

Planning & Zoning Commission
March 9th, 2016 Minutes
City Council Chambers

The regular meeting of the Planning and Zoning Commission was called to order at 6:00 p.m. by Chairman Kent Wilson.

Upon roll call, the following were present:

Chairman K. Wilson
Vice-Chairperson K. Mackenzie-Chavez
Commissioner J. Dooley
Commissioner F. Pawlowski
Commissioner F. Kozeliski
Commissioner L. Miller

Upon roll call, the following were absent:

Commissioner M. Long

Presented to the Chairman and Commissioners for their approval were the minutes of the January 13th, 2016 regular meeting. Commissioner Pawlowski motioned for approval of minutes as presented. Seconded by Commissioner Dooley, A.V.A. Motion Carried.

Chairman Wilson administered the oath required by state law for public forum.

ITEM ONE: CASE# 16-00600001: Request by Joseph Anthony and Christine Mary DiGregorio Trust, property owner, for the Rezoning of approximately 12.7509 acres **From** Mobile Home Park Residential (MH-2) Zoning District **To** Multiple-family Residential – Mixed Use (RM-4) Zoning District. Said property is located on the northeast corner of Basilio Drive and Clay Avenue; more particularly described as Lot 3, Oliva Subdivision.

CB Strain informed the Commission that the DiGregorio family donated a piece of land to the City to be used for a City Park. Currently our City Code does not allow for a neighborhood park in the Mobile Home Park Residential (MH-2) Zoning District. For this reason, the property owner is requesting a change in the zoning district from MH-2 to RM-4 Multiple-family Residential – Mixed Use (RM-4) Zoning District.

An additional reason for the zone change request is possible future development by the property owner. CB used the GIS Map on the overhead screen to point out the RM-4 Zoning District that exists to the northwest of this parcel. The requested zoning designation is consistent with the existing zoning and development; but the rezoning of this parcel will allow for development of the neighborhood park and future multi-family housing development – which the City has a great need for.

Chairman Wilson asked what the zoning designation is for the property located to the north of the parcel. CB noted that it is Single Family Residential (RS-2) and added that it is the location of the school.

Commissioner Kozeliski inquired about the land to the east of the parcel. CB replied that is the location of the hogbacks.

Motion was made by Commissioner Kozeliski for approval of this item as presented by staff. Seconded by Commissioner Pawlowski. A.V.A., Motion Carried.

ITEM TWO: CASE# 16-00100001: Request by VJ Holdings, LLC, property owner, for the Annexation of a Portion of Tract 5, North of Aztec Avenue, Boardman Land Development Company containing approximately 3.077 acres. Said property is located at 2800 East Historic Highway 66.

CB provided a little history on this particular piece of property. Recently developers approached the City with a subdivision request for this parcel. Upon researching the parcel, it was discovered that this particular parcel was never annexed into the City. Everything around it was annexed – the original Boardman Land Development Company Division was annexed a little bit at a time. So the lots surrounding this property eventually all came into the City. This lot is actually a county island at this point. In order to allow for development of this property, we need to number one have it within the City in order to access City utilities etc. Secondly, currently we have no jurisdiction concerning issuing permits, approving subdivisions, etc.

With this action tonight, we are simply cleaning up an unincorporated island. This will allow for the proposed development. CB used the GIS map to describe the location of the tract and how the surrounding properties were previously subdivided. This annexation will be called the Boardman Land Development Company Annexation Unit 2, because there is actually a Boardman Land Development Company Annexation already existing. This will be part two of that annexation. The southern portion of Tract 5 of the Boardman Land Development Company had been annexed previously –this annexation will be the northern portion of Tract 5, north of Aztec Avenue.

CB also informed the Commission that a few other un-annexed parcels were discovered when staff researched this parcel. Staff will be bringing additional parcels before the Commission for annexation. Years ago, probably in the 1980's or early 90's, the City did a mass annexation for similar county islands. For some reason, this parcel and a few others were overlooked.

Commission Mackenzie-Chavez asked what the existing business is at that location. CB replied that the structure she sees in the GIS map was a trailer. In the past the trailer was used for an office.

Commissioner Pawlowski asked how a business got to be on the parcel previously. CB replied that it may have been assumed over the years that this parcel had already been annexed and was part of the City. Until in depth research is conducted, it may not be discovered that a parcel has never been incorporated into the City.

Commission Dooley asked if there is a proposed business or development that has brought this parcel to staff's attention. CB replied that when a developer approached the City initially, they wanted to subdivide the lot. That request is what triggered our research. Commissioner Dooley asked what the zoning of this development will be. CB replied that this parcel, as those surrounding it are zoned Heavy Commercial (C3-B). The annexation plat will have the C3-B Zoning Designation for this tract of land.

Commissioner Kozeliski noted that we do not have the printed name of the property owner on the application, only the handwritten signature which is very difficult to read. He added that in the future if someone was to look at this application, they will not be able to read the applicants' name. CB reminded the Commission that the name of the current property owners will be listed on the Annexation Plat. Commissioner Kozeliski would like to have the printed name on the application. CB advised that staff can make that correction.

Commissioner Dooley asked who has jurisdiction as to ingress and egress onto the lot from Highway 66. CB replied that the State has ultimate jurisdiction over any access cuts on Highway 66 and he believes the developers have already contacted the State and have received approval for a shared drive at this location. CB added that once the annexation goes through, the next step will be to have a subdivision application submitted. The developer hopes to subdivide the lot into two lots and the lots will have a shared drive. This will hold true for access from Aztec Avenue as well - Aztec Avenue will hold a shared drive.

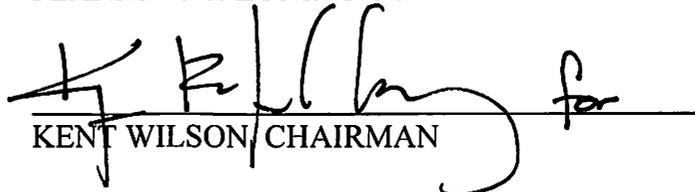
CB did ask that the owners verify how the names of the property owners should be listed on the annexation plat at the end of tonight's meeting.

Motion was made by Commissioner Mackenzie-Chavez for a positive recommendation of the Annexation Plat as presented by staff. Seconded by Commissioner Kozeliski. A.V.A., Motion Carried.

There was a brief discussion on **Items Three and Four**.

Commission Adjourned at 6:22 p.m

PLANNING & ZONING COMMISSION


KENT WILSON/CHAIRMAN

ATTEST:


CLYDE (C.B.) STRAIN
SECRETARY TO PLANNING & ZONING