



Zoning & Planning Commission

Municipal Building 3800 University Blvd

Meeting Minutes

September 8, 2016

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

STAFF PRESENT: Debbie Scarcella, City Planner; Martye Kendrick, Legal Counsel; 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 6:33 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. **Comprehensive Plan Update.** Gary Mitchell with Kendig Keast Collaborative (KKC), planning consultants, presented an overview and initial kickoff session. There was feedback from ZPC members as to the progress the City has made since the last Comprehensive Plan update in 2000. Items discussed were the lack of progress in certain areas; how West University Place is the same/different than it was in 2000; difficult issues the board has had to deal with and priority issues. KKC showed the difference between an emerging community comprehensive plan and a comprehensive plan for cities similar to West University and explained what a comprehensive plan is supposed to accomplish. Staff stated there would be a brief overview with City Council on September 26th and a series of focus group meetings (with residents) at the end of September-first part of October. A date had not yet been determined. A schedule will be shared as soon as the dates have been confirmed.
3. **Town Center Provisions Review.** ZPC narrowed down the portion of the recently adopted provisions to the minimum required parking ratio in Town Center compared to other commercial areas at the last meeting. There were a couple of ZPC members who did extra research into other city parking regulations and shared the information with other ZPC members. Several different scenarios were discussed whereby the increase in the parking spaces would reduce the amount of buildable square footage. Bob Higley moved to establish 7.5 parking spaces per 1,000 square feet as the minimum parking requirement across the board for the Town Center Commercial District (TCDD). No second. **Motion**





The City of West University Place

A Neighborhood City

failed. Mac Jensen made a motion to require 10 parking spaces per 1,000 square feet for food establishments with dine in seating (indoor and outdoor) and 3.33 spaces for all other uses in the TCDD. Bob Higley second. **AYES:** Mac Jensen and Bob Higley. **NOES:** Richard Wilson, John Cutrer, Michael McEnany, David Kuykendall and Mimi Tsai. **ABSTAIN:** None. **Motion failed.** David Kuykendall made a motion to require 7.5 parking spaces per 1,000 square feet for food establishments with dine in (indoor and outdoor) and 3.3 spaces for all other uses in TCDD. Bob Higley second. **AYES:** David Kuykendall and Bob Higley. **NOES:** Richard Wilson, John Cutrer, Mac Jensen, Michael McEnany and Mimi Tsai. **ABSTAIN:** None. **Motion failed.** Mimi Tsai made a motion to require 7.5 parking spaces per 1,000 square feet for food establishments with dine in (indoor and outdoor) and 2.5 spaces for all other uses in TCDD. Richard Wilson second. **AYES:** Richard Wilson, David Kuykendall, Mimi Tsai and Bob Higley. **NOES:** John Cutrer, Mac Jensen and Michael McEnany. **ABSTAIN:** None. **Motion carried.**

- 4. Miscellaneous Ordinance Amendments.** ZPC requested at the last meeting for staff to bundle together the miscellaneous ordinance amendments that they have been working on in order to forward to City Council. The miscellaneous ordinance amendments were reviewed, amended and ZPC asked staff to bring them back to the meeting next month for possible final review and approval. The amendments deal with building site designations and recording combinations and divisions in the real property records; authorizing staff to approve three curb cuts when a building site is located on a corner; correcting an omission for through lots in a commercial district and clarifying the definition of a school to include learning, tutoring and test preparation centers.
- 5. 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:** Bob Higley. **Motion carried.**

[Adjournment]

Bob Higley made a motion to adjourn. Second by Michael McEnany. **Motion carried.** Meeting adjourned at 8:49 p.m.

PASSED THIS 13th DAY OF October, 2016.

Michael McEnany
Richard J. Wilson, Chairman Michael McEnany, Presiding Officer

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

