

CITY OF SANTA FE  
PLANNING & ZONING COMMISSION  
JULY 12, 2016  
CITY OF SANTA FE COUNCIL CHAMBERS 12002 HIGHWAY 6, SANTA FE, TEXAS  
SPECIAL MEETING MINUTES

**A. Regular Business**

**1. Call to Order:**

The Planning & Zoning Commission meeting was called to order at 6:58 p.m., by Winnie Corsaro.

**2. Roll Call:**

Present: Daniel Kitchener, Donald Davis, Winnie Corsaro, Judith Koleng, Vince Megale, Gary Smith  
Community Services Director Diana Steelquist, Community Services Administrative Assistant Stacey  
Baker. Absent: Ronnie Willoughby

**3. Invocation and Pledge of Allegiance:**

The Invocation and Pledge of Allegiance was led by Vince Megale.

**4. Consideration and Possible Action regarding minutes of the Regular Meeting held on June 7, 2016.**

A motion was made by Vince Megale to accept the minutes with one correction. The motion was seconded by Gary Smith and passed unanimously.

**5. Consideration and Possible Action regarding Approval of commercial site plan for Little Caesar's Pizza and commercial center located at 13120 Hwy 6 between St. John's Lutheran Church and Santa Fe Fire and Rescue.**

Diana Steelquist explained that plans were submitted for a small strip center and Little Caesar's Pizza development between Santa Fe Fire and Rescue and St. John's Church. She explained that variances were requested and approved by Board of Adjustments at the July 11, 2016 meeting. The plans that have been presented to Planning and Zoning reflect the requested variances. The developers are aware of the Corridor Development Standards and have agreed to comply with masonry requirements. Developers stated that they want to start on the project as soon as possible. They were advised that they can start clearing the land.

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

**6. Public Hearing Consideration and Possible Action regarding approval of the Preliminary Plat of The Meadows of Santa Fe, Section One, 10.3 acres, 35 lots, 2 blocks; described as Part of Lot 19 and all of Lots 20 and 21 of Stepchinski Unrecorded Subdivision, being the east 260 feet of the south 738 feet of Lot 3 and the west 348 feet of the south 738 feet of Lot 22, in block 83 of Angell-Runge Addition to the Town of Arcadia; located near the NW intersection of Maple and Tower streets, City of Santa Fe, Galveston County, TX.**

Diana Steelquist advised that The Meadows of Santa Fe is a three section subdivision located behind Santa Fe High School off of Maple Street. Water and sanitary sewer will be provided by WCID8. A

variance was approved in 2015 to allow for shorter than required street length. The property was also rezoned from AR to R-1 to allow for smaller lot sizes that are typically seen in developments with public water and sewer available. Construction plans were submitted and have been reviewed by Shelmark Engineering. Shelmark Engineering provided a list of items that need correction. She advised that she recommends approval of the preliminary plat on the condition that all items addressed by the engineer are corrected. The plat document itself conforms to our ordinance requirements.

The public hearing opened at 7:06 p.m.

John Peterson, 16007 Pine St. stated his concerns for how the new development will be separated from the existing property owner's property that abuts to this subdivision. Joel Jones, developer, advised that there will be a 6 foot privacy fence separating properties. There will be a HOA and all property owners will be responsible for fence maintenance.

The public hearing closed at 7:12 p.m.

A motion was made by Daniel Kitchener for approval of the preliminary plat on the condition that the engineers comments are addressed and corrected. The motion was seconded by Vince Megale and passed unanimously.

**7. Adjournment**

A motion was made by Daniel Kitchener to adjourn at 7:14pm. The motion was seconded by Donald Davis and passed unanimously.

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Winnie Corsaro, Chairperson

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Diana Steelquist, Community Services Director