

**REGULAR MEETING OF THE
PLANNING AND ZONING COMMISSION**

The Planning and Zoning Commission of the City of Kyle, Texas met in a regular meeting on June 13, 2017 at 6:30 P.M. at Kyle City Hall, with the following persons present:

Chairman Dex Ellison	Megan Shannon
Commissioner Oppel	Dan Cabellero
Commissioner Bradley Growt	
Vice-Chair Timothy Kay	
Commissioner Rick Koch	
Commissioner Jo Fenety	
Planning Director, Howard J. Koontz	
Planning Technician, Debbie A. Guerra	
City Planner, William Atkinson	

CALL MEETING TO ORDER

Chairman Ellison called the meeting to order at 6:31 P.M.

ROLL CALL OF COMMISSION

Chairman Ellison called for roll call. All present.

MINUTES

PLANNING AND ZONING COMMISSION MEETING MINUTES FOR APRIL 11, 2017.

Vice-Chair Kay moved to approve the minutes for April 11, 2017. Commissioner Fenety seconds the motion. All votes aye. Motion carried.

CITIZENS COMMENTS

Chairman Ellison opened the citizens comment period at 6:33 P.M. and call for comments on items not on the agenda or posted for public hearing. Megan Shannon with Plum Creek Development Partners addressed the Commission stating she was in favor of the ACC Phase 2 Expansion Site Plan. Chairman Ellison closed the public hearing at 6:34 P.M.

CONSENT

Commissioner Oppel pulled items C (Windy Hill Subdivision 24 acres) and D (Cypress Forest Phase 2) off the consent agenda.

**HAYS COMMERCE CENTER REVISED PRELIMINARY PLAN (PP-17-007) 108.049 ACRES; 20 COMMERCIAL LOTS AND 2 DRAINAGE LOTS LOCATED AT THE NORTHWEST CORNER OF KYLE CROSSING AND IH-35.
STAFF PROPOSAL TO P&Z: STATUTORILY DISAPPROVE TO MEET THE 30 DAY STATUTORY REQUIREMENT.**

**WINDY HILL SUBDIVISION 11 ACRE – FINAL PLAT (FP-16-006) 11.66 ACRES; 35 RESIDENTIAL LOTS AND 5 OS/POA LOTS LOCATED AT THE WESTERN SIDE OF THE INTERSECTION OF WINDY HILL ROAD AND FM 2001.
STAFF PROPOSAL TO P&Z: APPROVE THE FINAL PLAT**

**ACC HAYS CAMPUS PHASE 2 EXPANSION – SITE PLAN (SD-17-004) 96.093 ACRES; 1 LOT LOCATED AT 1200 KOHLER’S CROSSING.
STAFF PROPOSAL TO P&Z: APPROVE THE SITE PLAN**

Vice-Chair Kay moved to statutorily disapprove Hays Commerce Center Revised Preliminary Plan and approve Windy Hill Subdivision 11 acre – Final Plat and ACC Hays Campus Phase 2 Expansion – Site Plan. Commissioner Koch seconds the motion. All votes aye. Motion carried.

**WINDY HILL SUBDIVISION 24 ACRE – FINAL PLAT (FP-16-007) 23.681 ACRES; 58 RESIDENTIAL LOTS AND 4 OS/POA LOTS LOCATED AT THE WESTERN SIDE OF THE INTERSECTION OF WINDY HILL ROAD AND FM 2001.
STAFF PROPOSAL TO P&Z: APPROVE THE FINAL PLAT**

Vice-Chair Kay moved to approve Windy Hill Subdivision 24 acre – Final Plat. Commissioner Koch seconds the motion. Commissioner’s Growt, Ellison, Kay, Koch and Fenety vote’s aye. Commissioner Oppel votes nay. Motion carried.

**CYPRESS FOREST PHASE 2 – FINAL PLAT (FP-17-007) 26.85 ACRES; 73 SINGLE FAMILY LOTS, 2 OPEN SPACE LOTS AND 4 UTILITY LOTS FOR PROPERTY LOCATED OFF OF N. OLD STAGECOACH ROAD AND THE EXTENSION OF CYPRESS FOREST DRIVE.
STAFF PROPOSAL TO P&Z: APPROVE THE FINAL PLAT**

Vice-Chair Kay moved to approve Cypress Forest Phase 2 – Final Plat. Commissioner Koch seconds the motion. Commissioner’s Growt, Ellison, Kay, Koch and Fenety vote’s aye. Commissioner Oppel votes nay. Motion carried.

ZONING

CONSIDER A REQUEST BY SHELDON-TANGLEWOOD, LTD. TO REZONE APPROXIMATELY 4.566 ACRES OF LAND FROM MULTI-FAMILY RESIDENTIAL-3 ‘R-3-3’ TO RETAIL SERVICE DISTRICT ‘RS’ FOR PROPERTY LOCATED AT THE

NORTHWEST CORNER OF MARKETPLACE AVENUE AND S. FM 1626, IN HAYS COUNTY, TEXAS. (Z-17-011)

Chairman Ellison opened up the public hearing at 6:52 P.M. and called for comments for or against the request. There were no speakers. Chairman Ellison closed the public hearing at 6:52 P.M.

Vice-Chair Kay moved to recommend approval of the request. Commissioner Koch seconds the motion. All votes aye. Motion carried.

GENERAL DISCUSSION

DISCUSSION ONLY REGARDING PLANNING AND ZONING COMMISSION REQUEST FOR FUTURE AGENDA ITEMS.

Commissioner Oppel stated he would like to include in future work session briefings from staff regarding the following:

- The City's process for notifying property owners within a specified distance of a parcel designated for possible zoning change.
- The council's decision last year to increase building height limitations to 150 feet in areas zoned RS, specifically dealing the idea of including those same limitations in the new MXD and OI zoning ordinances and staff recommendations on whether we need to revisit our multi-family housing higher than three stories.
- A review of Planned Unit Development ordinances in Kyle along with a comparison between PUDs and mixed-use zoning.
- Future annexation plans and what the commission's role is in those plans.
- An economic development update that focuses on exactly what geographic areas are being targeted and are likely to be in the locations of employment-related development.
- A briefing from Code Enforcement that includes enforcing the ordinances that passed through this commission such as the landscape ordinance, impervious cover ordinances, vendor ordinances, etc.
- The City Manager's Capital Improvements Program.
- A presentation from Julie Snyder of the Kyle Chamber of Commerce on the Chamber's long-term vision for the City of Kyle.

Proposed future agenda items requested by Commission Oppel:

- Discussion on the possibility of recommending changes to city council zoning denials.
- Discussion on signs to be placed on properties applying for zoning changes.

Commissioner Fenety volunteered to assist with researching different types of signs for public hearing notices.

Commissioner Growt stated he would like to see the sign ordinance come back to the Commission.

STAFF REPORT

Howard J. Koontz, Director of Planning and Community Development gave a brief report on upcoming items.

- Style Guide work session on June 27th – P&Z meeting on July 11th and July 20th for City Council.
- Handed out a cheat sheet for the landuse district chart and map final version.
- Signage for public hearing notices – Researching sign companies along with fees and process. (Commissioner Fenety asked that the sign have City of Kyle logo)

ADJOURN

With no further business to discuss, Commissioner Fenety moved to adjourn.

The Planning and Zoning Commission meeting adjourned at 7:21 P.M.

Prepared by: Debbie A. Guerra

Chairman, Dex Ellison