

CITY OF SANTA FE  
PLANNING & ZONING COMMISSION  
REGULAR MEETING  
OCTOBER 1, 2013  
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: Ronnie Willoughby, Daniel Kitchener, Winnie Corsaro, Gary Smith, Community Services Director Diana Steelquist, Community Services Administrative Assistant Stacey Baker. Absent: Judith Koleng, Dorothy Bello, Charlie Coleman

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

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

**4. Approval of the minutes of Regular Planning & Zoning Meeting of September 3, 2013.**

A motion was made by Gary Smith to approve the minutes as presented and the motion was seconded by Ron Willoughby. The motion passed unanimously.

**5. Public Hearing, Consideration and Possible Action regarding Subdivision Variance request for SD 130801 a replat located at 11422 28<sup>th</sup> St., being Clifford Sub(2006) Plat # 2005, Map # 22. proposed replat of Lot 2 (2-0, 2-1, 2-2), being 9.968 acres total, City of Santa Fe, Galveston County Texas; Variances requested from the Santa Fe City Code, Chapter 8, Subdivision Article 6.1.1B and 6.2.1 requesting the elimination of lot frontage requirements of the Zoning Ordinance for two lots and a reduction of lot frontage requirements from 60 ft. to 30 ft. for one lot.**

Ms. Steelquist advised that in 2005 the Roberts family subdivided their 12.2005 acre tract into two lots which required a variance to allow Lot 1 to access off of Ave F with less than 60 feet of frontage. The variance and plat were approved and it was filed in February 2005. Sometime after that date the Roberts sold two tracts of Lot 2. Both of these tracts do not have any road frontage and access was provided by the Roberts by recording a 60 ft access easement from 28<sup>th</sup> St. This easement is halfway on Lot 2 and half on an adjacent tract owned by the Roberts family. This revised land configuration would NOT have been approved if it had been properly submitted to the Planning and Zoning Commission. No permits have been requested nor could they be issued for the two tracts sold by meets and bounds.

Mr. Roberts would like to sell a portion of Lot 2 to a granddaughter and resolve the access and frontage issues created by selling the two other tracts by metes and bounds. The variances requested include allowing the proposed Lots 3 & 4 to continue to use the 60 ft. access easement instead of providing them with public road frontage.

Proposed Lot 2 would require a reduction in road frontage from 60 ft to 30 ft. The Roberts family have a homestead on the area that would be Lot 1.

Ms. Steelquist advised that there are several surrounding property owners that are against the variances requested. Letters were received in the office and persons are in attendance to speak. All involved in the replat must approve it to move forward.

The Public Hearing opened at 7:12 p.m.

Mr. Cliff Roberts, property owner, stated that he wanted to contact property owners to get approval.

Ms. Steelquist advised Mrs. Martinez wrote a letter stating she was against the variances. She also stated that the Martin family has not responded.

Mr. Ronny Myers, Ave F property adjacent to Mrs. Martinez, stated he was against someone going through his property.

Mrs. O'Leary, owns five acres next to property, stated that she was against the variances and that she was very uncomfortable of how her land will be effected in the future when she wishes to sell or build on her land.

Patrick Pollard, on Ave F north of property, is against the replat and subdivision because he is concerned of encroachment of his property.

Public Hearing closed at 7:19 p.m.

Daniel Kitchener read the following paragraph from Ms. Steelquist' notes to be placed in the records: Subdivision variances require recommendation from the Planning and Zoning Commission to City Council. In consideration the request, the Commission should determine of granting the variance is detrimental to public safety or be injurious to the surrounding property. If so, it should be denied. To grant the variance the circumstances should be unique to the property and not solely as a relief to the cost of complying with the ordinance. Should the variance be granted by the City Council, a formal submission for the replat would still have to be approved by the Planning and Zoning Commission.

A motion was made by Daniel Kitchener to deny all variance requests during this time. The motion was seconded by Ron Willoughby and the motion passed unanimously.

**6. Adjournment**

A motion was made by Daniel Kitchener to adjourn at 7:25 p.m. The motion was seconded by Ron Willoughby and passed unanimously.

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Winnie Corsaro, Chairperson

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Diana Steelquist  
Community Services Director