

STATE OF TEXAS §
COUNTIES OF POTTER §
AND RANDALL §
CITY OF AMARILLO §

On the 24th day of September, 2018, the Amarillo Planning and Zoning Commission met in a work session at 2:45 PM to review agenda items, and then convened in regular session at 3:00 PM in the City Council Chamber on the third floor of City Hall, 509 East 7th Avenue, Amarillo, Texas, with the following members present:

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD	NO. MEETINGS ATTENDED
Joshua Raef	N	16	3
Royce Gooch	Y	17	15
Rob Parker, Chairman	Y	99	83
Rick Thomason	Y	69	57
Bowden Jones	Y	60	47
Dick Ford	Y	44	36
Terry Harman	Y	43	42

PLANNING DEPARTMENT STAFF:

Kelley Shaw, Development Customer Service Coordinator
Andrew Freeman, Director of Planning and Development Services
Cris Valverde, Assistant Director of Planning and Development Services
Leslie Schmidt, Senior Assistant City Attorney
Kyle Schniederjan, City Engineer
Sherry Bailey, Senior Planner
Hannah Green, Recording Secretary

Chairman Parker opened the meeting, established a quorum and conducted the consideration of the following items in the order presented. Kelley Shaw and Sherry Bailey gave the recommendations for the agenda items.

- I. Call to order and establish a quorum is present.
- II. Public Comment: Citizens who desire to address the Planning and Zoning Commission with regard to matters on the agenda or having to do with policies, programs, or services will be received at this time. The total time allotted for comments is three (3) minutes per speaker. Planning and Zoning Commission may not discuss items not on this agenda, but may respond with factual, established policy information, or refer to staff. *(Texas Attorney General Opinion. JC-0169)*

No comments were made.

- III. Consent Agenda: The Commission may request a consent agenda item to be moved to the Regular Agenda for presentation and comment. Otherwise, the consent agenda will be considered in one vote. Consent agenda items are routine items recommended for approval, and which do not include requests for waivers or variances.

1: Approval of the minutes of the September 10th, 2018 meeting.

A motion to approve the consent agenda was made by Commissioner Thomason seconded by Commissioner Jones, and carried unanimously.

- IV. Regular Agenda:

1: Consideration of Subdivision Ordinance Amendment, Section 4-6-59 (d) (1) (2) regarding partial release requirements.

Kelley Shaw, Development Customer Service Coordinator, presented this item, explaining the staff recommendation of amendments to the current Subdivision Ordinance regulations regarding "partial release" of cash surety. Mr. Shaw noted current challenges and that the amendment, if approved, would allow those who submit a cash surety to request reimbursements, tied to partial completion of public improvements, in a shorter time frame than is currently allowed.

Kyle Schniederjan, City Engineer, also stood to further explain the amendment, giving more detail as to the reasons for the desired change and the process itself. Mr. Schniederjan also stood to answer questions from the Commission. Mr. Shaw and Mr. Schniederjan both stood to answer questions posed by the Commission regarding the details and proposed process change.

Chairman Parker asked if anyone wanted to speak in favor of this item. Joe Shehan, 5809 S. Western, stood to speak in favor of this item. Mr. Shehan also spoke concerning the importance of the wording of the amendment and how it affects the changes. Mr. Shehan emphasized his support for the item while taking questions from the Commission regarding any of his ideas for further clarification in the amendment to make sure the project is completed efficiently.

Kyle Schniederjan stood again to take questions from the Commission. Leslie Schmidt, Senior Assistant City Attorney, stood to take questions from the Commission.

Chairman Parker asked if anyone wanted to speak against this item. No comments were made.

A motion to approve this consideration was made by Commissioner Parker, seconded by Commissioner Harman, but failed in a 3-3 vote with Commissioner Thomason, Commissioner Gooch, and Commissioner Bowden against.

2: VACATION: The Planning & Zoning Commission makes recommendation for approval or denial: CITY COUNCIL takes final action.

A. V-18-05 Vacation of a 5 ft. Public Utility Easement in Lot 4, Block 1, Belmont Park Addition Unit No. 1, in Section 157, Block 2, AB&M Survey, Potter County, Texas.

Sherry Bailey, Senior Planner, presented this item, and advised that the applicant is requesting a vacation of a 5ft. Public Utility Easement.

Ms. Bailey ended the presentation with a staff recommendation of approval of the request.

Chairman Parker asked if anyone wanted to speak in favor of or against this item. No comments were made.

A motion to approve V-18-05 was made by Commissioner Ford, seconded by Commissioner Bowden, and carried unanimously.

3. REZONING: The Planning & Zoning Commission makes recommendation for approval or denial; appeals may be directed to City Council.

A. Z-18-24 Rezoning of Lots 5 and 6, Block 35, Miller Heights Unit No.1, in Section 168, Block 2, AB&M Survey plus one-half of all bounding streets, alleys, and public ways to change from Multiple-Family District 1 (MF-1) to Multiple-Family District 1 (MF-1/SUP 197) with a Specific Use Permit for placement of a Class B Manufactured Home.

Sherry Bailey, Senior Planner, presented this item, and advised that the applicant is requesting to move an existing manufactured home; however the required appraisal has not been obtained at this time. Ms. Bailey ended the presentation with a staff recommendation of tabling the item until the October 8, 2018 meeting.

A motion to recommend tabling Z-18-24 to a future meeting was made by Commissioner Ford, seconded by Commissioner Harman, and carried unanimously

4: Discuss Items for Future Agendas.

No further comments were made and the meeting was adjourned at 3:53 P.M.


Cris Valverde, Assistant Director of Planning
Planning & Zoning Commission