

**MINUTES OF A PUBLIC MEETING
OF THE CITY OF BUNKER HILL VILLAGE
PLANNING AND ZONING COMMISSION
ON
THURSDAY, JANUARY 9, 2014 AT 7:30 A.M.**

I. CALL TO ORDER

Chairman Purifoy called the meeting to order at 7:30 a.m.

Present:

William Purifoy, Chairman
Jean Krivan
Catherine Wile

Robert G. Croyle, Vice Chairman
Andrew Newton

Absent:

Eric Herleth

Gerald Teel

Others Present:

Karen Glynn, City Administrator
Steve Smith, Dir of Public Wrks/Bld Official
Councilman Jay Janecek
Jack Christiansen of 11603 Oak Shadows Lane
Penny & Matt Probstfeld & Assoc.

Kelly Johnson, City Secr./Dir of Finance
Loren Smith, City Attorney

II. OATH OF OFFICE

Mr. Loren Smith administered the Oath of Office to William Purifoy, Robert Croyle, Jean Krivan, Andrew Newton, and Catherine Wile.

III. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF THE DECEMBER 4, 2013 MINUTES

Motion was made by Jean Krivan and seconded by Andrew Newton to approve the minutes of December 4, 2013 as submitted. The motion carried 5-0.

IV. DISCUSSION AND POSSIBLE ACTION REGARDING A WRITTEN RECOMMENDATION TO THE CITY COUNCIL FOR THE CURLEE SUBDIVISION AMENDING PLAT

William Purifoy said at the last workshop, the staff brought the commission up to date on what was going on with the Curlee Subdivision Plat. He said Mr. Christiansen was correct with the errors he had found on the plat. Mr. Purifoy said all the errors have been corrected and Mayor and City Council thought that there were enough inconsistencies that an amended plat needed to be submitted for approval. Mr. Purifoy said as a result of this, the city is having an outside surveyor review all future plats for approval.

Mr. Christiansen, at 11603 Oak Shadows Lane, said he still has a couple of issues on the amended plat. He said on the amended plat line 7 in the metes and bounds is incorrect. He said the second issue was regarding drainage. He said he has lived across the street from this property for over 20 years and never has the ditch had standing water. He said

the developer covered the open ditch and now there is standing water. Another concern was a topo map had not been done. Mr. Christiansen also said the EPA requires on properties greater than one acre, a Wildlife Survey be done, which has not been done. His last issue was the amended plat is not consistent with the city's definition of a cul-de-sac.

Loren Smith, City Attorney, said the EPA issue with the State of Texas has been addressed and handled. He said the EPA issue is not part of the plat process. Steve Smith, Dir of Public Wrks/Bldg Official, said that he did contact the State of Texas Wildlife Department and gave the information to both the builder and Mr. Christiansen. He said basically what the State asked was if they would not disturb the nesting area around the birds until the nesting process was complete. It was a voluntary request in which the builder has complied.

Steve Smith commented on the drainage and said as part of every project that is done the city looks at the drainage to see the impact of any runoff. He said the city met with Mr. Christiansen and reviewed what was going on with the drainage. He said when the ditch across from his house was covered it met the city requirements. What happened was when Blalock ditch was re-done the flow line on Blalock did not go as deep as originally thought because of other pipes and flow lines. This caused the pipe at Oak Shadows Lane to be lower than the Blalock ditch causing some standing water. Steve Smith said after a few rains and silting in the pipe the problem should correct itself. He said this problem is common and especially in flat areas like we have along Blalock. One thing Steve Smith pointed out was the pipe that replaced the open culvert was much bigger, meaning the flow line, even being lower is still greater than with the open ditch.

Penny Probstfeld, with Probstfeld & Assoc., said their firm was asked to review the plat. She explained they went back as far as 1926 and traced the property forward. She said the statement on the metes and bounds was correct. She said the amended plat has all the correct information, all the typo's have been corrected. Karen Glynn, City Administrator, said on the previous plat ownership changed during the approval process. The amended plat reflects all the current owners.

Mr. Christiansen referred to a prior incorrect reference on a deed and questioned if that should be corrected. Penny Probstfeld said that reference is on a prior deed and we cannot go back and change that. She said the information on the proposed amended plat is correct.

Bill Purifoy said the Planning and Zoning Commission is not a legislative body, they are a recommending body. He said our job is to recommend to City Council for approval if the plat meets the city ordinances.

Steve Smith commented on the cul-de-sac definition. He said it's not a clear definition and that is something that the Commission is currently looking into changing. However, in the city ordinances there is a clause which states that a street layout shall be devised for the most advantageous development of the entire neighborhood. He said it goes back to what is in the best use and he believes that the proposed plat is the best use.

Motion was made by Bob Croyle and seconded by Jean Krivan to approve the plat. The motion carried 5-0.

V. WORKSHOP TO REVIEW AND DISCUSS A WORKPLAN AND POSSIBLE RECOMMENDATIONS TO THE MAYOR AND CITY COUNCIL FOR AMENDMENTS TO THE CURRENT SUBDIVISION AND ZONING ORDINANCES AND OTHER PROVISIONS OF THE CODE OF ORDINANCES

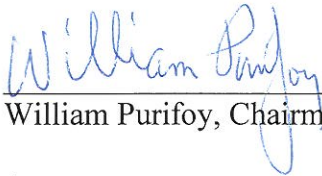
The City Attorney and one of the commissioners had to leave so the item was tabled for a future date.

Motion was made by Jean Krivan and seconded by Catherine Wile to table this item. The motion carried 5-0.

VI. ADJOURN

Chairman Purifoy announced the closing of the Planning and Zoning Meeting at 8:16 a.m.

Approved and accepted on February 6, 2014



William Purifoy, Chairman

Attest:



Kelly Johnson, City Secretary