

**MINUTES OF THE TOWN OF ARGYLE
PLANNING AND ZONING COMMISSION MEETING
WEDNESDAY JUNE 2, 2021**

A regular meeting of the Argyle Planning and Zoning Commission was held on Wednesday, June 2, 2021, at 6:00 p.m. This was an OPEN MEETING, open to the public, subject to the open meeting laws of the State of Texas and, as required by law, was hereby posted on May 27, 2021 at 5:00 PM, at Argyle Town Hall, giving notice of time, date, place, and agenda thereof.

PLANNING AND ZONING COMMISSION MEMBERS PRESENT:

Casey Stewart, Chairman
Paul Kula, Vice-Chairman
Leona McDade
Gordon Baethge
Toby Haynes
Matt Nelson

PLANNING AND ZONING COMMISSION MEMBERS ABSENT:

Jeff Castellanos

STAFF PRESENT:

Patricia Adams, Town Attorney
Emilio Sanchez, Director of Community Development
Harrison Wicks, Development Coordinator

REGULAR MEETING AGENDA

A. CALL TO ORDER – Chairman

The regular meeting was called to order at 6:06 p.m. by Chairman Casey Stewart noting a quorum was present.

B. PLEDGE OF ALLEGIANCE – American Flag

C. PLEDGE OF ALLEGIANCE – Texas Flag - “Honor the Texas Flag; I pledge allegiance to thee Texas, one state, under God, one and indivisible”.

D. OPEN FORUM:

Pursuant to Section 551.007 of the Texas Government Code, any member of the public has the opportunity to address the Planning and Zoning Commission concerning any matter of public business or any posted agenda item; however, the Act prohibits the Planning and Zoning Commission from deliberating any issues not on the public agenda and such non-agenda issues may be referred to Town staff for research and any future action; all persons addressing are limited to five (5) minutes and subject to council adopted rules and limitations permitted by law.

Chairman Stewart opened the meeting to public comment. No public comment was received.

E. MINUTES

- 1. Consider approval of the minutes of the Planning and Zoning Commission Meeting of May 5, 2021.**

Commissioner McDade motioned to approve the minutes of the Planning and Zoning Commission Meeting of May 5, 2021 as presented. Commissioner Haynes seconded the motion. The motion carried unanimously by a vote of six (6) in favor to none (0) opposed.

F. OLD BUSINESS

1. Discussion on possible TDS Amendments to setbacks and bufferyards for commercially zoned districts adjacent to residentially owned districts (TDS-21-001).

Mr. Wicks provided a presentation on this item. On January 6, 2021, the P & Z Commission held a discussion on this item and offered recommendations to the Town Council for possible amendments to the TDS. On January 19, 2021, Town Council held a discussion on this item and generally agreed with the recommendations of the P & Z Commission and included additional recommendations. Based on the discussion of the P & Z Commission on June 2nd, the following current recommendations are:

- A. Increase bufferyards from 10' to 50' between commercial and residential properties.
- B. Revise Bufferyard E requirements to match Bufferyard F1.
- C. Add transitional height section as it pertains to building heights of commercial structures next to residential properties.
- D. Revise Bufferyard F1 requirements to match Bufferyard F2 for all commercial zoning districts (this would require a masonry screening wall between all commercial and residential properties).
- E. Hire a consultant to create graphics and illustrations to TDS.

2. Discussion on possible TDS Amendments to setbacks, lot coverage, and accessory building requirements for SF-1, SF-2.5, and Agricultural zoned districts (TDS-21-002).

Mr. Wicks provided a presentation on this item. On January 6, 2021, the P & Z Commission held a discussion on this item and offered recommendations to the Town Council for possible amendments to the TDS. On January 19, 2021, Town Council held a discussion on this item and generally agreed with the recommendations of the P & Z Commission and included additional recommendations. Based on the discussion of the P & Z Commission on June 2nd, the following current recommendations are:

- A. Make no change to the side and rear building setback lines for SF-1 zoning district.
- B. Increase side and rear building setback lines from 15' to 50' for A zoning district.
- C. Increase side and rear building setback lines from 15' to 30' for SF-2.5 zoning district.
- D. Change side and rear building setback lines for accessory structures to be "Same as Main Building" for A, SF-2.5, and SF-1 zoning districts.
- E. Increase max. allowed lot coverage to 20% for SF-1 zoning district. A and SF-2.5 zoning districts will remain the same at 20% and 15% respectively.

Chairman Stewart temporarily adjourned the meeting at 7:58 PM for a break, the meeting was reconvened at 8:04 PM.

3. Discussion on possible TDS amendments to Article V, Tree Preservation, regarding approval procedure, tree survey, and other related tree ordinance provisions in the Town Development Standards (TDS-21-004).

Mr. Wicks provided a presentation on this item. P & Z Commissioners discussed possible TDS amendments and recommended Town staff complete further research to include the following:

- A. Options on mitigation relief for property owners, or future homeowners, as they build single family residences on undeveloped lots.
- B. Options to notify homeowners of Town tree preservation and mitigation requirements.
- C. Options to waive mitigation requirements for single family residences, other than the current homestead exemption.
- D. Options to identify third parties that could assist in finding solutions to inform developers and future homeowners of preservation and mitigation requirements.
- E. Explore the creation of a development flow diagram to educate the public on the development process.

Commissioner Kula excused himself from the meeting.

G. NEW BUSINESS

1. Discussion on possible TDS Amendments regarding the Specific Use Permit (SUP) requirements for solar energy systems in the Town Development Standards (TDS-21-005).

Mr. Wicks provided a presentation on this item. During a joint P & Z Commission and Town Council meeting on May 19, 2021, recommendations were made for possible TDS amendments regarding the Specific Use Permit (SUP) requirements for solar energy systems in the Town Development Standards, Section 14.3.73-2. Based on the discussion of the P & Z Commission on June 2nd, the following current recommendations are:

- A. Require Homeowners Association (HOA) Approval for solar installations on residential lots.
- B. Eliminate ground mounted solar as a permitted use in the Town.
- C. Allow Town staff to approve solar energy systems administratively with a building/electrical permit. The applicant would be able to appeal the decision to the Planning & Zoning Commission and Town Council within 10 days. A Specific Use Permit would not be required.
- D. Include color requirements for the color of the panels.

H. FUTURE AGENDA AND ITEMS OF INTEREST

- 1. Briefing on recent Town Council action on Community Development agenda items.
- 2. Project updates.
DRC Projects List - Updated 5.27.2021

Mr. Wicks provided the commission with recent development project updates and gave an overview of upcoming projects.

I. ADJOURNMENT

With no further business to attend, the meeting was adjourned at 8:49 PM.

APPROVED THIS THE 7th DAY OF JULY 2021.

WITNESS:


Casey Stewart, Chairman


Emilio Sanchez, Director of Community
Development