

**CITY OF ALPINE
PLANNING & ZONING COMMISSION MEETING
MONDAY, JANUARY 23, 2023 - 5:30 P.M.
MINUTES**

1. **Call to Order** –Amit Rangra, Chair of the Planning & Zoning Commission, called the meeting to order at 5:30 P.M. The meeting was held in City Council Chambers located at 803 West Holland Avenue, Alpine, Texas, 79830 and via Zoom video conference.

Commissioners Physically Present:

Amit Rangra, Commissioner Place 1 - Chair
Wendy Little, Commissioner Place 2
Eileen Rouke, Commissioner Place 3
Abbey Branch, Commissioner Place 4
Matthew Walter, Commissioner Place 6

City Staff Present:

Honorable Judge Gilbert E. Valenzuela
Honorable Mayor Catherine Eaves
Geoffrey R. Calderon, City Secretary
Jessica Boorse, Permit Technician

Commissioners Not Present: None.

Commissioners Present via Zoom:

Michael Eason, Commissioner Place 5

2. **Public Comments** – None.

3. **Public Hearings** –

- a) Approve an application for a replat to allow the applicant, Don Cadden, to divide one lot into 2 lots. The property in question is located at 2011 Peach Tree Circle and is legally described as Lot 6 of Block 1 to Alpine West Estates, City of Alpine, Brewster County, Texas. The property ID of the subject property is 35591. The record property owner is Don Cadden. The current zoning of the property is R-4 Mobile Home District. The zoning classification, if the replat is approved, will remain R-4 Mobile Home District.
- b) Approve an application for a replat to allow the applicant, John Scott Turner, to combine lots on the subject property. The property in question is legally described as Lot Thirteen (13), Block A-Six (A-6), Famous Heights Addition, City of Alpine, Brewster County, Texas, as the same appears in records on file in the Office of the County Clerk of Brewster County, Texas. The record property owner is John Scott Turner. The property ID of the subject property is 35528. The current zoning of the property is R-2 Two-Family District. The zoning classification, if the replat is approved, will remain R-2 Two-Family District.
- c) Approve an application for a replat to allow the applicant, Kelly Deprado, to separate lots for sale. The property in question is located at 406 & 408 E. Nations and is legally described as Lots 8 and 9, Block 115, Harmon Addition, to the City of Alpine, Brewster County, Texas, as per a plat on file in envelope #94, Plat Records, out of Survey 42 and 101, Block 9, G.H. & S.A. Ry. Co. Surveys, Brewster County, Texas. The record property owner is Kelly Deprado. The property ID of the subject property is 12323. The current zoning of the property is R-2 Two-Family District. the zoning classification, if the replat is approved, will remain R-2 Two-Family District.

4. **Signing of Statement of Officer by Commissioners.**

5. **Swearing-in of Members of the Planning & Zoning Commission.**

The Honorable Gilbert E. Valenzuela administered the Oath of Office to Commission Members.

6. **Approval of minutes of previous Board Meeting** –

- a) October 24, 2023 Regular Meeting Minutes. (G. Calderon, City Secretary)

On a motion by Commissioner Little and seconded by Commissioner Branch to approve the minutes of October 24, 2022, with the recommended change noting the absence of Commissioner Escovedo from the meeting, the Planning & Zoning Commission unanimously voted to adopt the motion.

7. Discussion –

- a) Discussion between Commissioners and City Staff regarding procedural items, questions, and/or recent Planning & Zoning related items. (G. Calderon, City Secretary)
- b) Discuss Ordinance 2022-10-03 and the official Boards, Commissions, and Committees Handbook. (G. Calderon, City Secretary)
- c) Discuss Resolution 2022-11-02, a City Council resolution tasking the Planning and Zoning Commission with key objectives for Fiscal Year 2022-2023. (G. Calderon, City Secretary)
- d) Discuss the Planning & Zoning Commissioners Handbook and any proposed amendments.
- e) Discuss the 2016 Alpine Vision Plan.

Commissioner Branch requested to table item e.

- f) Discuss the creation of a Historic District and the current Historic Overlay.
- g) Continuation of the discussion on the Coin-Operated Machine ordinance.

Commissioner Rangra requested to table item g.

- h) Discuss the historical documents provided by Commissioner Branch, including:
 - a. Central Business District Map - 1966
 - b. Master Plan Building Condition Survey
 - c. Recommended Zoning Map - 1966
 - d. Alpine Central Business District Code
 - e. City of Alpine 1991 Land Use

(A. Branch, Commissioner)

8. Action Items –

- a) Approve an application for a replat to allow the applicant, Don Cadden, to divide one lot into 2 lots. The property in question is located at 2011 Peach Tree Circle and is legally described as Lot 6 of Block 1 to Alpine West Estates, City of Alpine, Brewster County, Texas. The property ID of the subject property is 35591. The record property owner is Don Cadden. The current zoning of the property is R-4 Mobile Home District. The zoning classification, if the replat is approved, will remain R-4 Mobile Home District. (G. Calderon, City Secretary)

On a motion by Commissioner Rouke and seconded by Commissioner Walter to approve the replat, the Planning & Zoning Commission unanimously voted to adopt the motion.

- b) Approve an application for a replat to allow the applicant, John Scott Turner, to combine lots on the subject property. The property in question is legally described as Lot Thirteen (13), Block A-Six (A-6), Famous Heights Addition, City of Alpine, Brewster County, Texas, as the same appears in records on file in the Office of the County Clerk of Brewster County, Texas. The record property owner is John Scott Turner. The property ID of the subject property is 35528. The current zoning of the property is R-2 Two-Family District. The zoning classification, if the replat is approved, will remain R-2 Two-Family District. (G. Calderon, City Secretary)

On a motion by Commissioner Rouke and seconded by Commissioner Little to approve the replat, the Planning & Zoning Commission unanimously voted to adopt the motion.

- c) Approve an application for a replat to allow the applicant, Kelly Deprado, to separate lots for sale. The property in question is located at 406 & 408 E. Nations and is legally described as Lots 8 and 9, Block 115, Harmon Addition, to the City of Alpine, Brewster County, Texas, as per a plat on file in envelope #94, Plat Records, out of Survey 42 and 101, Block 9, G.H. & S.A. Ry. Co. Surveys, Brewster County, Texas. the record property

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owner is Kelly Deprado. The property ID of the subject property is 12323. The current zoning of the property is R-2 Two-Family District. The zoning classification, if the replat is approved, will remain R-2 Two-Family District. (G. Calderon, City Secretary)

On a motion by Commissioner Rouke and seconded by Commissioner Little to approve the replat, the Planning & Zoning Commission unanimously voted to adopt the motion.

- d) Approve making a recommendation to the City Council to establish an ordinance that implements a requirement that letters be sent to surrounding property owners regarding proposed annexations. (A. Rangra, Chair)

On a motion by Commissioner Rouke and seconded by Commissioner Branch to approve the proposed ordinance recommendation to the City Council, the Planning & Zoning Commission unanimously voted to adopt the motion.

- e) Approve the Calendar Year 2023 Meeting Schedule. (G. Calderon, City Secretary)

On a motion by Commissioner Little and seconded by Commissioner Walter to approve the 2023 meeting calendar, the Planning & Zoning Commission unanimously voted to adopt the motion.

- f) Appoint the Chair of the Planning & Zoning Commission. (G. Calderon, City Secretary)

On a motion by Commissioner Rouke and seconded by Commissioner Rangra to approve Amit as the Chair, the Planning & Zoning Commission unanimously voted to adopt the motion.

- g) Appoint the Vice-Chair of the Planning & Zoning Commission. (G. Calderon, City Secretary)

On a motion by Commissioner Rouke and seconded by Commissioner Walter to elect Abbey as the Vice-Chair, the Planning & Zoning Commission unanimously voted to adopt the motion.

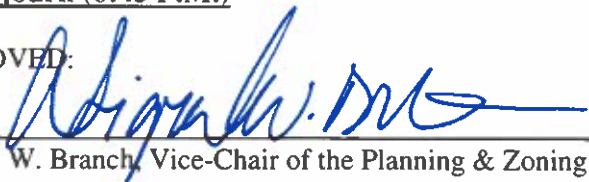
- h) Appoint the Secretary of the Planning & Zoning Commission. (G. Calderon, City Secretary)

On a motion by Commissioner Rouke and seconded by Commissioner Little to elect Wendy as the Secretary, the Planning & Zoning Commission unanimously voted to adopt the motion.

9. Board Member Comments.

10. Adjourn (6:45 P.M.)

APPROVED:



Abigail W. Branch, Vice-Chair of the Planning & Zoning Commission

CERTIFICATION

I, Geoffrey R. Calderon, hereby certify that this notice was posted at City Hall, a convenient and readily accessible place to the general public, and to the City website at www.cityofalpine.com pursuant to Section 551.043, Texas Government Code. The said notice was posted at 5:00 P.M. on January 17, 2022, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting. This facility is wheelchair accessible and accessible parking space is available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the Office of the City Secretary at (432) 837-330 I, option 1, or email city.secretary@cityofalpine.com for further information.



Geoffrey R. Calderon, City Secretary

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