



450 Thunder Head Lane • P.O. Box 1150 • Annetta, Texas 76008 • (817) 441-5770

Planning & Zoning Commission Minutes

The Town of Annetta Planning and Zoning Commission met on Thursday, March 28, 2019, at 7:00 p.m. in the Annetta Town Hall at 450 Thunder Head Lane to consider the following agenda:

- I. **Call to order.** Roger Wilson - acting as chairperson, called the meeting to order at 7:00 p.m.
- II. **Pledge of Allegiance/Invocation of Prayer.** Shelby Kimball led the pledge and Roger Wilson provided the invocation.
- III. **Roll call/Quorum check.** A quorum check revealed that Roger Wilson, Shelby Kimball and Sandy Roberts were present. Jaime Saenz and Mike Herring were absent.
- IV. **Public Comments:** In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is posted on the agenda, the Planning & Zoning Commissioners may not discuss the subject but may respond only with a statement of fact or of existing city policy or may agree to place the item on the agenda of a future meeting of the Commission. The Chairman of the Planning and Zoning Commission may place a reasonable time limit on each presentation. No public comments were made.
- V. **Approval of minutes from the last meeting.** Shelby Kimball moved to accept the minutes, and Roger Wilson seconded the motion, with all aye. Motion passed unanimously.
- VI. **New Business:**
 - a. **Swearing in of Roger Wilson – Place 4, Chairman, and Guy Wilson – Alternate #1.** Jamee Long conducted the swearing in of Roger Wilson – Place 4, Chairman, and Guy Wilson – Alternate #1. During the public workshop, Traci Fambrough arrived late due to travel. City Secretary, Jamee Long took her in the office to swear in Traci Fambrough as Alternate #2.
- VII. Roger Wilson recessed into a continuation of the Public Workshop held on March 14, 2019 at 7:04 p.m.

A continuation of the workshop on March 14, 2019 was held to discuss Ordinance #192, The Town of Annetta Comprehensive Zoning Ordinance and consider a request to reduce the current construction standards and increase current size limitations on accessory structures as outlined in Sections 8.9 and 8.10 of Ord. #192 and to consider other provisions of Ordinance #192 that may conflict with the Town of Annetta Vision Statement and Comprehensive Plan.

- a. Overview of the Town of Annetta Vision Statement and Comprehensive Plan. (Available on the Town website.) No discussion.
- b. Overview of Zoning Law and processes for Amending Zoning Regulations. No discussion.
- c. Continue Public Discussion and Workshop led by consultant to consider potential issues, conflicts or problems within Ordinance 192 that might conflict with the Town of Annetta Vision Statement and Comprehensive Plan. No discussion.
- d. Continue Review of Ordinance 192, Section 8.9 - Structural Exceptions to Masonry Standards and Sections 8.10 A - Accessory Dwelling Units; 8.10 B - Accessory Structures and 8.10 C - Accessory, Ancillary and

Secondary Structures and the current compliance of these sections with the Town of Annetta Vision Statement and Comprehensive Plan.

- e. Continue Public Discussion and Workshop led by consultant, to consider potential issues, conflicts or other problems in Ord. # 192, Section 8.9 and Sections 8.10 A, B and C above.
 - i. Craig Farmer, City Essentials Planning Consultant conducted the workshop, he had the citizens identify any problems they may have with Ord. #192, regarding Accessory Buildings. Everyone in attendance had an opportunity to vote (with a dot) as to what the most important issues were to amend. The Top 6 are listed below:
 - 1. 15 votes – Building Material requirements are too restrictive for accessory buildings.
 - 2. 13 votes – Max is 420 total square feet/maximum 2 buildings. *Special exception needed to exceed.
 - 3. 12 votes – Difficult to replace non-conforming structure/s.
 - 4. 12 votes – Visibility of accessory buildings.
 - 5. 8 votes – Height maximum 15 feet. Establish how to calculate.
 - 6. 8 votes – Accessory building between home, side setback.
 - ii. Craig Farmer continued the workshop to focus on “problems” with the Ord. #192, with regards to Accessory Dwelling. Everyone in attendance agreed that the list that was identified was the full list:
 - 1. Definition of Dwelling Unit
 - 2. Confusion about what constitutes a dwelling unit
 - 3. Accessory dwelling is permitted by right on lots over 12,000 square feet
 - 4. Kitchen required
 - 5. Masonry/material requirements
 - 6. Cannot be “Rented” to be defined
 - 7. Cannot be sold unless with main structure - to be better defined.

Roger Wilson reconvened the meeting at 8:50 p.m.

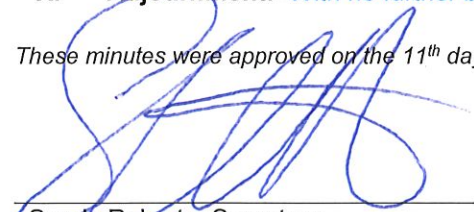
VIII. Old Business:

- a. **Discussion and Action:** Direction to City Staff and Planning Consultant concerning any proposed changes to Ordinance #192, Section 8.9 “Structural Exceptions to Masonry Standards” and Section 8.10 “Accessory Buildings and Use Regulations” to allow the Planning Consultant to bring written amendments to the Commission for future consideration. **No action taken.**

IX. Announcements: Our next meeting will be held on April 11, 2019 at 7:00 p.m. at Annetta Town Hall, 450 Thunder Head Lane. Sandy Roberts asked Mr. Farmer if he could provide written recommendations by the next Planning and Zoning meeting on April 11th, as he was not going to be in town to attend the meeting. Mr. Farmer indicated that he would try to provide a status report. Mayor Bruce Pinckard requested that we have another workshop scheduled with the City Council Meeting on April 18, 2019.

X. Adjournment: With no further business, Roger Wilson adjourned the meeting at 8:54 p.m.

These minutes were approved on the 11th day of April, 2019.



Sandy Roberts, Secretary



Roger Wilson, Chairman