

On this the 25<sup>th</sup> day of February, 2019, the Planning and Zoning Commission of the City of Corinth, Texas, met in a Regular Session at Corinth City Hall, located at 3300 Corinth Parkway, Corinth, Texas. The meeting date, time, place and purpose as required by Title 5, Subtitle A, Chapter 551, Subchapter C, Section 551.041, Government Code, with the following members, to wit:

**I. CALL TO ORDER, ROLL CALL AND ANNOUNCE A QUORUM PRESENT:**

**Meeting Called to Order by Brian Rush at 7:00PM**

**Roll Call was Held at 7:00PM**

**Members Present**

Brian Rush  
Bruce Hanson  
Wade May  
Lindsey Baker  
Robert Pace  
William Davis

**Members Absent**

**QUORUM PRESENT**

**Brian Rush** made note that William Davis, being second alternate, will not be able to vote in the meeting because four Commissioners and the first alternate are present.

**II. PLEDGE OF ALLEGIANCE:**

**Pledge of Allegiance was Recited 7:02PM**

**III. CONSENT AGENDA:**

- A. Consider and act upon approval of minutes from the Planning and Zoning Commission Meeting on February 25, 2019.

**Motion Made** by Bruce Hanson to approve the minutes as presented

**Seconded** by Wade May

**5-0 All in favor:**

Ayes: Brian Rush, Bruce Hanson, Wade May, Lindsey Baker, Robert Pace  
Nays: None  
Not Voting: William Davis  
Absent: None

**MOTION TO APPROVE PASSES**

**IV. DIRECTOR'S REPORT:**

- A. Report on City Council meeting items from the preceding City Council meetings.

**Helen-Eve Liebman, Planning and Development Director**, presented the Director's Report. She informed the Commission that the Millennium PD update was approved by City Council but amended to require that two building permits be issued prior to the issuance of a Certificate of Occupancy. She stated that City Council approved revisions to the landscaping standards and balloon sign standards unanimously. The City has adopted the 2018 International Building Code and the City is working with the other Lake Cities to get all of these cities on the same codes. She discussed Focus North Texas, stating that it was a positive experience and that Commissioners Baker and May attended. She notified the Commission that the Board and Commission meeting to be on April 25th. Moved from last fall. She discussed the Community Service Day opportunity scheduled for May 18th.

V. **AGENDA:**

A. The Planning & Zoning Commission will conduct a public hearing regarding an amendment to the City's Unified Development Code, Section 4: Sign and Fence/Screening Regulations, Subsection 4.02: Fence and Screening Regulations.

1. Staff Presentation

**Ben Rodriguez, Planning Manager**, presented the item. This item is carried over from last month. The previously proposed amendments were changed following Commission input and now require that the maintenance of a wall be considered an HOA responsibility if an HOA is present or that the maintenance of a wall be made the responsibility individual homeowners if an HOA is not present. This leaves developers with a choice regarding the creation of an HOA. The other elements of proposal have not changed. A visibility triangle for rear entry garages is included. Removal of chainlink from allowed material for industrial uses is included. Staff recommends approval as presented.

2. Public Hearing (Open and Close)

**Public Hearing Opened and Closed at 7:12PM. No public comments received.**

3. Response by Staff

N/A

4. Take Action

**Motion Made** by Robert Pace to recommend approval as presented

**Seconded** by Lindsey Baker

**Bruce Hanson** stated that he is happy with the revisions regarding HOA language but not in support with removing chain link from industrial areas.

**Motion Made** by Bruce Hanson to amend the motion to strike the removal of chain link fence from industrial zones

**Seconded** by Robert Pace

**Wade May** stated that he agrees with Commissioner Hanson that chainlink is more affordable for temporary industrial use but does not support allowing it permanently.

**Lindsey Baker** stated that she is in support of removing chain link as an allowable material for the sake of beautification and the quality of development.

**Bruce Hanson** asked for clarification on available alternatives to chain link.

**Ben Rodriguez** stated that tubular steel is an alternative to chain link.

**Bruce Hanson** stated that industrial properties tend to be large and difficult to get over or through.

**4-1 in favor:**

Ayes: Brian Rush, Bruce Hanson, Wade May, Robert Pace

Nays: Lindsey Baker

Not Voting: William Davis

Absent: None

**MOTION TO AMEND THE MOTION PASSES**

**5-0 All in favor:**

Ayes: Brian Rush, Bruce Hanson, Wade May, Lindsey Baker, Robert Pace  
Nays: None  
Not Voting: William Davis  
Absent: None

**MOTION TO RECOMMEND APPROVAL AS AMENDED PASSES**

B. The Planning & Zoning Commission will conduct a public hearing regarding an amendment to the City’s Unified Development Code, Section 2: Zoning, Subsection 2.08: Zoning Dimensional Regulations, 2.08.04 Zoning Dimensional Regulations Chart.

- 1. Staff Presentation

**Ben Rodriguez** stated that staff recommends continuing this item to the March 25, 2019 Planning and Zoning Commission Meeting

- 2. Public Hearing (Open and Close)

**Public Hearing Opened and Closed at 7:20PM. No public comments received.**

- 3. Response by Staff

N/A

- 4. Take Action

**Motion Made** by Bruce Hanson to continue the public hearing to March 25, 2019

**Seconded** by Wade May

**5-0 All in favor:**

Ayes: Brian Rush, Bruce Hanson, Wade May, Lindsey Baker, Robert Pace  
Nays: None  
Not Voting: William Davis  
Absent: None

**MOTION TO CONTINUE THE PUBLIC HEARING TO MARCH 25, 2019 PASSES**

C. The Planning & Zoning Commission will conduct a public hearing regarding an amendment to the City’s Unified Development Code, Section 2: Zoning, Subsection 2.07: Zoning Use Regulations, 2.07.07 Accessory Buildings and Uses.

- 1. Staff Presentation

**Ben Rodriguez** presented the item. The proposed amendment reduces sideyard setbacks for accessory buildings from seven and one half feet to five feet. This is a common request resulting in many denied permits due to the setbacks crowding the property. Some subdivisions have an offset because the house is only at five feet as a result of either a planned development or the year it was built. Buildings that are less than one hundred square feet are proposed to have 0ft setback and those greater than one hundred square feet will have a five foot setback. Staff recommends approval as presented.

**Brian Rush** asked the average height of the 100sqft buildings that would be exempt.

**Ben Rodriguez** stated that it would be about six feet and clarified that anything taller would likely require a building permit.

**Lindsey Baker** asked if there are any fire safety issues with the proposal.

**Ben Rodriguez** stated that there is no fire safety issue because these structures are not habitable and stated that other cities have adopted this approach previously.

2. Public Hearing (Open and Close)

**Public Hearing Opened and Closed at 7:26PM. No public comments received.**

3. Response by Staff

N/A

4. Take Action

**Motion Made** by Bruce Hanson to approve as presented

**Seconded** by Wade May

**5-0 All in favor:**

Ayes: Brian Rush, Bruce Hanson, Wade May, Lindsey Baker, Robert Pace  
Nays: None  
Not Voting: William Davis  
Absent: None

#### **MOTION TO RECOMMEND APPROVAL PASSES**

- D. The Planning & Zoning Commission will conduct a public hearing regarding an amendment to the City's Unified Development Code, Section 2: Zoning, Subsection 2.10: Zoning Procedures, 2.10.04 Zoning Text and Map Amendments and 2.10.05 Public Hearings and Notification Requirements for Zoning Related Applications.

1. Staff Presentation

**Helen-Eve Liebman** presented the item. City Council had inquired last fall about notice procedures. UTA grad students conducted a study for the city consisting of comparisons of many cities within the metroplex region and throughout country. The results were presented in December. Based on the study's recommendation, staff propose moving all posting, mailing and publishing periods to 15 days. increasing the size of signs to 4ft by 4ft and requiring one sign per 1000 ft of street frontage. Staff propose requiring signs to come down within 10 days after the hearing. In addition, the posint area has been updated to include language encouraging the applicant to conduct a neighborhood meeting prior to the public hearing. Section have been renumbered to reflect changes. Staff will also work using social media, the city website and a mobile app to distribute public notices.

**Brian Rush** asked if 10 days seemed too long and who is taking the notices down and providing the signs

**Helen-Eve** responed that the applicant is taking the notices down and providing the signs whereas staff do currently.

**Bruce Hanson** asked what will keep future signs uniform.

**Helen-Eve Liebman** stated that the sign image will be provided in the ordinance.

2. Public Hearing (Open and Close)

**Public Hearing Opened and Closed at 7:36PM. No public comments received.**

- 3. Response by Staff
  - 4. Take Action
- N/A

**Motion Made** by Lindsey Baker to recommend approval as presented

**Seconded** by Robert Pace

**5-0 All in favor:**

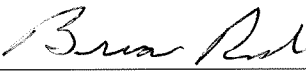
Ayes: Brian Rush, Bruce Hanson, Wade May, Lindsey Baker, Robert Pace  
Nays: None  
Not Voting: William Davis  
Absent: None

**MOTION TO RECOMMEND APPROVAL PASSES**

**VI. ADJOURNMENT:**

**Meeting Adjourned by Brian Rush at 7:40PM**

**MINUTES APPROVED THIS 25<sup>th</sup> DAY OF March, 2018.**

  
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Brian Rush, Planning and Zoning Commission Chairman

  
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Patrick Hubbard, Development Coordinator