Planning & Zoning Commission Meeting Minutes
City of Spring Valley Village
Tuesday, May 10, 2016

1. **The Planning & Zoning Commission meeting was called to order by Chairman Trey Hoffman at 7:00 p.m. in the Council Chambers of City Hall, 1025 Campbell Road, Houston, Texas.**

   Planning & Zoning Members present:
   Trey Hoffman, Chair
   Charlie Calderwood
   Maryellen McGlothlin
   Louise Richman
   Amy Winstead

   City Officials present:
   Loren Smith, City Attorney
   Art Flores, Building Official

2. **Approval of meeting minutes for joint meeting and regular meeting April 12, 2016**

   Mr. Calderwood made a motion to approve the minutes of the regular meeting with the following corrections: City Council liaison present was Trey Moeller and change "issuance" to "issue." The motion was seconded by Ms. McGlothlin. The motion passed 5-0. Ms. McGlothlin made a motion to approve the minutes of the joint meeting with the following corrections: under the public comment section add "commercial" before "development" and second to last sentence will read "When PADD ordinance was enacted the intention was that it would be developed in its entirety." The motion was seconded by Ms. Winstead. The motion passed 5 to 0.

3. **Discussion and possible action on preliminary and final plat of Forest Retreat Section 1, lots 26 & 27, block "D", plots containing 0.5672 acres of land, situated in dwelling district 'A', City of Spring Valley Village, Harris County, Texas bearing the addresses 1313 & 1317 Mickey Way**

   Joshua Kester spoke on behalf of the owner.

   - All setbacks are per ordinance.
   - Goal is to combine two lots for flexibility.
   - No relief needed from ordinance.
   - Utilities staying.
   - Two houses on lot and not sure what will happen with the houses.

   City Attorney Smith had concerns about having two residences on "one" lot with the side set-backs. The title company could have problems with two houses.

   Mr. Calderwood said that the city tends to discourage combining lots as that can be out of character with the existing neighborhood with such a large lot. Mr. Flores said that the

maximum lot is three lots. Mr. Smith said that the number of lots is not germane to a platting issue.

"Forest Retreat" is the name of the subdivision.

Mr. Hoffman said that more information is needed and asked Mr. Smith and Mr. Flores to get together regarding this item. Mr. Smith said that one house must go per the subdivision ordinance.

No action was taken on this item.

4. **Discussion and possible action in regards to fencing regulations on residential properties.**

Mr. Hoffman said that Item #4 would be for discussion only. He reviewed the draft ordinance point by point and noted areas that need to be changed or removed.

- Permitted locations: the fence has to be set back behind the front building line. Mr. Hoffman emphasized that a fence can never be put in the sight triangle.
- Exceptions: (1) This is a good section but needs additional explanation and clarification. After "fifty-percent (50%) or more" add, *of overall depth of structure measured from front foundation line.*
- Exceptions: (2a) The material of the fence needs to be ornamental wrought iron. The language in the zoning ordinance will be used to describe the permitted fence material.
- Exceptions (3) This section needs to be reworded with certain parts potentially being removed.

There will be a public hearing on this ordinance.

5. **Discussion and possible action in regards to amending the list of replacement and understory trees.**

This item remains tabled.

6. **Report regarding City Council action on Planning & Zoning Commission matters**

The City Council liaison was absent and no report was given.

7. **Adjournment**

Ms. McGlothlin made a motion to adjourn. Ms. Winstead seconded the motion. The motion carried 5 to 0 and the meeting was adjourned at 9:22 p.m.

Signed: W. K. Hoffman

W. K. (Trey) Hoffman, Chairman

Attest: Louise Richman

Louise Richman, Secretary