

**Meeting Minutes  
Providence Village  
Planning & Zoning Commission**

**Providence Village Town Hall  
1745 F.M. 2931  
Providence Village, Texas 76227**

**Tuesday, September 15, 2015  
6:30 p.m.**

**1. Call to Order, Roll Call and Announce a Quorum Present**

John Gaug called the meeting to order at 6:33 p.m. All members were present, being a full quorum present.

**2. Pledge of Allegiance**

**3. Consider, discuss and act upon approval of minutes from August 18, 2015 Planning & Zoning Commission meeting.**

Chris Blue motioned to approve the minutes from the August 18, 2015 meeting; Dena Vandenberg seconded. Motion carried: 5 in favor, 0 opposed.

**4. Consider, discuss and act upon recommended amendments to Zoning Ordinance.**

Mike Carroll gave a summary of changes to be made and how the Home Rule Charter enactment affected the Zoning and Subdivision Ordinance. Anywhere in the Zoning and Subdivision ordinance where it indicates the Council would approve, we will need to amend it to reference review from the Planning & Zoning Commission. He explained the time requirements imposed by the State, including the 10 days for the Town Secretary to accept an application. On the 11<sup>th</sup> day the Council must act upon the application within 30 days or the application is automatically approved.

Mike Carroll explained that the Town Secretary and he would take responsibility for modifying the Zoning and Subdivision ordinances to include the Planning and Zoning Commission and will submit a redlined copy of the revisions to the Commission for review and approval.

Mike Carroll asked if there were any particular issues relating to the Zoning or Subdivision ordinance that any of the Commission members wished to discuss. John Gaug stated that he wanted to discuss the site triangle on intersections. Mike noted that this also covered site triangles on alleys.

There was extensive discussion regarding the site triangle recommendations and options. David Culp asked Mike Carroll what he would recommend. Mike stated that he has measured it and believed that most of the alleys are set at 18 inches.

John Gaug asked about the ability to have the HOA require perforated fences for properties on corners to allow for more visibility. There was extensive discussion regarding the separation of the HOA and the Town and how the Town does not concern itself with what the HOA requires.

Mike Carroll asked the Commission to address the setbacks due to the new addition about to come into the Town. Mike recommended the 5 foot setback on the sides. Front and rear setbacks are 10 foot standard.

**5. Consider and act upon topics to be scheduled for a future Planning & Zoning Commission meeting.**

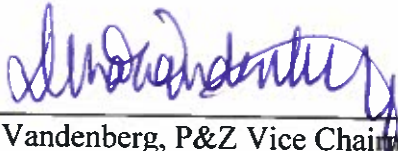
*The Planning & Zoning Commission is not permitted to take action on or engage in any discussion regarding an item not listed on the agenda. However, this agenda item provides an opportunity for any member of the Planning & Zoning Commission to propose that a topic be scheduled for a future meeting. Upon an item being proposed for discussion, the Planning & Zoning Commission will vote to determine its collective desire to schedule the item for discussion and/or action at a future meeting. A majority vote of the Planning & Zoning Commission is required to schedule an item for discussion and/or action at a future meeting.*

Chris Blue motioned to add Staff Reports to agenda; Dena Vandenberg seconded. Motion carried: 5 in favor, 0 opposed.

**6. Adjourn.**

Don Kiker motioned to adjourn; David Culp seconded. Motion carried: 5 in favor, 0 opposed.

Meeting adjourned at 7:30 p.m.



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Dena Vandenberg, P&Z Vice Chairman



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Chris Blue, P&Z Secretary



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Connie S. Hansen, TRMC  
Town Secretary



10/6/15  
Date Minutes Approved