



City of Granite Shoals
2221 N. Phillips Ranch Road
Granite Shoals, TX 78654
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**MEETING MINUTES
FOR A REGULAR MEETING
OF THE PLANNING AND ZONING COMMISSION
GRANITE SHOALS CITY HALL, 2ND FLOOR COUNCIL CHAMBER
2221 N. PHILLIPS RANCH ROAD
GRANITE SHOALS, TX 78654
TUESDAY, SEPTEMBER 20, 2016
6:00 P.M.**

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

Commissioners Present:

Shannon Wilson
Susie Hardy
Terry Scott
Paul Fletcher
Claudine Gonzales
Steven Dooley

Absent:

Shawna Williams

Staff present:

Ken Nickel, City Manager
Preston Williams, Sr. Code Compliance Officer
Elaine Simpson, City Secretary - recording ---

The numbering below tracks that of the agenda, whereas the actual order of consideration may have varied.

Public comment and announcements / City Staff Announcements/Items of Public Interest

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.

- Nomination Period for the 2017 John Rinehart Memorial Award for Outstanding Community Service, June 30th through September 30th, applications available at City Hall and on the city website at <http://www.graniteshoals.org/DocumentCenter/View/687>
- Application period for City Council vacancy in Place #3, ends September 30, 2016 at 3:00 PM.
- *Fall City-Wide Clean Up Day* – Saturday, October 15, 2016, City Hall campus 8 AM to 12 noon.

Mr. Jim Davant, 310 S. Shorewood, Granite Shoals, TX 78654: Explained that he had provided some information to Chair Wilson and to the City Manager related to fence height in relation to ‘deer proof’ fencing.

APPROVAL OF MINUTES

- 1) Review and consider approval of the minutes from the Planning and Zoning Commission Regular Meeting of August 16, 2016.

Commissioner Fletcher motioned, and Commissioner Scott seconded, to approve, as presented, the meeting minutes from the P&Z Regular Meeting of 8-16-2016. Motion carried by unanimous vote of 7-0.

PUBLIC HEARING(S)

- 2) Consider request from Don Sherman, on behalf of Kyle West, property owner at 905 N. Castle Hills Drive, for a re-plat of lots 425, 426, 427, 502, 503, 504 and 501 in the Mystic Castle section of Sherwood Shores subdivision, to cure existing encroachments across lot lines and easements.
 - a) Hold a Public Hearing
 - b) Possibly take action to forward a recommendation to the City Council upon this request.

Chair Wilson opened up the Public Hearing at 6:04 PM.

Mr. Sherman gave the applicants report. He explained that the PEC easements have been released. There are 7 lots involved here, and this re-plat will solve all the encroachment issues.

City Manager Nickel explained there is a portable building, the city will request that the owners move it out of the setback. The City is unable to require the portable building be moved and it is not sufficient reason to refuse approval of the re-plat.

It was discussed that the owners will continue to be on their own well water, and not city water.

Chair Wilson closed the Public Hearing at 6:08 PM

Commissioner Scott motioned, and Commissioner Fletcher seconded, to forward a favorable recommendation to City Council as requested, for application from Don Sherman, on behalf of Kyle West, property owner at 905 N. Castle Hills Drive, for a re-plat of lots 425, 426, 427, 502, 503, 504 and 501 in the Mystic Castle section of Sherwood Shores subdivision, to cure existing encroachments across lot lines and easements. Motion carried by a 5-1 vote. Ayes: Wilson, Scott, Fletcher, Gonzales and Dooley. Nay: Hardy.

- 3) Consider recommendation of Streets and Water Advisory Group (SWAG) regarding Update to Transportation Plan – 2016 section of the City of Granite Shoals Comprehensive Master Plan.
 - a) Hold a Public Hearing
 - b) Possibly take action to forward a recommendation to the City Council upon this request.

Chair Wilson opened up the Public Hearing at 6:12 PM

Chair Wilson closed the Public Hearing at 6:24 PM

City Manager Nickel presented the staff report. This 'update' regarding the Transportation Chapter of the City's Comprehensive Plan is to modify some definitions. Our City Comprehensive Plan is from 2010. The firm that did this for us, used some definitions that turned out to be ambitious and rather 'cookie cutter' and probably more suited to larger cities. In some parts of the plan, there were descriptions of divided boulevards with medians in the middle. This is actually unlikely to happen in the future. We believe that our major arterials will be similar to RR 1431, and the minor arterials will be similar to Phillips Ranch Road and Valley View Lane.

This amendment proposed tonight is to add some more appropriate definitions/classifications. Council Member Eric Tanner composed these proposed modifications several months ago. They went to the Streets and Water Advisory Group (SWAG) and the SWAG forwarded these to the Planning and Zoning with a favorable recommendation.

The P&Z is holding the Public Hearing tonight, as was published in the Highlander news. P&Z Commissioners will be asked tonight to forward a recommendation on this proposed amendment to the City Council. Council will hold their Public Hearing at their next regular meeting; September 27, 2016.

The Commissioners discussed 'page 6 – 2016 Revisions' language related to Short and Long term recommendations.

This topic was actually sparked by discussion of other Road Projects. There was a brief discussion of the Wirtz Dam Bridge Road project, and how likely the city is to annex in this direction. There was also a discussion of the city's current Arterial Road Infrastructure Project which is the subject of a bond election in November and a grant application to be sent to the US Dept. of Agriculture.

There was a discussion of the need for appropriate classifications/definitions of major and minor arterials, collector streets and local streets.

Commissioner Fletcher motioned, and Commissioner Scott seconded, to forward a favorable recommendation to City Council regarding the recommendations of SWAG to update/amend the Transportation chapter of the City Comprehensive plan, as presented. Motion carried unanimously by a 7-0 vote.

REGULAR AGENDA ITEMS:

- 4) Review information from City Council related to proposed modification to the Zoning Ordinance, Chapter 40, related to Fencing in residential zones.

(At their July 19, 2016 meeting, the Planning and Zoning Commissioners made some recommendations to forward to the City Council related to Fencing for the R-1 Single Family Residential District. City Council responded with six items of concern/questions. The Commissioners reviewed the information from Council Members and composed another draft recommendation at their meeting on August 16, 2016. The Commissioners will review this new proposal, before formatting to send to City Council.)

August 16, 2016 version:

would change Zoning Ordinance 40.6 (p) to read:

Fencing. Fences may be located directly on the property/lot lines. A fence permit is required before the construction of any fence. The fence permit fee shall be found in the General Fee Schedule in the City Code of Ordinances.

As of the date

(1) Fence materials. All fences shall be constructed with new and of good quality materials. Allowable materials are milled wood, split-rails, masonry, rock, stone, chain link and/or wrought iron.

a. Chain link fences are required to have a top rail, bottom guide wire and traditional chain link fence hardware.

b. Cinder block shall not be considered a masonry product.

c. Except as provided in subsection (p)(1)d., agriculture fence materials such as pipe, drill stem, T-Post, rolled wire fence, stranded wire, barbed wire, cow panel, corral panel, non-milled cedar posts, and all other types of agriculture fencing shall not be allowed in any residential district.

d. Sheets of galvanized welded wire panels of 20 feet or less, framed in wood, metal or masonry are allowed.

(2) Fence height.

a. Front yard lot line maximum height six feet. Front yard fencing on property line must have no more than 50 percent density. If set back 10' from the front lot line, fence may have greater than 50 percent density (i.e. solid).

b. Side yard lot lines may maintain six feet maximum height. On each side for first 10 feet back from the front yard lot line, the fence must be no greater than 50 percent density.

c. Rear yard lot line maximum height six feet.

d. All posts, pillars, columns, arches, decorative tops, lights, and gates shall not exceed allowed fence heights by greater than 12 inches (one foot).

e. For through lots (street to street), each parallel side of the lot facing a street shall be subject to the same fence height and setback restrictions that apply to a front yard.

f. For corner lots, each side facing a street shall be subject to the same fence height and setback restrictions that apply to a front yard.

(3) Deviations from Fencing Regulations: A citizen desiring to secure a fence permit for a fence that deviates in any way from these restrictions, must be granted a Conditional Use Permit from City Council approving the exception(s), before a fence permit may be granted. The fee for a Conditional Use Permit shall be found in the General Fee Schedule of the Granite Shoals City Code of Ordinances.

The Commissioners discussed, at length, the wording as proposed. They determined that they would prefer to take the word 'milled' off the word 'wood'. They would eliminate 'split rails' as an allowable fence material, as it is 'wood'. They discussed various kinds of wood. It was decided that plywood/pressed wood was not an appropriate fence building material, even though it could be argued that it is wood.

The Commissioners discussed that they were in agreement that the city should start requiring a fence permit. This should not be expensive, just a permit requirement that means the property owner will have to come to City Hall to get a permit and see the requirements for a fence.

The Commissioners reviewed the Ordinance for Highland Haven, Texas. It references fences, walls and screening vegetation.

The Commissioners discussed that the Conditional Use Permit would be the avenue for any property owner who insisted that they could not build their fence according to the current regulations. City staff notified Commissioners that currently the cost of a CUP is \$350. It is processed in the same manner as a zoning change with requirements for notification of surrounding property owners and publication of notice in the city's newspaper of record. The Commissioners expressed a desire that the CUP for fences would not cost this much. Also, the Commissioners noted that fencing permits at other cities cost usually about \$20-\$25.00.

The Commissioners discussed height for fences and agreed that eight feet for a privacy fence was reasonable. A fence on the front lot line would still be required to be no taller than six feet. The Commissioners removed item (2) d. which would have allowed ornamentation, lights, pillars, and other features for an additional twelve inches.

September 20, 2016 version would change Zoning Ordinance 40.6 (p) to read:

Fencing. Fences may be located directly on the property/lot lines. A fence permit is required before the construction of any fence. The fence permit fee shall be found in the General Fee Schedule in the City Code of Ordinances.

As of the date [date of passage of Ordinance]

(1) Fence materials. All fences shall be constructed with new and of good quality materials. Allowable materials are wood, , masonry, rock, stone, chain link and/or wrought iron.

a. Chain link fences are required to have a top rail, bottom guide wire and traditional chain link fence hardware.

b. Cinder block shall not be considered a masonry product.

c. Plywood is not an allowable fence material.

d. Except as provided in subsection (p)(1)e., agriculture fence materials such as pipe, drill stem, T-Post, rolled wire fence, stranded wire, barbed wire, cow panel, corral panel, and all other types of agriculture fencing shall not be allowed in any residential district.

e. Sheets of galvanized welded wire panels of 20 feet or less, framed in wood, metal or masonry are allowed.

(2) Fence height.

a. Front yard lot line maximum height six feet. Front yard fencing on property line must have no more than 50 percent density. If set back 10' from the front lot line, fence may have greater than 50 percent density (i.e. solid), and may be built to eight feet (8') in height.

b. Side yard lot lines may maintain eight feet maximum height. On each side for first 10 feet back from the front yard lot line, the fence must be no greater than 50 percent density.

c. Rear yard lot line maximum height eight feet (8').

d. For through lots (street to street), each parallel side of the lot facing a street shall be subject to the same fence height and setback restrictions that apply to a front yard.

e. For corner lots, each side facing a street shall be subject to the same fence height and setback restrictions that apply to a front yard.

(3) *Deviations from Fencing Regulations: A citizen desiring to secure a fence permit for a fence that deviates in any way from these restrictions, must be granted a Conditional Use Permit from City Council approving the exception(s), before a fence permit may be granted. The fee for a Conditional Use Permit shall be found in the General Fee Schedule of the Granite Shoals City Code of Ordinances.*

Commissioner Fletcher motioned, and Commissioner Scott seconded, to forward tonight's version of the Fence Section of the Zoning Ordinance to the City Council with a favorable recommendation. City Council will consider this at their meeting of October 11, 2016. Motion carried unanimously by a vote of 6-0.

Chair Wilson recessed the meeting from 7:30 to 7:43 PM.

5) 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 16th 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 17th, the Commissioners discussed regulations of non-conforming structures, Administration, the Board of Adjustments and also driveways. At their meetings October 15th and November 19th, and January 21th, the Commissioners reviewed parking and Drive-ways section again. February 18th 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. In April, May and June commissioners did not review the Ordinance due to time constraints. During their July meeting, the commissioners proposed that no modifications be recommended to City Council regarding the Planned Development Zoning District. Commissioners requested that city staff prepare an updated version of the proposed 'Zoning Use Summary Table' as composed by City Attorney Brad Young. This Summary Table is designed to be placed at the back of the Zoning Ordinance as an attachment in order to provide more streamlined information about permitted uses. On August 16, 2016 the Commission did not address this agenda item due to time constraints. Tonight, the commissioners will review this Table document, review a 'Red-Line' version of the Zoning Ordinance with proposed modifications to date, and consider possible methods to improve and 'streamline' the Zoning Chapter incorporating 'General Compliance Section for Residential Districts'.)*

In the interest of time, the Commissioners had only a short discussion of the Summary Table of Allowable Uses in each Zoning District. They briefly reviewed the list of Native Plants that city staff included in the packet. They will review these items and consider Allowable Uses at the next Commission meeting.

For next month, the Commissioners will review their 'Red-Line' version of the Zoning Ordinance, and return to the October meeting ready to discuss pages 1 -39.

6) Identify Future Agenda Items.

- Dumping

- Airport Zoning

7) Adjourn.

With no other items on the agenda, and no objections from the Commissioners, Chair Wilson adjourned the meeting at 8:02 PM.

The next meeting of the P&Z will be held on October 18, 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 September 20, 2016.

Shannon Wilson date October 18, 2016