



Meeting Minutes

Planning & Zoning Commission

Tuesday, January 12, 2021

5:30 PM

Council Chambers

Public and Virtual

1. Call To Order

The City of Seguin Planning and Zoning Commission met in a Regular Meeting on January 12, 2021 at 5:30 p.m. at the City Council Chambers, 210 E. Gonzales Street, Seguin, Texas. Chair Gettig presiding over the meeting.

2. Roll Call

Present: 8 - Chairperson Dave Gettig, BJ Jeffers, Jim Lievens, Troy DePalermo, Jeremy Garza, Stephen Bregande, Bryan Spahn, and Kelly Schievelbein

Absent: 1 - Korey Kirchner

3. Approval of Minutes

[21-011](#)

Approval of the Planning and Zoning Commission Meeting Minutes of the December 8, 2020 meeting.

Indexes:

A motion was made by Commissioner Garza, seconded by Commissioner Jeffers, that the Minutes of the December 8,2020 meeting be approved. The motion carried by the following vote:

Aye 8 - Chairperson Gettig, Jeffers, Lievens, DePalermo, Garza, Bregande, Spahn, andSchievelbein

4. Consent Agenda

a. [PC 111020-01](#)

Possible Action on a request for a Final Plat for the Jefferson Place Unit 4 Subdivision, Property ID 51423 (PC111020-01)

Indexes:

This Action Item was approved

b. [PC 111020 02](#)

Possible Action on a request for a Final Plat for the Jefferson Place Unit 5 Subdivision, Property ID 51540 (PC 111020-02)

Indexes:

This Action Item was approved

c. [PC 111020_03](#)

Possible Action on a request for a Final Plat for the Cordova Crossing Unit 2 Subdivision, Property ID 55533, 55534, 55542 (PC 111020-03)

Indexes:

A motion was made by Commissioner Lievens, seconded by Commissioner Spahn, that the Consent Agenda be approved. The motion carried by the following vote:

Aye 8 - Chairperson Gettig, Jeffers, Lievens, DePalermo, Garza, Bregande, Spahn, and Schievelbein

5. **Public Hearings & Action Items**

a. [SUP 09-20](#)

Public Hearing and Possible Action on a request for a Specific Use Permit to allow a contractor's yard on a Commercial zoned property located at 1010 E. Kingsbury St., Property ID 22455 (SUP 09-20)

Indexes:

Ismael Segovia presented the staff report. He explained that the property owner is proposing to use the subject property for a contractor's yard to store both company vehicles, equipment, and material on a commercially zoned property which requires a Specific Use Permit. The property is located on East Kingsbury St. which serves as a major commercial corridor for Seguin. There is an existing building which the owners have been remodeling to open a business office here in Seguin. The property is a double frontage lot fronting both East Kingsbury St. (TXDot right-of-way) and East Pine St. to the east of the property. The property is split into two zoning districts. The portion fronting East Kingsbury St. that is approximately 240 feet in depth is zoned commercial. The remaining portion, approximately 100 feet in depth, is zoned R-1 for single-family residential. As per the applicant's proposal, the contractor's yard will be placed wholly within the commercial area.

The property is found within the Central Township. The primary purpose of this district is to enhance the quality of residential areas, commercial land uses are subject to review.

Mr. Segovia stated that the proposed use of as a contractor's yard is compatible with the commercial land uses along East Kingsbury. In order to mitigate negative impacts and preserve compatibility with the residential properties, staff recommends approval of the Specific Use Permit for the placement of the contractor's yard with the following conditions: Specific Use Permit only applicable to area of land zoned for commercial uses; Non-transparent screening be used around contractor's yard to screen items contained within the yard from the view of East Kingsbury St and Peach St.; Non-transparent screening to be used between the subject property and the residential properties to the north; Increase in impervious cover, from what is existing, within the contractor's yard will require a review by City Engineering to determine drainage requirements.

Mr. Segovia added that one letter in support was received.

The Commission briefly discussed the request.

The regular meeting recessed, and a public hearing was held. There being no responses from the public the regular meeting reconvened for action.

A motion was made by Commissioner Spahn, seconded by Commissioner Garza, that SUP -9-20 be approved with conditions provided by staff The motion carried by the following vote:

Aye 8 - Chairperson Gettig, Jeffers, Lievens, DePalermo, Garza, Bregande, Spahn, and Schievelbein

b. [21-008](#)

Public Hearing and Possible Action on amendments to the UDC, Section 3.4.3, Land Use Matrix- Overnight Accommodations, RV Park.

Indexes:

Pamela Centeno, Director of Planning & Codes presented the amendments. She explained that staff is seeking to amend the Land Use Matrix of the Unified Development Code to allow a RV Park in a Manufactured (M-R) zoning district with a Specific Use Permit. She explained that the City was approached by a property owner who would like to allow RVs in a grandfathered Manufactured Home Park in a M-R zone. She stated that an RV Park is currently only allowed in a Commercial zoning district with an approved Specific Use Permit. Ms. Centeno stated that an RV is not considered a home. However, and RV has multiple uses and can be used as a dwelling as well as a recreational vehicle. She explained the allowable uses in the M-R zoning district. She explained that applicants would be required to seek approval of a Specific Use Permit and provide a site plan to show the layout and details of the RV Park. The Specific Use Permit will also require a public hearing and notification of property owners within 200 ft. of the proposed RV Park to allow adjacent property owners the opportunity to voice any concerns. Staff recommended that the Land Use Matrix be amended to allow a RV Park in the M-R district with an approved Specific Use Permit.

The Commission briefly discussed possible concerns with adjacent property owners. Pamela Centeno advised the Commission that the Specific Use Permit would allow the Commission to approve a Specific Use Permit with conditions to address any concerns.

The regular meeting recessed, and a public hearing was held. There being no responses from the public the regular meeting reconvened for action.

A motion was made by Chairperson Gettig, seconded by Commissioner Spahn that the Amendments to Section 3.4.3, Land Use Matrix be recommended for approval. The motion carried by the following vote:

Aye 8 - Chairperson Gettig, Jeffers, Lievens, DePalermo, Garza, Bregande, Spahn, and Schievelbein

c. [21-009](#)

Public Hearing and Possible Action on amendments to the UDC, Section 3.6.2, Lot Dimensional and Development Standards, Minimum Lot Areas for the Duplex-2 (DP-2) Zoning District.

Indexes:

Pamela Centeno, Director of Planning & Codes presented the proposed amendments. She explained that staff is seeking to amend the lot dimensional and development standards for the Duplex-2 (DP-2) zoning district. She explained that staff identified that single-family residential zoning districts' (R-1, R-2, ZL, and M-R) minimum lot sizes are based on calculating the minimum lot dimensions. The Duplex-1 (DP-1) zoning district also follows the same dimension calculation. The minimum lot size for DP-2 does not follow the same calculation; and requires the lots to be larger than the minimum dimensions.

Staff proposed to change the requirements to result in a reduction in variances sought for lot sizes on DP-2 zoned properties and provide consistency with the single-family and DP-1 zoning districts.

Staff recommended that the minimum lot size for internal DP-2 lot change from 6,200 sq ft. to 5,400 sq ft. For a corner DP-2 lot, the minimum lot size would change from 8,000 sq ft to 6,750 sq ft.

The regular meeting recessed, and a public hearing was held. There being no responses from the public the regular meeting reconvened for action.

A motion was made by Commissioner Garza, seconded by Commissioner Lievens, that the Amendments to Section 3.6.2 Lot Dimensional and Development Standards Minimum Lot Area for Duplexes Zoning District be recommended for approval.. The motion carried by the following vote:

Nay 1 - DePalermo

Aye 7 - Chairperson Gettig, Jeffers, Lievens, Garza, Bregande, Spahn, and Schievelbein

d. [21-010](#)

Public Hearing and Possible Action on amendments to the UDC, Section 2.9, Subdivision Development, creating a new process for an Approval with Conditions for Final Plats.

Indexes:

Pamela Centeno, Director of Planning and Codes presented the proposed amendments. She explained that staff is proposing to amend the UDC to create a new process for conditional approval of Final Plats. She stated that final plats are approved or disapproved based on whether or not they meet all applicable requirements. Staff finds that the process often creates a significant delay for developers/builders/property owners as they process through the platting process. Since the Planning Commission only meets once a month, staff is proposing to create a third option for Final Plats-conditional approval. Ms. Centeno explained that in many instances the plat deficiencies identified by staff are minor and easily corrected and do not require modifications of the subdivision layout. Minor deficiencies include plat notes, missing measurements, mislabeled open space lots, easement locations, and signature blocks. Conditional approval will eliminate a delay and expedite the platting process for minor deficiencies that can easily be corrected and reviewed by staff without additional review of the Commission.

Staff recommended that the UDC be amended to create a new process to allow conditional approval for Final Plats.

The regular meeting recessed, and a public hearing was held. There being no responses from the public the regular meeting reconvened for action.

A motion was made by Commissioner Spahn, seconded by Commissioner Lievens, that the Amendments to Section 2.9 Subdivision Development, New process to allow Conditional Approval of Final Plats be recommended for approval.. The motion carried by the following vote:

Aye 8 - Chairperson Gettig, Jeffers, Lievens, DePalermo, Garza, Bregande, Spahn, andSchievelbein

6. Action Items

a. [PC 121520-01](#)

Possible Action on a request for a Final Plat for the B&B Road Tract Subd., Unit 1 Subdivision, Property ID 108403, 51520 (PC 121520-01)

Indexes:

Ismael Segovia, Assistant Director presented the report for B&B Tract, Unit 1.

Dave Cupit, Cude Engineers was present via zoom and stated he was available to answer questions.

A motion was made by Commissioner Lievens, seconded by commissioner Garza, that PC 121520-01, B&B Road Tract to disapprove the plat. The motion carried by a unanimous vote

Aye 8 - Chairperson Gettig, Jeffers, Lievens, DePalermo, Garza, Bregande, Spahn, andSchievelbein

b. [PC 121520-02](#)

Possible Action on a request for a Final Plat for the Navarro Oaks Unit 2 Subdivision, Property ID 52561 (PC 121520-02)

Indexes:

Ismael Segovia, Assistant Director presented the report for B&B Tract, Unit 1.

Dave Cupit, Cude Engineers was present via zoom and stated he was available to answer questions.

A motion was made by Commissioner Garza, seconded by Commissioner DePalermo, that PC 121520-02, Navarro Oaks Subdivision, Unit 2 to disapprove the plat. The motion carried by a unanimous vote

Aye 8 - Chairperson Gettig, Jeffers, Lievens, DePalermo, Garza, Bregande, Spahn, andSchievelbein

7. Adjournment

There being no further discussion before the Planning and Zoning Commission, the meeting was adjourned at 6:12 p.m.

Dave Gettig, Chair
Planning & Zoning Commission

Francis Serna
Recording Secretary