

CITY OF SANTA FE
PLANNING AND ZONING COMMISSION
REGULAR MINUTES
DECEMBER 6, 2022, 7:00 P.M.
COUNCIL CHAMBER, SANTA FE CITY HALL
12002 HWY 6, SANTA FE, TEXAS 77510

MINUTES

- I. The meeting was called to order to order at 7:00pm.
- II. ROLL CALL:
Present:

Chairman Glennie Hefner
Secretary of the Commission Ronnie Willoughby
Commissioner Andrew Mills
Commissioner Janet Davis
Commissioner Shannon Wofford

Absent:

Commissioner Gary Smith
Commissioner Wyndee Wagner-McGee
- III. Invocation and pledge of allegiance was led by Commissioner Ronnie Willoughby.
- IV. CITIZENS' COMMENTS: None.
- V. APPROVAL OF MINUTES: Commissioner Andrew Mills motioned to approve the November 1, 2022, regular meeting minutes, with the corrections made. Seconded by Commissioner Ronnie Willoughby. Following changes to the minutes, the motion was approved unanimously.
- VI. ZONING
 - a. **Public Hearing – ZC 221001** – a zoning district change request from AR – Agricultural Residential to R-1 – Single Family Residential for 3337 Tower Road, Santa Fe, Texas, described as Lot 1, Duplantis Subdivision.
Chairman Glennie Hefner opened the public meeting at 7:07p.m.
The city engineer, Matthew Johnson, explained how there are two residential structures on the property, and the property owner is trying to subdivide it to provide each of the residences with their own lots, with a third lot in the rear in the event they want to sell the lot. Mr. Johnson further explained that the proximity of the two structures is such that they cannot be split to allow sufficient right-of-way frontage, 80 feet, for each one in an agricultural residential zoning district. The property owner requested to rezone to R1, which has a 60-foot right-of-way frontage. Mr. Johnson stated the staff recommends approval. Chairman Glennie Hefner closed the public hearing at 7:13p.m.
 - b. **Consideration and possible action regarding ZC 221001** – a zoning district change request from AR – Agricultural Residential to R-1 – Single Family Residential for 3337 Tower Road, Santa Fe, Texas, described as Lot 1, Duplantis Subdivision. Commissioner Ronnie Willoughby motioned to approve the zoning change. Commissioner Janet Davis seconded the motion. Motion was unanimously approved as presented.

- c. **Public Hearing – ZC 221101** – a zoning district change request from R-2 – Medium Density Residential to R-3 – Multi-Family Residential for the property located approximately 100 feet south of 11th Street on Avenue L, described as Abstract 149 E Mitchell Survey Part of Outlot 236 (236-1 and 236-9 through 236-14) Alta Loma Outlots.

Chairman Glennie Hefner opened the public hearing at 7:16pm.

City Engineer Matthew Johnson explained the property is zoned R-2, and the property owner would like to develop it as a multifamily property, R-3. The property owners also own the six properties that front Ave. L. The structures were constructed prior to the incorporation of the city and were in place prior to the zoning ordinances being applied. Mr. Johnson explained that the property is landlocked due to the way the quadplexes on Avenue L and the duplexes on 11th Street are situated. The property owner applied to place apartment complexes, 36 units in total, on the property. Mr. Johnson described the site plan to the commission and elaborated that if the zone change is approved, the property owner will need a zoning variance for the minimum frontage due to R-3 needing a minimum frontage of 100ft., while the property currently has 60-ft. of frontage, which is the only access for traffic flow. Mr. Johnson explained his calculations for increased traffic flow in the area.

Mike Lynch, of 12301 11th St., who owns the property adjacent to the rear of the property, explained that if the property owner builds a 2-story apartment complex, he will lose all the privacy he currently has. Mr. Lynch expressed he is opposed to the property owner's development due to the invasion of privacy, the increase of traffic, (11th Street does not have sidewalks, so the children who live in the duplexes on 11th Street play in the road), and the crime that would come with an increase of population in the area.

Mr. Johnson stated that there will be an 8-foot-high concrete panel fence around the property's boundary lines.

Shannon Mathew, 12136 12th St., explained that her property is across the street from the property. Ms. Mathew showed board members pictures of her property and surrounding properties flooding due to poor drainage. She also explained that, on more than one occasion, vehicles have been pulled from her ditch because there is so much traffic. Ms. Mathew stated she was opposed to the property development due to drainage, traffic, trash, and a lack of benefit to the surrounding residents. Ms. Mathew explained the current drainage and flooding issues, which she felt were exacerbated by the litter produced from the duplexes on 11th St. Ms. Mathew requested that the property owner consider adding something else to the property, such as a park, because the children play in the streets. Ms. Mathew calculated the number of cars that would come with the addition of the development.

Mr. Johnson explained that he would discuss all issues with the property owner and review the drainage issues. Mr. Johnson explained the traffic and how he assessed future traffic in the area.

Chairman Glennie Hefner questioned the requirements needed for a traffic study, to which Mr. Johnson explained his threshold was 50, and on the verge of needing a traffic study.

Bob Wylie, 12302 11th St. and 12141 12th St., explained his concern for the faulty drainage in the area and how the development is going to cause additional issues. Mr. Wylie explained the drainage district would not support pumps put in the detention pond. Mr. Wylie stated he was informed the property owner was going to put in a detention pond and pump it out on a regulated basis. Mr. Wylie explained the drainage failures and how they affected homes in the area. Mr. Wylie stated he is opposed to the property development due to the intersection being dangerous and children playing in the street on Ave L.

Vaun Henry, of 12225 11th St., who owns one of the duplexes on 11th St., explained that he purchased the property 12 years ago, and behind his property there was access given by the previous owner, and he would like the access to remain available. The city engineer, Matthew Johnson, explained the road would be paved and access would still be available.

Surinder S. Aulakh, Cobalt Engineering and Inspections, LLC, explained there will be playgrounds and walking paths added to the development site. Mr. Anulakh explained that drainage is a concern, and the Cobalt civil engineer is looking to mitigate that by enlarging the detention pond to increase positive retention. Ms. Mathew is concerned about the detention pond retaining water and the insects and rodents it will bring with it. Mr. Anulakh stated that if there is already water, it is a pre-existing condition. Chairman Glennie Hefner asked if the detention pond would be wet or dry, to which Mr. Anulakh replied, "Dry." Mr. Johnson explained he was unaware of the current issues with the property and will have them taken care of.

Mr. Wylie and Mr. Johnson debated drainage issues and what the drainage district stated. Chairman Glennie Hefner closed the public hearing at 7:53pm.

- d. **Consideration and possible action regarding ZC 221101** – a zoning district change request from R-2 – Medium Density Residential to R-3 – Multi-Family Residential for the property located approximately 100 feet south of 11th Street on Avenue L, described as Abstract 149 E Mitchell Survey Part of Outlot 236 (236-1) Alta Loma Outlots. Commissioner Andrew Mills explained the Planning and Zoning Commission has nothing to do with Drainage District #1 and encouraged citizens to attend one of the Drainage Districts' meetings. Mr. Mills discussed site features with Mr. Anulakh and Mr. Johnson. Commissioner Ronnie Willoughy motions to approve the zoning change. Commissioner Mills seconded. Motion was unanimously approved as presented.

VII. PLANS

- a. No plans for consideration.

VIII. BUSINESS ITEMS

a. OLD BUSINESS

- i. No old business to discuss.

b. NEW BUSINESS

- i. **Public Hearing – SD 221001** – a preliminary plat of Tower Road Estates Phase III including 36 lots and 2 reserves on 1 block. A subdivision of Abstract 15 I Lewis Survey Part of Block A (1-1-3) Eureka Orchard Subdivision Number 1. Located on the east side of Tower Road, approximately 1,300 feet north of Williams Street, Santa Fe, Texas.

Chairman Glennie Hefner opened the public hearing at 8:07pm.

City Engineer, Matthew Johnson, explained that part of Tower Road Estates Phase III is 2/3 in ETJ (extraterritorial jurisdiction) and 1/3 in the city of Santa Fe.

Jim Hodgson, 15811 Pine St., explained all the development coming in around his property and asked if there was anything in the works for traffic control.

Mr. Johnson explained he was unaware there were any traffic issues in the area and would investigate it. Mr. Johnson also explained that Tower Road Estates Phase III would be a private property subdivision fully operated by the Homeowners Association.

Chairman Glennie Hefner closed the public hearing at 8:13p.m.

- ii. **Consideration and possible action regarding SD 221001** – a preliminary plat of Tower Road Estates Phase III including 36 lots and 2 reserves on 1 block. A subdivision of Abstract 15 I Lewis Survey Part of Block A (1-1-3) Eureka Orchard Subdivision Number 1. Located on the east side of Tower Road, approximately 1,300 feet north of Williams Street, Santa Fe, Texas.

Chairman Glennie Hefner motioned to approve the preliminary plat of Tower Road Estates Phase III including 36 lots and 2 reserves on 1 block. Commissioner Mills seconded. Motion was unanimously approved as presented

- iii. **Public Hearing – SD 221002** – a replat of Lot 41 and Lot 42, Block 3, Tower Road Estates Phase I Plat. Located at 3109 and 3113 East Tower Circle, Santa Fe, Texas.

Chairman Glennie Hefner opened the public meetings at 8:20pm.

City Engineer, Matt Johnson, explained two lots were purchased, and the property owner wants to place a residence in the middle of the two lots.

Eric Parker, of 3109 and 3113 East Tower Circle, Santa Fe, Texas, stated he was building a home in the middle of the two properties and would be centered.

Chairman Glennie Hefner closed the public hearing at 8:23pm.

- iv. **Consideration and possible action regarding SD 221002** – a replat of Lot 41 and Lot 42, Block 3, Tower Road Estates Phase I Plat. Located at 3109 and 3113 East Tower Circle, Santa Fe, Texas.

Commissioner Shannon Wofford motioned to approve a replat of Lot 41 and Lot 42, Block 3, Tower Road Estates Phase I Plat. Commissioner Andrew Mills seconded. Motion unanimously approved as presented.

- v. **Public Hearing – SD 221003** – a replat of Lots 2 and 3 of Reitmeyer Estates. Located on Avenue S, approximately 1,150 feet north of Walker Street, Santa Fe, Texas.

Chairman Glennie Hefner opened the public hearing at 8:26pm.

City Engineer, Matthew Johnson, explained the property owner would like to replat 1 and 2 to place a home on the lot.

Chairman Glennie Hefner closed the public hearing at 8:31pm.

- vi. **Consideration and possible action regarding SD 221003** – a replat of Lots 2 and 3 of Reitmeyer Estates. Located on Avenue S, approximately 1,150 feet north of Walker Street, Santa Fe, Texas.

Commissioner Andrew Mills motioned to approve a re-plat of Lots 2 and 3 of Reitmeyer Estates. Commissioner Ronnie Willoughby seconded. Motion was unanimously approved as presented.

- vii. **Public Hearing – SD 221101** – a preliminary plat of Barba Estates including 2 lots on 1 block. A subdivision of Abstract 15 I R Lewis Survey Tract 15-2. Located at 3217 Tower Road, Santa Fe, Texas.

Chairman Glennie Hefner opened the public hearing at 8:33pm.

City Engineer, Matthew Johnson, explained the property is partly on ETJ and in the city. Mr. Johnson states the property owner is dedicating 30 feet of right-of-way. Mr. Johnson explained that the right-of-way will be constructed to 80 feet within lot 2. According to the ordinances, the property owner will have adequate street frontage. Commissioner Janet Davis asked questions regarding the name of the street on the plat. Mr. Johnson stated that we will investigate and make changes if needed.

Chairman Glennie Hefner closed the public hearing at 8:40P.M.

- viii. **Consideration and possible action regarding SD 221101** – a preliminary plat of Barba Estates including 2 lots on 1 block. A subdivision of Abstract 15 I R Lewis Survey Tract 15-2. Located at 3217 Tower Road, Santa Fe, Texas.

Chairman Glennie Hefner motioned to approve a preliminary plat of Barba Estates, including 2 lots on 1 block. Commissioner Shannon Wofford seconded. The motion was unanimously approved as presented.

ix. **Consideration and possible action regarding the Planning and Zoning Commission meeting dates for 2023.**

1. January 3, 2023
2. February 7, 2023
3. March 7, 2023
4. April 4, 2023
5. May 2, 2023
6. June 6, 2023
7. July 11, 2023
8. August 1, 2023
9. September 5, 2023
10. October 3, 2023
11. November 7, 2023
12. December 5, 2023

Commissioner Andrew Mills motioned to adopt the planning and zoning meeting dates for 2023, except for July 4th being moved to July 11th. Commissioner Ronnie Willoughby seconded the motion. The motion was approved unanimously.

IX. REPORTS

- a. No minor plats have been approved.

X. DISCUSSIONS

- a. No items for additional discussion.

XI. ADJOURN

Chairman Glennie Hefner adjourned meeting at 8:46 p.m.



Chairman of the Commission

ATTEST:



Secretary of the Commission