



**VILLAGE OF
VOLENTE MINUTES**

Planning & Zoning Commission Regular Meeting
6:30 P.M., Tuesday, November 14, 2017
Fire Hall 15406 FM 2769, Volente, Texas

I. ITEMS OPENING THE MEETING

- A. Call to Order
Chairperson Allison Thrash called the meeting to order at 6:31 p.m.
- B. Call Roll
Present: Barrick (arrived at 6:33), Belote, Carufel, Mitchell, and Thrash
Absent: None
Also in attendance: Nadia Ganser of TRE and Chris Holtkamp of Holtkamp Planning
- C. Approval of September 12 and October 10, 2017 minutes.
Commissioner Carufel motioned to approve the minutes of September 12 and October 10, 2017 with one edit. Motion seconded by Kristi Belote. Motion carried unanimously.

II. CITIZEN COMMENTS

No comments.

III. GENERAL BUSINESS AND ACTION ITEMS

- A. Consideration and possible recommendation on a request by John and Debbie McAden of 7611 Debbie Drive, for a variance from Division 4 Site Development Design Standards, Section 9.05.118 Drainage, (d) Restrictions, (9) encroaching on the 100-year floodplain, and (10)(A) finished floor at least two feet above the 100-year floodplain, so they may expand the building footprint currently in the floodplain by adding a 712 square foot building addition and a 474 square foot open deck one foot above the floodplain.
1. Presentation by applicant- Mrs. McAden stated her justifications to the commission.
 2. Presentation by Village staff – Nadia Ganser of TRE Engineering presented and answered questions.
 3. Citizen comments – No citizens commented.
- Commissioners asked whether the Applicants could comply to the four conditions required by the LCRA for their OSSF Approval, and the Applicants assured the Commission they would abide by those conditions
Commissioner Barrick motioned to recommend approval to city council. Motion was seconded by Commissioner Mitchell. Motion carried unanimously.
- B. Presentation by Chris Holtkamp, discussion, review and possible recommendation on identifying and resolving conflicts between the Comprehensive Plan and Zoning Ordinance as directed by council.
Chris Holtkamp presented his review to the commission reporting that there was no glaring conflict between the Village's current Comprehensive Plan and the current Zoning

Ordinance in force that would require any immediate action by the Commission or Council. He did recommend that they consider defining “fast food”.
No action taken.

C. Update from staff on expired and unpermitted short term rentals.
City secretary updated the commission on the status of short term rentals.

D. Discussion and possible edits continued on the Short-Term Rental Ordinance/Vacation Rental Dwelling Ordinance.
The commission decided to complete work on the STR/VRD ordinance at the next regular meeting, December 12th. If they are able to complete their work they plan to have a public hearing at the regular meeting January 9th and recommend to council at their regular meeting January 16th.

E. Discussion of future agenda items.
The commission will only work on the STR/VRD ordinance at the December 12, unless there are any variance requests that must be considered.

IV. ADJOURNMENT

Commissioner Belote moved to adjourn and Commissioner Barrick seconded. The motion passed unanimously by all present, and the meeting adjourned at 8:21 p.m.

Approved this 12th day of December, 2017.

Signed:

Attest:

Allison Thrash, Chairperson

Nicole Vicuña, City Secretary

Comprehensive Plan and Zoning Review

The Village of Volente incorporated in 2003 and adopted a Comprehensive Plan in 2004. The plan was developed through an extensive public outreach effort and identified community values and priorities that have served the Village well since the plan was adopted. The Village has moved forward with implementing many projects from the plan and has continued engaging the public through regular community surveys and on-going outreach.

The Zoning and Subdivision Ordinances are two of the primary tools for implementing the vision created by the Comprehensive Plan. Volente recently revised its subdivision ordinance and wanted to ensure the new regulations continued to reflect the values and priorities identified in the 2004 plan. This review process allowed for an assessment of the Comprehensive Plan and its relationship to the revised Zoning Ordinance and Subdivision Ordinance to determine if there were conflicts between the two.

In summary, there are no significant conflicts between the Comprehensive Plan and the ordinances as adopted. There are a few areas that are not in exact alignment, but they are fairly minor and do not represent a significant issue that would require revision. It is important to note that the Comprehensive Plan is not, in itself, a regulatory document. Instead, it is intended to identify priorities and values and provide a framework for decision making to community leaders.

Comprehensive Plan Issue Summary

The biggest issue with the Comprehensive Plan is that it has not been substantially revised since its adoption in 2004. Because Volente had not incorporated before 2000, the population data was based on estimates rather than accurate Census data from the 2000 Census. The plan itself suggests an annual review and a substantial revision every 5 years to reflect changes in the community. It is suggested that the City go through a review and revision process, and at minimum, revise the Demographic Analysis to reflect most current and accurate population data.

Because Volente has conducted regular surveys and outreach, key issues and priorities have been identified, so it may be the revision process can be fairly straightforward and short. Rather than an extensive public outreach process, City leaders can develop a revised plan based on the recent survey data and their knowledge and experience with Volente. This would provide an opportunity to develop new goals and objectives that better reflect Volente in 2017. It would also provide an opportunity to review the status of identified projects, especially TxDOT road improvements to major thoroughfares that may have significant impact on Volente. Knowing the status of these projects may direct future action by the Village to ensure quality of life is not negatively impacted.

As mentioned, there were a few minor inconsistencies between the plan and the ordinances listed below:

Inconsistencies

- 20% impervious cover recommended for residential and 35% for multi-family and non-residential uses in the Comp Plan. Zoning allows 25% for residential and 35% - 45% for multi-family and non-residential. Not a significant issue, but worth noting.
- Rainwater harvesting on new construction recommended in plan. No mention of this in the Zoning and Subdivision regulations. Is this something the community wants to pursue?

- Rear and side parking recommended for commercial development. No mention of this in ordinances. There is discussion of screening and landscaping requirements to preserve community image, which accomplishes the same thing by screening parking lots.
- Recommendation to prohibit non-residential uses on 'the highest point' of a property, but no mention of that in the ordinances
- Recommendation for sidewalks and trails throughout Volente but ordinance only has language that Council 'may' require sidewalks in new construction. If this is important, may want to revise language to require sidewalks, at least on side of the street.

Zoning Review and Recommendations

- Section 9.02.053(e)10 - Fast food not permitted? I'm not sure this is legal, drive thrus can be restricted, but not the entire class of fast food, need a definition of what fast food is at the very least
- Section 9.02.054 and Section 9.02.055 - Why have separate Commercial districts for light retail and light retail with restaurants?
- Sections 9.02.143 and 9.02.144 Nonconforming uses – what about change in ownership of the nonconforming structure?
- Chart 1 Dimensional Regulations – allows for 25% impervious cover for single family, 35%-45% for commercial and manufactured homes. This conflicts with Comprehensive Plan recommendation of 20% and 35% respectively.
- Chart 2 Parking Requirements – 2 space minimum is a lot for multi family residential, drives up prices and increases impervious cover to put in required parking
- One space per 150 sq ft of restaurants is fairly high, should consider 200 sq ft or 250 sq ft
- Chart 5 Zoning Use Summary - I'm not sure you can outright prohibit uses like SOB's, tattoo parlors, etc.
- No mention of any kind of lodging except for Bed and Breakfast as conditional use permit

Subdivision Review and Recommendations

- Comp Plan recommends requiring developers to put in pedestrian amenities, but subdivision ordinance has it discretion of city to require or not
- Comp Plan discusses parking to side and rear of commercial areas, but not discussed in ordinance
- Is the Open Space requirement (Section 9.05.305) in addition to the parkland dedication requirement (Section 9.05.304)?
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