

CITY OF SANTA FE
PLANNING & ZONING COMMISSION
REGULAR MEETING

JULY 10, 2012

CITY OF SANTA FE COUNCIL CHAMBERS HIGHWAY 6, SANTA FE, TEXAS
REGULAR MEETING MINUTES

A. Regular Business

1. Call to Order:

The Planning & Zoning Commission meeting was called to order at 7:00 p.m., by Winnie Corsaro.

2. Roll Call:

Present: Winnie Corsaro, Ronnie Willoughby, Daniel Kitchener, Charlie Coleman, Judith Koleng, Gary Smith, Community Services Director Diana Steelquist, Community Services Administrative Assistant Stacey Baker. Absent: Dorothy Bello

3. Invocation and Pledge of Allegiance:

The Invocation and Pledge of Allegiance was led by Mrs. Corsaro.

4. Approval of the minutes of Regular Planning & Zoning Meeting of July 10, 2012.

A motion was made by Charlie Coleman to approve the minutes as presented and the motion was seconded by Daniel Kitchener. The motion passed unanimously.

5. Public Hearing, Consideration and Possible Action regarding a request for city property abandonment of the triangular section of land located West of Cemetery Rd, South of Pine St.

Mrs. Corsaro announced that this item was withdrawn. No discussion or action was taken.

6. Public Hearing, Consideration and Possible Action regarding a request for city property abandonment: requesting 750 feet by 40 feet of the un-opened portion of the Ave D right-of-way located North of 4 ½ St.

The public hearing opened at 7:07 pm.

Mr. Jammer was present and advised the committee that he and the neighbors were in agreement of the abandonment and is requesting that only the unimproved portion be abandoned. He is requesting to purchase this property for the upkeep of the surrounding area, including his property line. The neighbor previously was opposed to the idea, but is now in agreement. This is the second request to the City by Mr. Jammer.

The public hearing closed at 7:11 pm.

Ms. Steelquist advised she recommended the abandonment take place and there would be no further development at that location. This property is on the border of Santa Fe city limits. There was a brief discussion by the committee.

A motion was made by Charlie Coleman to proceed with the request as presented and the motion was seconded by Judith Koleng and passed unanimously.

7. Consideration and Possible Action regarding final plat approval of SD 120202 McKinley Place Subdivision being 37.863 acres, 10 lots, 1 block located on the South side of 4 ½ St. and Ave. Q, City of Santa Fe, Galveston County, TX.

Ms. Steelquist advised in May a conditional approval of the preliminary plat as presented was made upon receiving necessary paperwork. At this time Mr. McKinley has presented most of the paperwork needed except a city planning letter and tax certificates for his family owned property. She advised that she does not want to hold up the process any longer because there are buyers waiting to purchase the property. Mr. McKinley advised that he has those for her and will send them to her.

A motion was made by Ron Willoughby to approve the plat as submitted and was seconded by Judith Koleng. The motion passed unanimously.

8. Consideration and Possible Action regarding approval of the commercial site plan for a 1,391 sq. ft. addition to the Conoco gas station located at 3605 FM 646, Santa Fe, TX.

Ms. Steelquist advised that the owner of the gas station requested variances from the Board of Adjustments and they were all approved. The store is legally non-conforming. The owner would like to extend the structure and add 1,391 sq ft to it. This would be expanding the non-conformity of the existing building along the rear set back and encroach by 8 feet into the interior side set back. The new addition will meet the corridor development requirements. However, the minimum 6 ft. landscape buffer cannot be placed along the rear setback because it only is set back 5 feet and a portion of the exterior side setback. The owner also requested a reduction of the parking space width to 9 feet.

After a brief discussion, the commission requested that more greenery be placed on the property. The owner agreed.

A motion was made to approve the site plan by Daniel Kitchener and was seconded by Ron Willoughby. The motion passed unanimously.

9. Adjournment

A motion was made by Charlie Coleman and seconded by Ron Willoughby to adjourn at 7:28pm. The motion passed unanimously.

Winnie Corsaro, Chairperson

Diana Steelquist
Community Services Director