



Zoning & Planning Commission
Municipal Building 3800 University Blvd

Meeting Minutes

August 11, 2016

MEMBERS PRESENT: Richard Wilson, John Cutrer, Mac Jensen, Michael McEnany, David Kuykendall and Mimi Tsai

MEMBERS ABSENT: Bob Higley

STAFF PRESENT: Debbie Scarcella, City Planner; Zach Petrov, Legal Counsel Representative; and Public Works Administrative Coordinator, Josie M. Hayes

COUNCIL PRESENT: Brennan Reilly

1. **Notices, Rules, Etc.** Richard Wilson, Chairman, called the meeting to order at 6:17 pm. He asked the ZPC members and City Staff to introduce themselves. Richard Wilson asked staff to confirm that appropriate notices were given. Debbie stated notices were posted per state and local laws.
2. **Town Center Provisions Review.** There was continued discussion regarding the Town Center parking ratios and presenting a possible report to City Council regarding amendments to the parking table. There were several different ratios discussed and how those ratios would affect the maximum aggregate square footage that could be built. The higher the minimum parking space requirement, the lower the maximum amount of square footage allowed to be constructed. The goal of the ordinance had been to keep the amount of square footage and parking the same. There was discussion regarding shared parking and what the current ordinance does and does not allow. After a great deal of discussion, the higher parking ratios seemed to be where the majority of the members could find common ground. ZPC asked that Debbie Scarcella draft a preliminary report for the next meeting. The commission will try to reach a conclusion to the issue and take a vote on a recommendation at the next meeting in September when all members are present and able to vote to forward to City Council.
3. **Minutes.** The commission reviewed the minutes of the meeting held on July 14, 2016. Richard Wilson made a motion to approve the meeting minutes as amended. Second by Michael McEnany. **Abstain:** David Kuykendall. **Motion carried.**





The City of West University Place

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Debbie Scarcella stated staff met with the consulting firm Kendig Keast Cooperative, LLC (KKC) to discuss the proposed timeline and schedule for the Comprehensive Plan update and review of the subdivision ordinance. KKC will be working on gathering background information during August and will be ready to move forward into commentary from City Council, the Zoning and Planning Commission and resident panels during the month of September. Staff will coordinate the dates for these meetings and solicit participation from the public during the next few weeks. A webpage will be developed to help track the progress of the project.

[Adjournment]

Richard Wilson made a motion to adjourn. Second by Mac Jensen. **Motion carried.** Meeting adjourned at 7:52 p.m.

PASSED THIS 8th DAY OF September, 2016.

Richard J. Wilson

Richard J. Wilson, Chairman

ATTEST: Josie M. Hayes
Mrs. Josie M. Hayes, Public Works Administrative Coordinator

