



MINUTES
CITY OF CONVERSE
PLANNING & ZONING COMMISSION
October 21, 2019 – 7:00 PM

Be It Known That the City Council of the City of Converse Will Meet for a Regular Meeting at the City Council Chambers at 402 South Seguin Street on Tuesday, August 20, 2019 at 7:00 PM. A quorum of the following commissions may be present: Building & Standards, Economic Development Corporation, Historic Preservation Commission, Parks & Recreation and Planning & Zoning Commission.

1. CALL TO ORDER: 7:00 PM

2. ROLL CALL & ESTABLISHMENT OF QUORUM & RECOGNITION OF VISITORS:

Vice Chairman Steven Brown, Present
Donnie West, Member Present
Robert Raney, Member Present
Billy Ortiz, Member Present
Richard Fink, Member, Present
Ray Garcia, Member, Present

Sarahi Moyers, Member Present
Dorothur O'Donnell, 1st Alternate, Present
Joan Lindgren, 2nd Alternate, Absent
Councilman Marc Gilbert, Present
ACM Manny Longoria, Present
Linda Gonzales, Recording Sec. Present

3. INVOCATION: *Member West* PLEDGE OF ALLEGIANCE: *Vice Chairman Brown*

4. CITIZENS TO BE HEARD: *None*

5. CONSENT AGENDA:

Discussion and appropriate action to approve the minutes of September 16, 2019 meeting
Member Raney made a motion to approve minutes for September 16, 2019; Member Ortiz 2nd Motion to approve; motion passed.

6. NEW BUSINESS:

A. Discussion and appropriate action to appoint a Vice-Chairperson of the Planning & Zoning Commission.

Chairman Brown nominated Member Raney for Vice Chairman, Member Ortiz 2nd motion; motion passed.

B. Discussion, appropriate action and consideration of Preliminary Plat # 2019-196, Notting Hill Unit-6 Subdivision, Establishing 91 Residential Lots on 18.562 Acres of Land; Survey No. 63, Abstract No. 45, County Block No. 5089, in Bexar County.

Member West made a motion to approve Preliminary Plat # 2019-196, Notting Hill Unit 6 Subdivision; Vice-Chairperson Raney 2nd motion; motion passed.

C. Discussion, appropriate action and consideration of a request from Mr. Ronald Cox to provide a variance from Chapter 18-132 (b); allowing the installation of a detached carport on his property located at 8726 Sleepy Meadows.

Member Ortiz made a motion to approve the request from Mr. Ronald Cox to provide a variance for the installation of a detached carport at 8726 Sleepy Meadows; Vice-Chairperson Raney 2nd motion; motion passed.

D. Discussion on rules and procedures to be followed by Planning & Zoning Commission Board Members in communicating decisions made by the P&Z Commission at official meetings.

7. LIAISON REPORTS:

A. Report by Council Liaison.

- At the October 15th meeting, City Council recognized Frank Salazar, David Chavez, Philip Guerrero, Isaiah Becker, and Lawrence Harris for great work performed on water main break.
- 10% of new water meters have been installed
- Appointed Chairman for Historical preservation commission and Alternate for the Ethics Board
- Agreed to Notice of Award for a contractor bid for the Greenway Trail
- Approved renewal of contract for Fire protection services for Bexar county emergency services District #1
- Heard a report from the Judson Drama Club free library books at City park

B. Report by City Staff Liaison.

- Gibb Sprawl Road at the UP tracks has been closed and will reopen mid-week. This is a San Antonio River Authority project that involves replacement of a major trunk sewer line
- We are negotiating a budget for the Greenway Trail project with Contractor

8. DISCUSSION OF FUTURE AGENDA ITEMS/ ITEMS OF INTEREST BY P&Z BOARD MEMBERS:

- The Commission asked and discussed the following:
 - Items to look for on a plat – zoning, legend, layout, drainage, streets, cul de sac, elevations. Request for training with City Engineer or Manny Longoria
 - Master Development plan when requested for planned subdivision developments
 - Commission Member Discussion topics with specific items to be discussed and limited to 15 minutes

9. **ADJOURNMENT:** 8:00 pm