



City of Granite Shoals  
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**FOR A REGULAR MEETING**  
**OF THE PLANNING AND ZONING COMMISSION**  
**GRANITE SHOALS CITY HALL, 2<sup>ND</sup> FLOOR COUNCIL CHAMBER**  
**2221 N. PHILLIPS RANCH ROAD**  
**GRANITE SHOALS, TX 78654**  
**TUESDAY, MAY 17, 2016**  
**6:00 P.M.**

*Oath of Office administration for new P&Z Commissioner Dooley was conducted 5-17-2016 mid-day by the City Secretary.*

Call to Order by Chair Wilson at 6:00 PM.

Commissioners Present:

Shannon Wilson  
Susie Hardy  
Paul Fletcher  
Shawna Williams  
Steven Dooley

Absent:

Terry Scott  
Claudine Gonzales

Staff present:

Ken Nickel, City Manager  
Preston Williams, Sr. Code Compliance Officer  
Elaine Simpson, City Secretary (arrived late at 6:12 PM) recording ---

*Commissioners will consider and may take action on any or all of the following items:*

**Public comment and announcements**

*At this time, any person with business before the Commission not scheduled on the agenda may speak to the Commission. No formal action can be taken on these items at this meeting. No discussion or deliberation can occur. Comments regarding specific agenda items should occur when the item is called. Anyone wishing to speak under this agenda item must complete a Comment Card and submit to the Chair or the Secretary, prior to addressing the Commission.*

**City Staff Announcements/Items of Public Interest**

Commissioner Terry Scott was absent, so his wife, Patty, delivered a note from Terry related to his opinions about taller fencing.

Chair Wilson thanked the Commissioners for modifying the meeting schedule to meet on Tuesdays.

There was clarification of the sign ordinance related to political signage. The city candidates who still have signs up have been asked to take them down.

City Manager Nickel invited the Commissioners to Volunteer Appreciation Night Reception at 5 PM to 6 PM in the City Hall Council Chambers on Tuesday, June 28, 2016. He also reminded them that they are invited to take a first time, or refresher, training course in Open Meetings Law presented by City Attorney Brad Young at 6 PM on Thursday, June 30<sup>th</sup>.

### APPROVAL OF MINUTES

1. Review and consider approval of the minutes from the Planning and Zoning Commission Regular Meeting of April 21, 2016.

Vice Chair Hardy made a motion, and Commissioner Fletcher seconded, to approve, as presented, the meeting minutes from the P&Z Commission Regular meeting of April 21, 2016. Motion carried by unanimous vote of 5-0.

### PLAT REVIEWS / PUBLIC HEARINGS

2. Hold a Public Hearing, review, discuss, consider and possibly take action to forward recommendations to City Council related to the following applications:
  - a.) Re-plat application of Don Sherman, surveyor with Willis-Sherman Assoc., Inc., on behalf of Kevin L. and Merrill Koyl, owners of property being lots 857-862 of the Kingswood section of Sherwood Shores II, commonly known as 1520 Kingsview Drive, to cure encroachments across lot and easement lines.

Chair Wilson called to order the Public Hearing at 6:51 PM

Chair Wilson adjourned the Public Hearing & reconvened open meeting at 6:52 PM

Mr. Sherman gave the applicant's report. He noted that there are 6 lots involved, and several structures. There are numerous encroachments. The PEC has released all applicable electric easements.

Staff recommends approval.

Commissioner Fletcher made a motion, and Vice-Chair Hardy seconded, to forward a favorable recommendation to City Council, regarding application of Don Sherman, surveyor with Willis-Sherman Assoc., Inc., on behalf of Kevin L. and Merrill Koyl, owners of property

being lots 857-862 of the Kingswood section of Sherwood Shores II, commonly known as 1520 Kingsview Drive, to cure encroachments across lot and easement lines. Motion carried unanimously by a vote of 5-0.

b.) Re-plat application of Don Sherman, surveyor with Willis-Sherman Assoc., Inc., on behalf of Olivia and Glen Scheible, owners of property being lots 107-110 of the Hillcrest section of the Sherwood Shores subdivision, situated on Lakecrest and Viewcrest Streets, respectively, to form one lot out of 4 lots to allow for construction across common lot lines.

Chair Wilson called to order the Public Hearing at 6:53 PM

Chair Wilson adjourned the Public Hearing & reconvened open meeting at 6:55 PM

Mr. Sherman presented the applicants report. He noted that these lots are vacant now, however the owners wish to build. During staff's on-site review, it was noted that there is a water line (easement) that will dissect the new combined lot. The owners understand that this water line/easement will remain in place and that no construction may be built over this line.

Mr. Sherman explained why owners could not build as they wish to build if Council combined the four lots into two lots. With two lots, one lot would have the dwelling, and therefore the other would not be allowed to have a garage/accessory (because that lot would have no dwelling).

Motion by Commissioner Fletcher, seconded by Commissioner Williams, to forward a favorable recommendation to City Council regarding application of Don Sherman, surveyor with Willis-Sherman Assoc., Inc., on behalf of Olivia and Glen Scheible, owners of property being lots 107-110 of the Hillcrest section of the Sherwood Shores subdivision, situated on Lakecrest and Viewcrest Streets, respectively, to form one lot out of 4 lots to allow for construction across common lot lines. Motion carried unanimously.

#### REGULAR AGENDA ITEMS:

3. Discuss, consider and possibly take action related to forwarding a recommendation to City Council regarding modifications to Granite Shoals zoning ordinance related to fencing in residential zoning districts, as discussed at previous P&Z meetings on March 17, 2016 and April 21, 2016.

There was a long discussion at previous meetings of raising the allowable fence height, for 'lot line' or property line fences. The Commissioners discussed potential issues related to traffic safety if there were solid wall side fencing that extended all the way to the front lot line.

Mrs. Scott explained that they would like to build a rock wall for privacy and security between their property and the Short-Term rental that is next door.

The Commissioners discussed requiring a ten or twenty foot setback from the front property line, to begin construction of solid fencing.

The Commissioners recommend there be a required ten foot (10') setback for the construction of solid wall type exterior fence. This solid wall/fence may be constructed to six feet (6') in height. Fence permits will be required in the future in order to restrict construction materials.

Then the Commissioners returned to the subject of 'interior' 'garden' 'special use' fencing for such interior uses as garden protection and dog runs.

Commissioners determined there was a need for 'lot-line' fencing, first. Second, there needs to be a definition of 'interior, special enclosure-type' fence.

Regarding the definition and regulations of the 'interior' fence, the following must be determined: where it will be allowed on a lot (just in back yard area), how large will it be allowed (a percentage of the total lot?), what materials will be allowed; will cedar post be allowed?

There was a brief discussion of the durability of various fencing materials.

Commissioners determined to return at the next P&Z meeting with recommendations for special purpose/interior fencing.

4. Discuss, consider and possibly take action related to clarifying the Commission recommendations related to driveways and parking.

There was a brief discussion of driveways and parking. Mrs. Scott noted that there are not specific requirements for adequate parking for Short Term Rental houses.

There was a discussion regarding regulations for large recreational vehicles (RVs) to be parked on the back of lots. When the lot is on the lakeshore, the house may be oriented with the front of the house facing the lake, instead of the street. This would mean that RVs would be visible from the street.

Roger Shortcamp spoke and explained that his neighbors are often in violation of the parking regulations. They park on the yard on the grass, and also park vehicles which are larger than allowed. This behavior has damaged the culvert on their block.

There was a brief discussion of non-residential off-street parking. The regulations for commercial off street parking are governed by the Fire Code for number of parking spaces, etc.

5. Discuss, consider and possibly take action related to non-conforming structures, including encroachments of eaves and overhangs into setbacks, and set Public Hearing for proposed Ordinance to be held at the P&Z meeting June 21, 2016.

Proposed Ord. 691, as discussed by City Council at their May 10, 2016, was provided to the Commissioners in the agenda packets.

Motion was made to set Public Hearing for proposed Ordinance #691 for June 21, 2016 for Planning and Zoning at 6 PM by Commissioner Williams, and was seconded by Commissioner Fletcher. Motion carried unanimously by a 5-0 vote.

6. Discuss, consider and possibly take action related to recommending removal of concrete board as an approved building material for new construction.

There was a discussion regarding whether or not 'cement board' should be classified for use as a 'masonry' product. Vice-Chair Hardy noted that the Commissioners and Council members had composed a list of allowable building materials including rock, stone, brick, glass and siding. Without the requirement that a certain percentage of these materials be used, it appears that many dwellings are being built of only cement board. See 'Exhibit A' to these meeting minutes.

No official action was taken on this subject.

7. Continue to review and discuss the Granite Shoals Zoning Ordinance, as supplemented. *(The P&Z Commissioners have been reviewing the entire Zoning Ordinance, which is Chapter 40 in the city code. At their meeting on June 18, 2015, the Commissioners reviewed sections 40.8 through 40.11, at their July 16<sup>th</sup> meeting they reviewed Section 40.12 General Business District GB-1 through Section 40.14 Industrial District item d. #9. At their August 20, 2015 meeting, the Commissioners resumed reviewing Industrial District and reviewed through 40.17 Height and area restrictions, generally. September 17<sup>th</sup>, the Commissioners discussed regulations of non-conforming structures, Administration, the Board of Adjustments and also driveways. At their meetings October 15<sup>th</sup> and November 19<sup>th</sup>, and January 21<sup>th</sup>, the Commissioners reviewed parking and Drive-ways section again. February 18<sup>th</sup> the Commission reviewed the Ordinance related to signs, boat docks and Vacation Home Rentals. On March 17, 2016 the Commissioners reviewed requirements for annual inspection of Vacation Home Rentals. April the Commissioners did not review the Ordinance. Tonight, the Commission will consider moving forward through the Ordinance, starting with Planned Development Districts (PD)).*

No action was taken on this agenda item.

8. Identify future agenda items
- Review of draft amendment to the City Comprehensive Plan for Road Improvements – & Streets and Water Advisory Group recommendations at future meeting.
  - Non-conforming Structures

9. Adjourn.

With no other items on the agenda, and no objections from the Commissioners, Chair Wilson adjourned the meeting at 8:05 PM.

The next meeting of the P&Z will be held on June 21, 2016.

I, Shannon Wilson Chair of the Planning and Zoning Commission for the City of Granite Shoals, Texas, certify that the attached are true and correct minutes taken from recordings and notes of the Planning and Zoning Commission Regular meeting held on May 17, 2016.

Shannon Wilson date July 19, 2016

Exhibit 'A'  
P:3 May 17, 2016

- (4) *Rejection.* If the review results in a rejection of the submitted plans, the City Manager or City Manager's designee will send a letter of rejection to the applicant within five business days after rejection is given stating the specific reasons for the rejection. The applicant may modify the plans accordingly and resubmit the new plans to the City Manager or City Manager's designee at any time after this notice is received.
- (5) *Appeals.* Any person may appeal the City Manager or City Manager's designee's decision (rejection) to the Board of Adjustments.
- (6) *Design guidelines.* The following will be used as guidelines in determining the acceptability of submitted designs:
- All plans submitted, must comply with the building codes in effect for the city at the time said plans are submitted.
  - ~~2000~~ Surface area of any building façade, *facing the public roadway, should be 40%.* must be glass, rock, wood, masonry, copper, vinyl siding, aluminum siding, ~~cement board~~, or combination thereof. Wood must be properly painted, stained, protected, sealed or otherwise treated appropriate for the type of wood material used. Except for accessory storage buildings, sheets of pressed wood or plywood material are not considered acceptable as wood or masonry.
  - Masonry buildings may use brick, stone, stucco and similar materials. If concrete or cinder block is used, it must be textured and painted, or coated with stucco or a similar material.
  - Driveways and parking areas must be graded and paved or graveled with a dust-free material (includes granite gravel).
  - Minimum landscaped open space must be provided as follows:
    - Office uses: 15 percent of lot area;
    - Commercial uses: 10 percent of lot area;
    - Industrial uses: 5 percent of lot area.Said area must be landscaped with grass, shrubs, trees, flowers, native vegetation or drought-resistant plants.
  - Material used on the framing or exterior surfaces of any structure must be new and of good quality. Antique, reclaimed or recycled material may be used on interior surfaces at the property owner's discretion.
  - All heating and air conditioning equipment shall be screened from the view from any public street.
  - Rear yards shall be required, only in the instance when the property abuts, along its rear lot line, property zoned and used for residential purposes, in which case a ten foot (10') rear yard shall be provided between GB uses and Residential uses, and not less than a twenty foot (20') rear yard between Industrial uses and Residential uses.

*facing the public roadway, should be 40%.*

*brick, rock or stone, for remaining these are materials may be used: glass, rock, wood, masonry, copper, vinyl siding.*

- (b) *Zoning map.* The location and boundaries of the districts herein established are shown upon the official zoning map, which is hereby incorporated into this chapter. The zoning map is maintained at city hall.
- (c) *Permitted uses are listed for the various districts.* Uses not specifically listed are prohibited.
- (d) *Used buildings.* No building which is not constructed of new materials, shall be designated for use for any purpose or in any manner moved, relocated or permanently installed within the corporate limits of the city; provided, however Texas Manufactured Housing, or Texas Industrialized Housing, no older than five years of age, and used for residential purposes in a district zoned residential, shall be exempt from this section.

**Sec. 40-5. - General compliance for all districts.**

- (a) Temporary electrical meters should be installed and maintained in a safe manner, Pedernales Electric Cooperative (PEC), should be consulted for specific safety requirements at installation.
- (b) Surface area of any building façade must be glass, rock, wood, engineered wood exterior siding, masonry, copper, vinyl siding, aluminum siding, cement board or combination of these materials. Wood must be properly painted, stained, protected, sealed or otherwise treated appropriate for the type of wood material used. Corrugated metal sheets are not an acceptable siding material in residential areas. Sheets of pressed wood or plywood material, not specifically engineered for use as exterior siding, are not considered acceptable except when applied to an accessory storage building.

**Sec. 40-6. - Single-Family Residential District, R-1.**

- (a) *Permitted uses.* In Single-Family Residential District, R-1, no building or land shall be used, and no building shall hereafter be erected or structurally altered, unless otherwise provided for in this chapter, except for one or more of the following uses:
  - (1) Single-family dwellings.
  - (2) Churches and other places of worship.
  - (3) Colleges, universities, vocational schools and schools of higher learning.
  - (4) Parks, playgrounds, community buildings and other public recreational facilities owned and/or operated by the municipality or other governmental agency.
  - (5) Public buildings including libraries, museums, police and fire, and primary or secondary schools.
- (b) *Prohibited uses.*
  - (1) Use of a recreational vehicle, tent, lean-to, shack, or temporary structure of any nature for residential occupancy.