

**MEETING MINUTES
PUBLIC HEARING and
REGULAR MEETING
KRUGERVILLE PLANNING AND ZONING COMMISSION
5097 HIGHWAY 377 SOUTH- CITY COUNCIL CHAMBERS
October 3, 2017 at 6:00 P.M.**

The City of Krugerville Planning and Zoning Commission met in a regular meeting on Tuesday, October 3, 2017, at 6:00 p.m. The meeting was held within the boundaries of the City, notice having been duly posted and was open to the public.

PLANNING AND ZONING MEMBERS PRESENT:

Meredith Tinney	Chairperson
Ken Coffelt	Member
Carlos Irlas	Member

PLANNING AND ZONING MEMBERS ABSENT:

Raaj Krishnaiya	Member
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OTHERS ATTENDING:

Sandy Frantz	City Secretary	Sylvia Phillips	Realtor/Broker
Eric Gildersleeve	City Council and Ex-officio Member	George Wilthers	Council Member
		Curtis Ray	Citizen

1. CALL MEETING TO ORDER.

Meeting was called to order at 6:00 pm by Meredith Tinney.

2. ROLL CALL.

Noted the absence of Raaj Krishnaiya.

3. PLEDGE OF ALLEGIANCE.

4. MOMENT OF SILENCE.

5. CITIZENS COMMENTARY.

6. Discuss and take action on a Final Plat for American Business Park, Lot 1, Block A, being 7.79 acres in the James Bridges Survey, Abstract No. 36, located in the ETJ of the City of Krugerville, Denton County, Texas, and recommendation to proceed with or without Engineering review.

- Motion made by Ken Coffelt and seconded by Carlos Irlas to postpone item until Engineering review and related comments, passed unanimously, 3-0.
- Motion to withdraw original motion by Carlos Irlas and seconded by Ken Coffelt, passed unanimously, 3-0.
- Motion to approve the final plat by Carlos Irlas, pending City Engineer review provided he had no comments or modifications to the plat. Motion was seconded by Ken Coffelt, passed unanimously, 3-0.

7. OPEN PUBLIC HEARING ON CHANGES TO THE ZONING ORDINANCE.

Changes proposed:

- Chapter 14, Article 1, General Provisions, Section 1-12, Zoning Board of Adjustments, Paragraph F, Variances, regarding changes to Variance Procedures;
- Chapter 14, Article 3, Permitted Uses, Section 3-2, Special Conditions for Listed Uses, Paragraph B, Definitions, regarding the definition of “accessory building;”
- Chapter 14, Article 6, Supplemental District Regulations, Section 6-2, Accessory Building Regulations, Paragraph D, Built on Site, regarding changes to allowable structures;
- Chapter 14, Article 6, Supplemental District Regulations, Section 6-10, Wireless Communication Facilities, to conform to federal requirements.

Public Hearing opened at 6:17 pm.

8. CLOSE PUBLIC HEARING ON CHANGES TO THE ZONING ORDINANCE.

Public Hearing closed at 6:20 pm.

9. Discuss and take action on changes to the City of Krugerville Code of Ordinances, Chapter 14 – Zoning, as outlined above in Item #7 (agenda stated Item #6 in error).

- Chapter 14, Article 1, General Provisions, Section 1-12, Zoning Board of Adjustments, Paragraph F, Variances, regarding changes to Variance Procedures;
 - Motion was made by Carlos Irlas and seconded by Ken Coffelt to recommend to the City Council changing this paragraph to reflect that all variances must be presented to the Planning and Zoning Commission for a recommendation to Council, pass unanimously, 3-0.
- Chapter 14, Article 3, Permitted Uses, Section 3-2, Special Conditions for Listed Uses, Paragraph B, Definitions, regarding the definition of “accessory building;”
 - Carlos Irlas made the motion with a second by Ken Coffelt to recommend changing the definition of “accessory building” in this section to match the definition in Section 6-2, page 86.1, passed unanimously, 3-0.
- Chapter 14, Article 6, Supplemental District Regulations, Section 6-2, Accessory Building Regulations, Paragraph D, Built on Site, regarding changes to allowable structures;
 - Motion was made by Carlos Irlas and seconded by Ken Coffelt, to recommend to Council the rewording of this section to allow pre-manufactured accessory buildings constructed from new or “like new” materials, passed unanimously, 3-0.
- Chapter 14, Article 6, Supplemental District Regulations, Section 6-10, Wireless Communication Facilities, to conform to federal requirements.
 - After examining Councilman Gildersleeve’s proposed changes to this section of the Code, a motion was made by Ken Coffelt and seconded by Carlos Irlas, to recommend his changes as written to the City Council, passed unanimously, 3-0.

10. Discuss and take action on suggested future changes to the City of Krugerville Zoning Ordinance.

There was a discussion of possible future changes to the City Code related to RV and trailer parking and storage. Another recommendation was to provide for a permit process for temporary signs, banners, and flags. Additionally, there was a typo noted in another section regarding the call out of the incorrect County. *The City Secretary was instructed to provide details of these requests to the City Council for consideration of future proposed changes.*

There was a change proposed by our Building Official to add a setback requirement for multiple back yard structures. *The P&Z Commission did not recommend going forward with this recommendation from the Building Official.*

11. Discuss & take action on appointment of Curtis Ray to the Planning & Zoning Commission.

Motion to recommend Mr. Ray’s appointment by Carlos Irlas and seconded by Ken Coffelt, passed unanimously, 3-0.

12. Discuss and take action on Planning & Zoning Commission Minutes.

July 5, 2017 –Regular Meeting

Motion to approve minutes as written, made by Ken Coffelt and seconded by Carlos Irlas. Passed unanimously, 3-0.

13. ADJOURN:

Carlos Irlas made the motion to adjourn at 7:30 pm; it was seconded by Ken Coffelt. Passed unanimously, 3-0.

Approved this the 16th day of November, 2017.

Signed:

Meredith Tinney
Meredith Tinney, Chair

Witness:

Ken Coffelt
Ken Coffelt, Member

Attest:

Sandy Frantz
Sandy Frantz, City Secretary

