

Planning & Zoning Commission Meeting Minutes  
City of Spring Valley Village  
Tuesday, May 14, 2019

- 1. The Planning & Zoning Commission meeting was called to order by Chair 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  
Anne-Marie McMichael  
Charlie Calderwood – arrived at 7:05 p.m.  
Maryellen McGlothlin  
Patrick Johnson  
Louise Richman  
Amy Winstead  
John Lisenby, alternate

A quorum was present.

City Officials present:

Loren Smith, City Attorney  
Oscar Arevalo, Building Official

- 2. Approval of meeting minutes for regular meeting March 12, 2019**

Ms. McGlothlin made the motion to approve the minutes. Ms. McMichael seconded the motion. The motion carried 7 to 0, with Mr. Lisenby participating in the vote in light of Mr. Calderwood's absence until 7:05 p.m.

- 3. Conduct a public hearing concerning:** Ordinance No. 2019-XX – an ordinance amending the Code of Ordinances of the City of Spring Valley Village, Texas by amending Subsection .02, front building line setbacks adjoining a major thoroughfare, of Subsection .09, building line setbacks, of Subsection .03, size and area requirements, of Subsection .02, limitations and restrictions, of Section .05 building and use restrictions in Dwelling District "A", of Exhibit "A" of Chapter 12 Planning and Zoning, of the Code of Ordinances to set front building line setback for lots adjoining a major thoroughfare other than Westview Drive at twenty-five feet (25'); prohibiting driveway entrances onto such major thoroughfare if the lot also adjoins a minor street; providing a minimum setback of thirty-eight feet (38') for garages facing such major thoroughfare; by amending subsection .10, driveway width, transition and separation, of Subsection .03, size and area requirements, of Subsection .02, limitations and restrictions, of Section .05, building and use restrictions in Dwelling District "A" of Chapter 12, Planning and Zoning, of the Code of Ordinances to require driveways to access lots off of streets other than Bingle Road and Campbell Road where possible; providing for the incorporation of preamble; providing a penalty in an amount not to exceed \$2,000.00 for any violation of this ordinance with each day constituting a separate violation; providing a severability clause, a savings clause and an effective date.

- a. Presentation of Proposed Ordinance by City Attorney**

- b. Those in favor
- c. Those opposed
- d. Adjourn public hearing

Mr. Hoffman introduced the item and opened the public hearing at 7:04 p.m. Tony Allender had reviewed the draft ordinance and said that it summarizes well what transpired at the March 12, 2019 Planning and Zoning meeting.

Mr. Hoffman asked for speakers from the audience. Janet Hernandez, 8602 Lupton said her house faces Lupton and was wondering about the masonry fence requirement. Kendall Crawford, 8601 Lupton said that his driveway has been on Bingle Road since 1952. John Kocurek, 1432 Bingle Road commented that the ordinance was moving in the right direction and that it should be applied everywhere in the city. Mr. Smith said that the ordinance would apply only to new construction and remodels greater than 50%. He also said that safety was a concern and that is why in the ordinance driveways will no longer be allowed to come off of Bingle Road and that side fences on Bingle Road must be masonry.

Mr. Hoffman closed the public hearing at 7:10 p.m.

4. **Consideration and possible action concerning:** Ordinance No. 2019-XX – an ordinance amending the Code of Ordinances of the City of Spring Valley Village, Texas by amending Subsection .02, front building line setbacks adjoining a major thoroughfare, of Subsection .09, building line setbacks, of Subsection .03, size and area requirements, of Subsection .02, limitations and restrictions, of Section .05 building and use restrictions in Dwelling District “A”, of Exhibit “A” of Chapter 12 Planning and Zoning, of the Code of Ordinances to set front building line setback for lots adjoining a major thoroughfare other than Westview Drive at twenty-five feet (25’); prohibiting driveway entrances onto such major thoroughfare if the lot also adjoins a minor street; providing a minimum setback of thirty-eight feet (38’) for garages facing such major thoroughfare; by amending Subsection .10, driveway width, transition and separation, of Subsection .03, size and area requirements, of Subsection .02, limitations and restrictions, of Section .05, building and use restrictions in Dwelling District “A” of Chapter 12, Planning and Zoning, of the Code of Ordinances to require driveways to access lots off of streets other than Bingle Road and Campbell Road where possible; providing for the incorporation of preamble; providing a penalty in an amount not to exceed \$2,000.00 for any violation of this ordinance with each day constituting a separate violation; providing a severability clause, a savings clause and an effective date.

Mr. Hoffman explained the ordinance. Side setbacks are not included in this ordinance as there are no changes to the side setback distances. On page 2, Section 2, the front setback line goes to 25 feet from 40 feet. Mr. Hoffman explained that the 38 feet garage setback requirement is so that two cars could be lined up back to front and not impede on the sidewalk. He noted that in the section, “lots adjoining Westview Drive” it does not specify a starting measurement point and the 36 feet and 38 feet could be confusing.

Mr. Calderwood had several questions and comments. How was the 38 feet garage measurement determined; answer from Mr. Hoffman, a standard length of a Suburban is 19 feet times two equals 38 feet. Existing homes with the garage(s) out front are a setback issue. As this ordinance eliminates for new construction, driveways coming out onto a major thoroughfare from a house that faces a minor street, is not the city reducing the value of current lots with this ordinance. Ms.

Richman noted that Bingle was a two lane road when these houses were built. Mr. Lisenby said that it is always best to have egress and ingress off of minor streets versus major thoroughfares. Ms. McMichael asked why there could not be an amendment changing 36 feet to 38 feet. Mr. Smith said because that pertains to Westview and that ordinance has already been adopted. Mr. Smith will do cleanup on the 36 feet and 38 feet. Mr. Calderwood said that the city is getting more sidewalks and does this ordinance give enough setback for two cars. Mr. Hoffman and Mr. Smith said this ordinance pertains only for Bingle Road and for Campbell Road. Mr. Arevalo said that sidewalks are typically in the right of way. Mr. Smith asked about how to project future sidewalks. Mr. Allender said if one goes to the inside edge of property line, it is covered. Mr. Johnson had concerns about where to measure from. Mr. Smith will add some clarifying language.

Mr. Calderwood made the motion to approve the ordinance. Ms. McMichael seconded the motion. The motion carried 7 to 0.

5. **Conduct a public hearing concerning:** Ordinance No.2019-XX – an ordinance amending the Code of Ordinances of the City of Spring Valley Village, Texas by amending Section 01:03:02, Board of Adjustment, of Subsection 01:03, other administrative duties of the City of Spring Valley in executing this comprehensive zoning ordinance of Section One, purpose and administration, of exhibit “A” of Chapter 12 Planning and Zoning, of the Code of Ordinances to require public notice of hearings held before the Board of Adjustment to be provided by posting of signs in addition to all other public notification requirements; revising section 01:04:03. Public hearing – Planning and Zoning Commission, of Subsection 01:04, amendments, of Section One, purpose and administration, of exhibit “A” of Chapter 12 Planning and Zoning, of the Code of Ordinances to require public notice of hearings held before the Planning and Zoning Commission to be provided by posting of signs in addition to all other public notification requirements; providing for the incorporation of preamble; providing a penalty in an amount not to exceed \$2,000.00 for any violation of this ordinance with each day constituting a separate violation; providing a severability clause, a savings clause and an effective date.
  - a. Presentation of Proposed Ordinance by City Attorney
  - b. Those in favor
  - c. Those opposed
  - d. Adjourn public hearing

Mr. Hoffman opened the public hearing at 7:37 p.m. Mr. Smith said that this item came as a request from City Council as part of improving communications for zoning changes and would include residential. Signs that announce the public hearings would stay up through Planning and Zoning and City Council public hearings. The size of signs at 4 feet by 4 feet is what other cities typically use. Mr. Hoffman asked if there was any discussion about the size of a project and its cost and who would pay for the signs. Mr. Calderwood said he was for the ordinance. There were no speakers from the public. Mr. Hoffman closed the public hearing at 7:45p.m.

6. **Consideration and possible action concerning:** Ordinance No.2019-XX – an ordinance amending the Code of Ordinances of the City of Spring Valley Village, Texas by amending Section 01:03:02, Board of Adjustment, of Subsection 01:03, other administrative duties of the City of Spring Valley in executing this comprehensive zoning ordinance of Section One, purpose and administration, of exhibit “A” of Chapter 12 Planning and Zoning, of the Code of Ordinances to require public notice of hearings held before the Board of Adjustment to be provided by posting of signs in addition to all

other public notification requirements; revising section 01:04:03. Public hearing – Planning and Zoning Commission, of Subsection 01:04, amendments, of Section One, purpose and administration, of exhibit “A” of Chapter 12 Planning and Zoning, of the Code of Ordinances to require public notice of hearings held before the Planning and Zoning Commission to be provided by posting of signs in addition to all other public notification requirements; providing for the incorporation of preamble; providing a penalty in an amount not to exceed \$2,000.00 for any violation of this ordinance with each day constituting a separate violation; providing a severability clause, a savings clause and an effective date.

Mr. Calderwood is for the ordinance. Ms. McMichael asked why the city would not supply standard signs. She considers that the notification and intent are good. There is a lot of onus on the homeowner to supply signs. Mr. Smith said there would be different signs for different projects. Mr. Johnson said it was good to provide signs for residential. Mr. Calderwood was concerned about the cost, burden and rationale. Ms. Richman was not in favor of the residential signs. Ms. McMichael mentioned variance and zoning changes for residential. Mr. Lisenby said some residents would not know. Mr. Hoffman said it will insure compliance if city does it for residential. The Planning and Zoning Commissioners were not ready to take a vote on this item and felt it needed more time for discussion. Mr. Smith will take comments to City Council.

No vote was taken.

7. **Discussion and direction concerning:** the activities of the City Council during the April 23, 2019 meeting regarding Planning & Zoning Matters.

Mr. Smith reported that there was no action taken as there had not been a Planning and Zoning meeting on April 9, 2019.

8. **Adjournment**

Ms. McMichael made a motion to adjourn. Mr. Calderwood seconded the motion. The motion carried 7-0. The meeting was adjourned at 7:59 p.m.

Signed:   
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W. K. (Trey) Hoffman, Chairman

Attest:   
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Louise Richman, Secretary