

STATE OF TEXAS  
COUNTY OF BURNET  
CITY OF MARBLE FALLS

On this 2<sup>nd</sup> day of February, 2017 the Planning and Zoning Commission convened at the regular meeting place having been posted as prescribed by law, with the following members present in accordance to-wit:

**MEMBERS PRESENT:**

Fred Zagst	Vice-Chairman
Dee Haddock	Commissioner
Darlene Oostermeyer	Commissioner
Jason Coleman	Commissioner
Greg Mills	Commissioner

**MEMBERS ABSENT:**

Steve Reitz	Chairman
Thomas Barr	Commissioner

**STAFF PRESENT:**

Caleb Kraenzel	Assistant City Manager
Elizabeth Yeh	City Planner
Mike Ingalsbe	Building Official
Christina McDonald	City Secretary
Jhermaine McVea	Associate Planner
Scarlet Contreras	Commission Secretary

**VISITORS**

Bill Bray	Estes-Bray LLC
Noelle Bray	Estes-Bray LLC
Scott Strait	First Capital Bank
Tom Martin	Citizen
Sara Bray	Estes-Bray LLC

**1. CALL TO ORDER AND ANNOUNCE PRESENCE OF QUORUM:** Vice-Chairman Zagst called the meeting to order at 6:00pm and declared a quorum of the Commission is present to conduct the meeting.

**2. Citizens/Visitors comments to be heard for items not on the agenda:** This is an opportunity for citizens to address the Planning and Zoning Commission concerning an issue of community interest that is not on the agenda. Comments on a specific agenda item must be made when the agenda item comes before the Commission. The Chair may place a time limit on all comments. Any deliberation of an issue raised during Citizen Comments is limited to a proposal to place it on the agenda for a later meeting. There were no person(s) with any public comment(s).

**3. REGULAR AGENDA:** The Commission will individually consider and possibly take action on any or all of the following items:

**A. Discussion and Action:** Administration of oaths for reappointed Commissioners and election of Commission Chairperson and Vice-Chairperson for the 2017 calendar year. Christina McDonald, City Secretary, administered oaths for reappointment to Commissioner Mills, Commissioner Haddock and Vice-Chairman Zagst. Commissioner Oostermeyer made a motion to continue Steve Reitz as Chairman and Fred Zagst as Vice-Chairman. Commissioner Haddock seconded the motion. The motion was approved by a vote of 5 - 0.

**B. Approval of Minutes:** Minutes from the regular meeting on January 5, 2017. (*Scarlet Contreras, Commission Secretary*) Commissioner Oostermeyer made a motion to approve the minutes as presented. Commissioner Haddock seconded the motion. The motion was approved by a vote of 5 – 0.

**C. Public Hearing, Discussion, and Recommendation:** Regarding a rezoning request from Agriculture District (AG) to General Commercial Base District (C-3) with Concept Plan approval for 2.00 acres out of the R.D. Moore Survey No. 603 Abstract No. 614 and W.O. Burnham Survey No. 530. Abstract No. 142, City of Marble Falls, Burnet County, Texas. Case 2016-39-Z. (*Dark Chocolate Hotels, LLC, applicant, and*

Paek & Tuk Sony Han, owners) Elizabeth Yeh, City Planner, addressed the Commission. Commissioner Oostermeyer made a motion to continue Case 2016-39-Z to the March Planning & Zoning Commission meeting. Commissioner Haddock seconded the motion. The motion was approved by a vote of 5 – 0.

D. **Public Hearing, Discussion, and Recommendation:** Regarding a variance to Section 735. Site Development Regulations, C-3 General Commercial Base District, General Regulations, Appendix B Land Use Regulations, City of Marble Falls Code of Ordinances, to allow for placement/encroachment of an ATM structure within the 15-foot street side yard setback of Lot 9A, Northwood Terrance Section "B" Subdivision, City of Marble Falls, Burnet County, Texas, municipally addressed as 1400 FM 1431. Case 2017-2-V. (Estes-Bray LLC, applicant, and Brewer Family Properties LLC, owner) Elizabeth Yeh, City Planner addressed the Commission. Bill Bray addressed the Commission regarding the request for a variance based on the location and no other options for a walk-up ATM location. The Commission discussed their concerns on the location of the ATM specific to safety in regards to pedestrians and traffic. Commissioner Oostermeyer made a motion to deny the variance request. Commissioner Haddock seconded the motion. The motion was approved by a vote of 5 – 0.

E. **Presentation and Discussion:** Previous Planning and Zoning Commission items, City Council Disposition and update regarding future planning projects. (Commission)

1. Capital Improvement Plan (CIP) Committee Composition

City Planner Elizabeth Yeh addressed the Commission.

F. **Presentation and Discussion:** Monthly Building Permit Summary; Construction Update, and 2016 Annual Permit Report (City Staff). Caleb Kraenzel, Assistant City Manager addressed the Commission.

4. **ADJOURNMENT:** There being no further items to discuss, Commissioner Oostermeyer made a motion to adjourn the meeting. Commissioner Haddock seconded the motion. The motion was approved by a vote of 5– 0. The meeting was adjourned at 6:38 pm.

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Steve Reitz - Chairman to the Commission

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Scarlet Contreras - Commission Secretary