

**ZACHARY PLANNING COMMISSION
MINUTES**

Monday, January 11, 2016
Regular Meeting

6:30 pm
New City Hall

Members Present: Mr. Billy Kline, Mr. Mike Freeman and Mr. John Dry, Mr. Robert Snowden, Mr. Mark Martin, and Mr. Earl Thornton were present.

Members Absent: Mr. Donald Hunt, III

Also Present: Mrs. Amy Schulze – Code Compliance Officer, Ricky McDavid – Assistant City Attorney, John Hopewell- City Attorney.

A regular meeting of the Zachary Planning Commission was held January 11, 2016 at 6:30 pm in the New City Hall. A quorum was present.

Commissioner Martin offered the invocation and Commissioner Kline led the Pledge of Allegiance

Minutes of the Previous Meeting:

Commissioner Thornton motioned to approve the Minutes of the November 2, 2015 meeting. The motion was seconded by Commissioner Martin and approved by roll call vote.

Commissioner Kline motioned to approve the Minutes of the December 7, 2015 meeting. The motion was seconded by Commissioner Martin and approved by roll call vote.

ACTION: Motion Approved **Vote: 6 Yeas, 0 Nays, 1 Absent, 0 Abstain**

Presentation of Delegations: None

Announcements: Mr. Kline noted that everyone needed to complete their ethics training for the 2016 year.

Planning

Old Business: None

New Business:

- 1. Resubdivision-** Lot B-1-A-2 of the James Pickering Tract into 4 lots (A, B, C, D)

Amy Schulze was present to explain that this tract belongs to Fellowship Church. She explained that they want to resubdivide the property but they will need some additional waivers. They will need a no frontage waiver, minimum lot area waiver, and access connection waiver. She said the

church does have a desire to sell two lots. Commissioner Kline declared a **public hearing** to be in session at 6:41 pm. Randy Herring 23221 Sunnyside Lane, Zachary, La was present to speak in favor of the resubdivision. He explained that the church wanted to do this sooner but did not. He said it was for refinancing purposes. There being no one to speak against the resubdivision Commissioner Kline closed the **public hearing** at 6:44 pm. Commissioner Kline motioned to recommend approval of the resubdivision subject to waivers granted by City Council. The motion was seconded by Commissioner Martin and approved by roll call vote.

ACTION: Motion Approved

Vote: 6 Yeas, 0 Nays, 1 Absent, 0 Abstain

2. **Conditional Use-** Lots 8-B-1A-2-B of the William J Wicker Place
(21301 WJ Wicker Road – Mobile Home)

Amy Schulze was present to explain that this tract was resubdivided to put a mobile home on the property for their son and a conditional use permit is needed. She said that since this property is zoned RE it is required by ordinance. Commissioner Kline declared a **public hearing** to be in session at 6:55 pm. Diane Fletcher, 21363 WJ Wicker Road, Zachary, La was present to speak in favor of the conditional use permit. There being no one to speak against the conditional use permit Commissioner Kline closed the **public hearing** at 6:58 pm. Commissioner Martin motioned to recommend approval of the conditional use permit. The motion was seconded by Commissioner Snowden and approved by roll call vote.

ACTION: Motion Approved

Vote: 6 Yeas, 0 Nays, 1 Absent, 0 Abstained

3. **Conditional Use-** Lot D-1 of the B.F. Pope Property
(3050 Shaffett Lane – Mobile Home)

Amy Schulze was present to explain that this tract is zoned RE and requires a conditional use permit. She said there was previously a mobile there when the owner built his house. Mr. Pope, the property owner would like to place a mobile home there for his granddaughter. Mrs. Schulze said you cannot see this property from the road. Commissioner Kline declared a **public hearing** to be in session at 7:04 pm. Mr. Pope, 3050 Shaffett Lane, Zachary, La was present to speak in favor of the conditional use permit. He explained that only family reside on the property and the surrounding property. There being no one to speak against the conditional use permit Commissioner Kline closed the **public hearing** at 7:10 pm. Commissioner Martin motioned to recommend approval of the conditional use permit. The motion was seconded by Commissioner Kline and was approved by roll call vote.

ACTION: Motion Approved

Vote: 6 Yeas, 0 Nays, 1 Absent, 0 Abstain

4. **Site Plan-** Zachary Surgical Center – Phase II (Sullivan Medical Office Park)

Amy Schulze was present to speak on the Site Plan. She explained that there were a few things not shown on the plan. She said the architectural elevations were not shown and also sidewalks. She explained that the building would look like the existing building that is already there. She also noted the parking lot aisle widths and that the parking lots are going to connect. Mrs. Schulze said that this property is located behind Regions back. She explained that she has had discussions with the Public Works Director, Chris Davezac, about the drainage relocation and the size of the culverts. She expressed concern about the tree that is on the site plan blocking the view at the entrance by Walgreens. Commissioner Kline declared a **public hearing** to be in session at

7:21 pm. Mark Samples, 1713 Forbes Drive, Huntsville, Al was present to speak in favor of the site plan. He said he represents the developer of the first building. He explained that they will have adequate parking. He said they have a Healthcare architectural Engineer and they will make sure all things will be done properly. He also said that building will mirror the existing building. There being no one to speak against the Site Plan Commissioner Kline closed the **public hearing** at 7:26 pm. Commissioner Martin motioned to recommend approval of the Site Plan. The motion was seconded by Commissioner Freeman and approved by roll call vote.

ACTION: Motion Approved

Vote: 6 Yeas, 0 Nays, 1 Absent, 0 Abstained

5. Discussion and approval of the 2016 Planning and Zoning meeting dates.

Amy Schulze was present to discuss the meeting dates. She noted that there were two dates that could possibly be a conflict with vacation times. She suggested that the meeting for July be held on July 11, 2016 and the September meeting be held September 6, 2016. Commissioner Kline motioned to approve the 2016 meeting dates as discussed. The motion was seconded by Commissioner Thornton and approved by roll call vote.

ACTION: Motion Approved

Vote: 6 Yeas, 0 Nays, 1 Absent, 0 Abstained

6. Discussion of submission by Commissioners of suggested changes to the UDC.

Amy Schulze was present to discuss the suggestions that she is requesting from the Commissioners on the changes they feel need to be discussed concerning the UDC prior to the next meeting.

She explained that she will come up with a list of the ten most important items. She said she would like to schedule a workshop with the council to discuss these items. John Hopewell was present to ask the commissioners to please submit anything they would like to discuss.

Proposed changes to regulation

Amy Schulze asked if the election of officers needed to be added to the February agenda. Commissioner Kline said that it should.

Report of the Chairman-None

Report of the Public Works Director-None

Report of the Building Official-None

Adjournment

With nothing further to discuss, Commissioner Martin motioned to adjourn the meeting. The motion was seconded by Commissioner Thornton and approved by roll call vote. Meeting adjourned at 7:40 pm.

ACTION: Motion Approved

Vote: 6 Yeas, 0 Nays, 1 Absent, 0 Abstained

Dana Poole, Recording Secretary

Approved by:

Mr. William Kline, Chairman