

CITY OF SANTA FE
PLANNING & ZONING COMMISSION
WORKSHOP AND REGULAR MEETING
NOVEMBER 8, 2011
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 7:01 p.m., by Daniel Kitchener.

2. Roll Call:

Present: Dorothy Bello, Gary Smith, Daniel Kitchener, Ronnie Willoughby, Judith Koleng, Community Services Director Diana Steelquist, Community Services Administrative Assistant Stacey Baker, Late Arrival: Winnie Corsaro at 7:05 p.m., Charlie Coleman at 7:08 p.m. Absent: None

3. Invocation and Pledge of Allegiance:

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

4. Approval of the minutes of the Planning & Zoning Meeting of October 4, 2011.

A motion to approve the minutes was made by Mrs. Bello and seconded by Mrs. Koleng. The motion was approved unanimously.

5. Public Hearing, Consideration and Possible Action regarding ZC 11-05 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 7 Outdoor Advertising Sign Regulations, City of Santa Fe, Galveston County, Texas.

Ms. Steelquist explained that Clear Channel Outdoor, Inc. requested to convert an existing 576 sq. ft. billboard to a digital billboard as previously discussed at the last meeting. She advised that the City of League City revised its sign ordinance to allow digital billboards as long as other billboards are removed. The staff has prepared a draft of proposed changes to City of Santa Fe's sign ordinance to allow the billboard conversion. The changes include removal of 2 sq. ft. of traditional sign for 1 sq. ft. of digital, maximum height of 35', maximum area of 580 sq. ft, and 8 second messages. Staff recommends approval of the amendment to the Zoning Ordinance.

Public hearing opened at 7:10 p.m.

No one was present to speak regarding the matter.

Public hearing closed at 7:11 p.m.

A motion was made by Judith Koleng to accept the amendment to the Zoning Ordinance as presented and was seconded by Dorothy Bello. The motion passed unanimously.

6. **Public Hearing, Consideration and Possible Action regarding CZ 11-06 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 5 Special Use Regulations by adding Section 5.12 Churches or Places of Worship, City of Santa Fe, Galveston County, Texas.**

Ms. Steelquist advised the city received requests to allow recreational vehicles to be set up at various church locations for visiting clergy, disaster recovery workers, or emergency assistance on a temporary basis. At the October 4, 2011 meeting the Commission discussed adding special use regulations to allow RV use at church sites under certain circumstances. Ms. Steelquist presented an amendment to the ordinance regarding the recommendations previously made such as temporary housing during disaster situations, house visiting clergy and missionary workers on a temporary basis, and the recreational vehicles must be screened or not visible from all major corridors.

Public hearing opened at 7:21 p.m.

No one was present to speak regarding the matter.

Public hearing closed at 7:22 p.m.

The Commission briefly discussed the amended text and requested that temporary basis be defined as no longer than 90 days and remove the screening of the recreational vehicles from all major corridors.

A motion was made by Dorothy Bello to move forward with the recommendations and amend the special use regulations to provide for the placement of recreational vehicles at churches. The motion was seconded by Judith Koleng and was approved unanimously.

7. **Adjournment**

A motion was made by Daniel Kitchener to adjourn at 7:30 p.m.. The motion was seconded by Judith Koleng and passed unanimously.

Winnie Corsaro, Chairperson

Diana Steelquist
Community Services Director