



**Minutes Regular Meeting of
The Planning and Zoning Commission
Of the Village of Volente, Texas
Wednesday, May 7, 2014
6:00 p.m.**

City Hall, 16100 Wharf Cove, Volente, TX 78641

1. Open Meeting and Roll Call

The meeting was called to order at 6:09 p.m. by Chair Allison Thrash. Barbara Wilson, City Administrator called roll. Present: Allison Thrash, Babs Yarbrough, and Rett Scudder. Marc Dickey with Trey & Associates was also present.

Absent: Missy Thost, Kit Hopkins, and Ruan Laurens.

2. Citizens Comments.

None at this time.

3. Approval of the December 4, 2013 minutes.

The minutes were approved with corrections. Babs Yarbrough made a motion to approve the minutes with corrections. Rett Scudder seconded the motion. The motion passed unanimously. See attached for the corrections.

4. Discussion and possible action on Subdivision Minor Re plat Request from Richard Roucloux

with a Variance from the Subdivision Ordinance Section 31.122 Lot Size, and Section 31.122 Easements Utility, and the Zoning Ordinance Section 30.124 Designation for Non-Conforming Lot under Overlay Infill Redevelopment for 8127, 8129, and 8131 Joy Rd. and 8124, 8126, 8128 Sharon Rd., Volente, Travis County, Texas to combine Original Sandy Shores Subdivision Lot 23, 24, 25 on Joy Rd, and Lots 47, 48, and 49 on Sharon Rd.

Barbara Wilson, City Administrator, gave a review of the two subdivision minor re plat requests from Richard Roucloux, resident of 8140 Joy Rd, Volente, TX. Ms. Wilson walked the Commissioners through each step of the process to understand the complexity and difficulty in meeting all of the water quality, OSSF, TCEQ, LCRA, and Village of Volente requirements and the basis of each of those requirements.

The City Engineer, Marc Dickey, highlighted the requirements of the re plat process from the engineer's perspective and what was still missing in order to finalize this application. The City Engineer Marc Dickey and the City Administrator Barbara Wilson answered several



detailed questions from the Commissioners.

The applicant Richard Roucloux spoke and gave evidence on hardships related to his variance's request. He also explained the need to try and develop a checklist for the application process which, due to all of LCRA's requirements and many water quality requirements, can be quite arduous and expensive.

Both the applicant Richard Roucloux and the City Administrator Barbara Wilson advised the Planning and Zoning Commission, that in consideration of the number of legally subdivided lots in the Village of Volente that do not meet the one-acre lot size nor the minimum width requirement, there needs to be a more streamlined process for an applicant to re plat or join together the multiple lots that they may own now or wish to purchase in the future.

Barbara Wilson followed with a presentation on the LCRA's and TCEQ's new Rules and Regulations and changes in the State of Texas Health Code which will have an impact on our subdivision process in the future and should be considered in the review of the Village of Volente Ordinances.

5. Close Public Meeting.

The open meeting was closed at 7:10 p.m. and the public hearing began at that time.

6. Open Public Hearing Regarding Subdivision Minor Re plat Request.

a. Citizen Comments.

Residents who live on Joy Rd. and Sharon in Volente (Dorothy Wilhelm, Nancy Carufel), along with Council Members Jan Yenawine and Judy Graci spoke in support of Richard Roucloux's application.

7. Close Public Hearing.

A. Chair Allison Thrash closed the public hearing at 7:25 p.m.

8. Open Public Meeting.

A. Chair Allison Thrash opened the Public Meeting at 7:25 p.m.

9. Possible Action on Recommendations to City Council on Richard Roucloux subdivision Minor Re plat Request.

Rett Scudder made a motion with Babs Yarbrough seconding to grant Richard Roucloux



Re plat requests with the following codicils. The motion passed unanimously.

- 1) That the abandoned community well be plugged by the end of June, 2014.
- 2) That the recommendation and the granting of the variances were contingent on the sale of the property being completed by Richard Roucloux from Ylva Marie Ureland.
- 3) Proof of Time Warner Release of Easement Rights on the four interior lots of the two re plats.
- 4) That the applicant deliver a complete signed copy of the plat registered with Travis County to both the LCRA and the Village of Volente.
- 5) The necessary correction is made to the plat that both the LCRA and the Village of Volente Engineers noted on their reviews.
- 6) That the front of both of the re plats will be facing Sharon and Joy perpendicular to the intersection of West Drive and facing West Drive.
- 7) That the creation of these lots does not impact negatively the existing drainage runoff of these lots at this time.
- 8) Applicant must meet new building and site development requirements when building or remodeling of these two lots.

Babs Yarbrough made a motion to accept the hardships and conditions for granting the variances, with Rett Scudder seconding the motion. The motion was approved unanimously.

The variances were granted due to the following hardships and conditions:

- 1) The original subdivision was subdivided in April of 1960 as Sandy Shores Subdivision with 5 foot P.U. E. easements on the sides and back of each lot.
- 2) Since the lots are not one (1) acre lots which require the 15 or 20 foot easement by Ordinance and which would make these lots unbuildable due to the original design of the 1960 Subdivision of Sandy Shores, the applicant was allowed the measurement of 5 foot P.U.E. easements like the rest of the subdivision.
- 3) Since the applicant is taking six historically subdivided lots and making them into two lots of approximately .6 acre each, the zoning designation of Non-Conforming lot (IR 1) will be allowed to address the width of less than 125 ft. and a difference in the calculations of the front, side, back and side street setbacks as long as the front of the lots are designated as the portion that faces West, Joy and Sharon Streets respectively, and are less than one acre in their formation. The applicant was able to provide proof that both lots will be buildable with the LCRA requirement of 2500 sq. ft. building footprint, 100 foot well setback, and a 5000 sq. ft. septic field. Note that the original 1960 Sandy Shores Subdivided lots 47, 48, 49, 23, 25,



27 would not have been buildable under these criteria and requirements.

- 4) By allowing historical P.U. E. easements and Non-Conforming lot designation, the existing structures fall within the Non-conforming lot designations.
- 5) No new easements will be created. The old lots' interior easements will be vacated.

Commissioners took a 5 minute break and released Marc Dickey, Village Engineer at 8:45 p.m. The meeting reconvened at 8:49 p.m.

10. Discussion and Possible Action on Recommendations to Amend Ordinance 2004-O-24 Planning and Zoning Commission Establishment.

The Commission discussed Recommendations to Amend Ordinance 2004-O-24 Planning and Zoning Commission Establishment as follows:

- a. Clarification of Section One Purpose and Section Nine Duties and Powers to add the ability to make recommendations to the City Council on all variances from the Subdivision, Site Development, and Water Quality Ordinances.
- b. Section Eight B Setting Calendar for Regular Planning and Zoning Meetings as whether to set meeting for the first or second Tuesday of each month.
- c. Section Eight A (1) Addition of Election of Officers to add the sections for the election of the officers.

Babs Yarbrough made the motion to have staff develop the proposed amendments to the Ordinances that would make the necessary changes to the Planning and Zoning Ordinances to incorporate the ability to make recommendations on variance requests from applicants to the Subdivision, Site Development and Water Quality Ordinances; to add the section for election of officers and for the setting of the calendar for regular scheduled meetings to be the second Tuesday of each month with the next meeting being on Tuesday, June 10, 2014 and changing the time of the meeting to 7:00 p.m. Staff was further directed to have the City Attorney review the changes and then for staff to bring the ordinance amendment, back to Planning and Zoning for review and recommendation to the City Council. Rett Scudder seconded the motion.

The motion passed unanimously.

11. Discussion and possible recommendation on the current Village of Volente Comprehensive Plan and Community Survey.

The Commission discussed the current Village of Volente Comprehensive Plan and Community Survey as follows:

- a. Discussion of Appendices.

Chair Allison Thrash pointed out that some of the maps and supporting



documents would need to be changed and that the Commission would need additional funding to have the City Engineer and other professional services to consult with the Commission and also funding for the City Engineer and other professional services to make the necessary changes for any updates that the Commission wishes to recommend to the City Council on the Comprehensive Plan and the Community Survey.

Chair Thrash asked for a motion to direct staff to advise the Budget, Finance and Administration Committee for a budgetary request of \$10,000 for next year's fiscal budget for funding of professional outside services for making changes to the Comprehensive Plan, and its Appendices, and the Community Survey.

Rett Scudder made the motion and Babs Yarbrough seconded the motion. The motion passed unanimously.

b. Budget Recommendations to Council

The Commission reviewed the scope of the task to update the Comprehensive Plan and the Community survey and decided to divide the Plan up in chapters and to first review these chapters for old or outdated information and ideas for Community Survey.

c. Update of Old or Changed Information

The Commission decided to assign each commissioner to review Chapters One and Two and for the Commission to come to their next meeting with recommendations for these chapters.

12. Babs Yarbrough made the motion to adjourn and Rett Scudder seconded the motion. The motion passed unanimously. The meeting closed at 9:32 p.m.

Approved this 10th day of June, 2014.

Allison Thrash, Chair

Joan Jackson, City Secretary