

CITY OF SANTA FE
PLANNING & ZONING COMMISSION
REGULAR MEETING
MAY 1, 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 7:11 p.m., by Winnie Corsaro.

2. Roll Call:

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

3. Invocation and Pledge of Allegiance:

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

4. Approval of the minutes of the Planning & Zoning Meeting of April 3, 2012.

A motion was made by Ronnie Willoughby 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 SD 120202 McKinley Place Subdivision requesting a replat and a Preliminary plat approval for subdivision of 37.863 acres, 10 lots, 1 block being out of F.H. Thaman's 2nd Subdivision and a replat of Lot 2 of the McKinley Subdivision; located on the South side of 4/2 Street and Ave Q, City of Santa Fe, Galveston County, TX.

Ms. Steelquist advised the property was owned by the heirs of Vada McKinley. Lot one was developed and some additional parcels of the original tract were sold without properly subdividing. At this time the owners wish to correct the errors and create new lots which can be sold and issued building permits by the City. Since the new plat includes portions of a previously filed plat (Lot 2 of the first McKinley Subdivision), this is considered a replat and requires a public hearing. In addition, as this subdivision contains more than four lots, a preliminary plat approval and public hearing was required. Letters were sent to all property owners within 200 feet of the proposed subdivision. A newspaper ad was also published as required by the Texas Local Government Code. Staff recommends conditional approval based upon the completion of executing a title report of the 37.683 acres, include all lienholders acknowledgements on the final plat, fill in the blanks under the Certificate of Ownership and Dedication form, and obtain letter of approval from the Galveston County Health District regarding the water well and sanitary sewer service.

Public hearing opened at 7:19pm.

Sidney Storey of 12734 4 ½ Street spoke out and was concerned about the flooding in the area and mentioned a well was near by.

Mr. Jim McKinley advised he was aware there was a gas well on the property and the well was not in use and was capped and should not affect anyone.

Dick Wade of 12810 4 ½ Street expressed his concerns regarding water, sewer, and also worried about the water table for the area.

Ann Browning was concerned that an apartment complex may be placed in the McKinley Subdivision.

Hector Morales was concerned about where the utility easements would be and how the ones now would be affected.

Donna Wade advised she was concerned that a several homes were going in and was confused with the subdivision.

Ms. Steelquist and the Committee advised that they did not think that flooding should not be an issue due to all the lots being one acre tracts and if needed swells could be placed on the properties. She also advised that there was no plan for water and sewer to be developed there and a well and septic was required and an apartment complex was not going to be placed there. They also advised that the water district operated separately from the city. The county health department will have to also approve the water and sewer plans. The individual property owners will have to receive permits through them. It was explained to everyone that nine to ten homes are planning to be placed on all the lots at this time. This would not be a subdivision like Santa Fe Trails.

The public hearing was closed at 7:39pm.

A motion was made by Daniel Kitchener for conditional approval based upon staff recommendations such as completion of executing a title report or city planning letter of the 37.683 acres and if there are multiple owners each owners must be acknowledged on the plat, documents must be received with the final plat submittal, include all lienholders acknowledgements on the final plat (use form #7), fill in the blanks under the Certificate of Ownership and Dedication form, and obtain letter of approval from the Galveston County Health District regarding the water well and sanitary sewer service.

The motion was seconded by Judith Koleng and approved unanimously.

6. **Public hearing, consideration and possible action regarding ZC 12-02 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 Appendix 4-F Zoning District Matrix by allowing NAICE use #454390 Open Air Market use in the Transportation (TR) zoning district, City of Santa Fe, Galveston County, TX.**

Ms Steelquist advised that the open air market use has only been allowed by right in the Light Manufacturing zoning district. Since 2010, it also has been allowed in the Highway Commercial District with a conditional use permit. Ingrid Lea owns the tractor business at 12517 Hwy 6 and would like to host an open air farmer's market in the existing

sheds. The property is zoned TR along the railroad tracts. Mrs. Lea is seeking a change in the matrix to allow an open air market as a use by right in the TR district. She is currently operating a retail sales in her building and wants to sale crafts and vegetables. The health department also will be involved in receiving necessary permits for her market.

The public hearing opened at 7:49pm.

Ingred Lea explained she would like to make her location into a farmer's market. She currently is doing retail sales such as crafts and would like to extend to a farmer's market and give local growers a chance and help out the community. She wants to lease her spaces out and has had several calls concerning renting booths.

The public hearing closed at 8:14pm.

Ms. Steelquist advised she did not want to see it use by right because you may not have proper business going in and she thought each business should be looked at individually.

After a brief discussion the committee decided to look at each person and business wanting to place a business in the district should need to come in and receive a conditional use permit. A public hearing process would happen and letters will go out to surrounding owners for notification of the situation. The fee for the permit is \$250.00. A conditional use permit will give control over the uses of the area.

A motion was made by Daniel Kitchener that conditional use is required of NAICS use to include TR zone in the same manner as HC zone. The motion was seconded by Judith Koleng and the motion passed.

7. Adjournment

A motion was made by Judith Koleng and seconded by Ronnie Willoughby to adjourn at 8:20pm. The motion passed unanimously.

Winnie Corsaro, Chairperson

Diana Steelquist
Community Services Director