

CITY OF SANTA FE  
PLANNING & ZONING COMMISSION  
MARCH 3, 2010  
CITY OF SANTA FE COUNCIL CHAMBERS HIGHWAY 6, SANTA FE, TEXAS

MINUTES

**A. Regular Business**

**1. Call to Order:**

The Planning & Zoning Commission meeting was called to order at 7:03 p.m., by Daniel Kitchener.

**2. Roll Call:**

Present: Winnie Corsaro, Gary Smith, Daniel Kitchener, Dorothy Bello, and Judy Koleng. Community Services Director Diana Steelquist, Community Services Assistant Brandi Flisowski, and Building Official Benny Davis were also present at the meeting. Absent: Charlie Coleman.

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

The Invocation and Pledge of Allegiance was led by Mr. Kitchener.

**4. Oaths of Office for Ronnie Willoughby:**

Ms. Steelquist introduced Mr. Willoughby to the commissioners.

**5. Approval of the minutes of the Planning & Zoning Meeting of January 5, 2010.**

Motion to approve the minutes was made by Mrs. Bello and seconded by Mr. Smith. Motion was approved unanimously.

**6. Discussion and Possible Action regarding recommendation on Platting Fees.**

Ms. Steelquist explained that we have discussed this in the recommended changes in the subdivision ordinance. At the last meeting the board asked if Ms. Steelquist could see what other cities were charging compared to what we were proposing. Ms. Steelquist explained she would like a recommendation from the commission to move forward with the new proposed fees. She explained that we were the only entity that did not charge for a preliminary plat and would like to start charging a fee of \$250 and \$25 addition per lot after 4 lots. She would also like to recommend lowering the final plat fee to \$200 and \$10 per lot after 4. Mrs. Koleng expressed that we were pretty reasonable compared to other cities.

Mrs. Koleng recommended we change the fees to the staff recommendation, seconded by Mr. Kitchener. Motion was unanimously approved.

7. **Public Hearing, Consideration and Possible Action regarding ZC – 10-01 Amending Chapter 8, Subdivision Regulations, Code of Ordinances, adding measures for Storm Water Pollution Prevention; Revising Plat Submittal Procedures; Reducing Utility Easement Width Requirements; Correcting References from Planning and Zoning to Council; Providing for Penalties and Severability.**

Ms. Steelquist explained this is the formal recommendation to council for approval of changes including adding the Storm Water section that can be used by developers to prevent pollution in our waterways. Mrs. Corsaro explained this is what the board and city council was in agreement with.

Public Hearing opened at 7:13 p.m.

No one spoke

Public Hearing closed at 7:14 p.m.

Mr. Kitchener made a motion to recommend the changes to city council, seconded by Mrs. Koleng. Motion passed unanimously.

8. **Public Hearing, Consideration and Possible Action regarding revisions ZC – 10-02 amending the text of ordinance no. 02-03, commonly known as the City of Santa Fe Unified Development Code, or The Santa Fe Zoning Ordinance, 2002 Edition, Amending Article 12 Corridor Development Standards**

Ms. Steelquist explained that changes that were made at the commission's request. She also explained that this would make it easier for the staff to enforce the ordinance and Planning and Zoning to approve commercial plats.

Public Hearing opened at 7:17 p.m.

Meg Belmontes with the Brick Industry Association made 4 recommendations to the commission. The first recommendation was to increase the percent of required masonry to at least 50% on the front. Second, align the definition of Masonry with the definition in the IBC. Third, remove stucco as an acceptable "Masonry" material and add that any building constructed of 100% stucco be exempt from the brick or masonry requirement. The fourth recommendation is to define stucco and not allow EFIS (Exterior Finish Insulation Systems) as an approved material.

Ms. Steelquist explained that she felt that EFIS was not the best material because it leaked and caused structure problems. Mrs. Koleng asked if that was what Benny had shown at the past meetings and Ms. Steelquist explained that that was a different type of material. Mrs. Belmontes explained that in most cities they are not allowing EFIS on wood framed structures because of the water that is allowed to penetrate the EFIS and ruin the structure. The board agreed to leave the masonry frontage at a minimum of 20%

and not increase. The board agreed to use the Stucco definition, Masonry definition, and align the definition of Masonry with the IBC definition as Mrs. Belmontes recommended. Ms. Steelquist asked the board to clarify if they wanted to remove EFIS as an approved material. The board was in agreement to not allow EFIS.

Public hearing closed at 7:40 p.m.

Mr. Kitchener made a motion to approve the ordinance with the new changes made, seconded by Mrs. Bello. Motion passed unanimously.

**9. Adjournment**

Mr. Smith made a motion to adjourn at 7:41 p.m., seconded by Mrs. Koleng. The motion passed unanimously by the Commission.

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Winnie Corsaro, Chairperson

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Diana Steelquist  
Community Services Director