

Minutes  
Planning and Zoning Commission  
November 28, 2018

After determining that a quorum was present, the Planning and Zoning Commission of the City of Denton, Texas convened in a Work Session on Wednesday, November 28, 2018 at 4:30 p.m. in the Council Work Session Room at City Hall, 215 E. McKinney Street, Denton, Texas at which the following items were considered:

PRESENT: Chair Andrew Rozell, Commissioners: Alfred Sanchez, Larry Beck, Jason Cole, Mat Pruneda, Margie Ellis, and Tim Smith.

ABSENT: None.

STAFF: Scott McDonald, Richard Cannone, Jerry Drake, Hayley Zagurski, Julie Wyatt, Cindy Jackson, Ron Menguita, Sean Jacobson, Karen Hermann, Charlie Rosendahl and Cathy Welborn.

WORK SESSION

Chair Rozell opened the Work Session at 4:37 p.m.

1. Clarification of agenda items listed on the agenda for this meeting. This is an opportunity for Commissioners to ask questions of staff on the Consent and Regular Agenda items, which may include a full briefing on an item in the order it appears on the regular session agenda. Any such briefing will be repeated in regular session.

Chair Rozell stated Public Hearing item 2A has been postponed to the December 12, 2018 meeting.

Hayley Zagurski, Senior Planner, presented Public Hearing item 2B.

Zagurski stated this item is being continued from the November 14, 2018 Planning and Zoning meeting per the applicants request to allow more time to develop a modified plan.

Zagurski stated following the meeting the applicant decided to move forward with staff's original recommended conditions. Staff does recommend approval with the following conditions: **1.** The City Council recognizes that driveway access locations from state highways must be approved by the Texas Department of Transportation ("TxDOT"), and that alterations in the configuration of I-35 are currently in planning. Any driveway access locations from the northbound I-35 frontage road which must be altered in response to changing TxDOT requirements during the permitting process may be administratively approved by City staff, provided that such alterations comply with all DDC and criteria manual requirements, and that all remaining elements of the approved site plan are satisfied. **2.** Landscaping in the attached site plan reflects an intent to comply with the DDC requirements for parking, street trees, minimum landscape and canopy areas, and compatibility buffers, with administrative approval of alternative buffer elements permitted in accordance with DDC 35.13.8. Minor alterations to the depicted locations of individual plantings

may be approved by City staff, provided that the final landscaping, as planted, complies with the attached site plan in terms of buffer and open space locations, as well as all elements of the DDC. **3.** The Agreement entered into and executed by CL Ventures LLC and Sage Natural Resources, LLC, which sets forth the 250 foot reverse setbacks for the multi-family development from the two wells as shown on the attached site plan, must be filed in the records of Denton County prior to approval of a plat for the subject property, and a note on the plat shall reference the Agreement and setbacks. **4.** Notwithstanding the limited administrative approvals authorized in conditions 1 and 2, the City reserves the right to require approval by ordinance of any amendments to the SUP, the attached site plan, and the elements described previously, including those referenced in conditions 1 and 2.

Commissioner Beck questioned if there is a definite plan for commercial development. Zagurski stated no there is no set date.

Commissioner Smith questioned why the applicant decided to go with staff's recommendations and conditions. Zagurski stated the way notices are worded City Council and the Planning and Zoning Commission can only recommend or approve conditions that are equal to or more restrictive than what was seen at the meeting. Zagurski continued what the applicant was proposing was less restrictive and would have required another notification.

Cindy Jackson, Senior Planner, presented Public Hearing 2C. Jackson stated this item has been continued from the October 28 2018 Planning and Zoning Commission meeting to allow the tenants time to address the parking issues associated with the two suites. Jackson stated staff did go out on 11/28/2018 and discovered the vehicles from the adjacent lot had been removed and Mr. Melton has vacated suite 111 and Mr. Haynie has now leased suite 111.

Jackson stated staff does recommend denial, but should the Planning and Zoning commission decide to approve the request staff recommends the following conditions: **1.** A new Certificate of Occupancy for the correct use, Quick Vehicle Servicing, must be applied for and approved. **2.** The new Certificate of Occupancy shall state that the proposed use of Quick Vehicle Service is limited to this particular business owner and these two particular suites. **3.** This Specific Use Permit will be limited to the use description and floor plan shown in Exhibit 8 and Exhibit 9. **4.** Overnight outdoor storage of automobiles is prohibited. **5.** No more than two customer vehicles per each business can be parked in the parking spaces in front of the building during business hours.

Commissioner Pruneda questioned if the applicant would need a Specific Use Permit (SUP) for both suites. Jackson stated yes he would.

Chair Rozell questioned if it is in the authority of the Planning and Zoning Commission or City Council to limit the Certificate of Occupancy to a business.

Chair Rozell stated Jackson affirmatively responded to Commissioner Pruneda's question that the applicant would need an SUP of each suite and requested her to clarify if there would be another SUP coming before the commission. Jackson stated she misunderstood Commissioner Pruneda's question and the SUP currently in question is for both suite 110 and 111. Chair Rozell questioned given the provisions why staff is still in denial of the request. Jackson stated due to the use being

denied in 2010, staff thought it would be better for the Planning and Zoning Commission and City Council decide if the location is appropriate for the use.

Julie Wyatt, Senior Planner, presented Public Hearing item 2E. Wyatt stated the Denton Development Code (DDC) does not address Planned Developments (PD), even though it did carry over 15 PD's that were in effect prior to the adoption of the 2002 code.

Wyatt stated staff looks to the 1991 code to regulate and administer the PD's.

Commissioner Beck questioned if the applicant could build a residence up to 3600 square feet. Wyatt stated the way lot coverage is calculated in the City of Denton does not only include the structure but also includes all impervious surfaces.

Wyatt stated Staff does recommend **approval** of the request as it meets the criteria for approval with the following condition: **1.** Any development must conform to the General Concept Plan, Detailed Plan, Landscape Plan, and text.

Jackson presented Public Hearing item 2D. Jackson stated the request is for an SUP to allow for a free standing monopole tower and associated equipment room.

Jackson stated staff does recommend approval of the request as it is compatible with the surrounding property and conforms to all applicable requirements of section 35.12.8, Wireless Telecommunications Facilities.

Commissioner Smith questioned when the applicant sent out the notification for the neighborhood meeting and where it was held. Jackson stated the applicant sent out notices 10 days before the meeting and the meeting was held at the Emily Fowler Library.

Jackson presented Public Hearing item 2F. Jackson stated the request is to consider a zoning change from Neighborhood Residential Mixed Use 12 (NRMU-12) to Neighborhood Residential Mixed Use (NRMU). Jackson stated the request will require a Specific Use Permit (SUP) which will also come before the commission.

Jackson stated with the number of notifications received in opposition, approval would require super majority vote from City Council.

Jackson stated staff does recommend approval of the request as it is compatible with the surrounding property and is consistent with the goals and objectives of the Denton Plan 2030.

Commissioner Ellis questioned if staff took into consideration what other uses this zoning change could open the property up to besides multi-family. Jackson stated yes, but with the property being located on a primary arterial, the requested zoning district permits neighborhood services and neighborhood commercial uses staff considers to be compatible.

Chair Rozell stated at the last two Planning and Zoning meetings the commission has seen a zoning and SUP request in tandem. Chair Rozell then questioned why there is a delay for the SUP. Jackson stated the applicant did not submit for a SUP and has not started on the engineering for the site.

Commissioner Pruneda questioned the type of leases the apartments would have. Jackson stated usually when there is single room occupancy they are four bedrooms and these are one or two bedroom apartments.

Commissioner Beck questioned what type of buffer would be required. Jackson stated they would have to add a type C buffer on the sides that neighbor the church and the single family residents.

Chair Rozell stated Public Hearing item 2G is postponed to January 9, 2018.

Chair Rozell called a recess at 5:55 p.m.

Chair Rozell reconvened the Work Session at 6:10 p.m.

Richard Cannone, Deputy Director of Development Services and Hayley Zagurski, Senior Planner, presented Public Hearing item 2H.

Chair Rozell closed the Work Session at 6:28 p.m.

2. [Work Session Reports](#)

A. [Receive a report and give direction on creation of The Denton Square District, with associated draft Design Standards and Guidelines, procedures, and review body.](#)

Richard Cannone, Deputy Director of Development Services, stated Work Session Report 2A would be heard at a future meeting.

[REGULAR MEETING](#)

Chair Rozell opened the Regular meeting at 6:37 p.m.

The Planning and Zoning Commission convened in a Regular Meeting on Wednesday, November 28, 2018 at 6:30 p.m. in the City Council Chambers at City Hall, 215 E. McKinney at which time the following items were considered:

1. [PLEDGE OF ALLEGIANCE](#)

A. U.S. Flag B. Texas Flag

2. [PUBLIC HEARINGS](#)

A. [Hold a public hearing and consider making a recommendation to City Council regarding a request by Lee Allison of the Allison Engineering Group on behalf of Responsive Education Solutions and Lifeline Church of Denton for a zoning change from Neighborhood Residential 2 \(NR-2\) to a Neighborhood Residential Mixed-Use \(NRMU\) District on two adjacent tracts, one of approximately 5.723 acres and the other of](#)

approximately 4.389 acres. The subject site is generally located southwest of the intersection of Teasley Lane and Pennsylvania Drive, in the City of Denton, Denton County, Texas (CDP Bravo, Z18-0021, Sean Jacobson). STAFF HAS POSTPONED THIS ITEM TO THE DECEMBER 12, 2018 PLANNING AND ZONING COMMISSION MEETING.

Chair Rozell stated Public Hearing item 2A has been postponed to the December 12, 2018 Planning and Zoning Commission meeting.

B. Hold a public hearing and consider making a recommendation to City Council regarding a request by Glory of Zion International Ministries Inc. for a Specific Use Permit to allow for a multi-family residential use as part of a mixed-use development on approximately 31 acres. The property is generally located on the north side of Windsor Drive, east of the I-35 N frontage road in the City of Denton, Denton County, Texas. (S18-0008, Windsor Drive Apartments, Hayley Zagurski). THIS ITEM HAS BEEN CONTINUED FROM THE NOVEMBER 14, 2018 PLANNING AND ZONING COMMISSION MEETING.

Chair Rozell stated Public Hearing item 2B was continued from the November 14, 2018 at which time the Public Hearing was closed.

Hayley Zagurski, Senior Planner, presented Public Hearing item 2B. Zagurski stated following the meeting the applicant decided to move forward with staff's original recommended conditions. Staff does recommend approval with the following conditions: **1.** The City Council recognizes that driveway access locations from state highways must be approved by the Texas Department of Transportation ("TxDOT"), and that alterations in the configuration of I-35 are currently in planning. Any driveway access locations from the northbound I-35 frontage road which must be altered in response to changing TxDOT requirements during the permitting process may be administratively approved by City staff, provided that such alterations comply with all DDC and criteria manual requirements, and that all remaining elements of the approved site plan are satisfied. **2.** Landscaping in the attached site plan reflects an intent to comply with the DDC requirements for parking, street trees, minimum landscape and canopy areas, and compatibility buffers, with administrative approval of alternative buffer elements permitted in accordance with DDC 35.13.8. Minor alterations to the depicted locations of individual plantings may be approved by City staff, provided that the final landscaping, as planted, complies with the attached site plan in terms of buffer and open space locations, as well as all elements of the DDC. **3.** The Agreement entered into and executed by CL Ventures LLC and Sage Natural Resources, LLC, which sets forth the 250 foot reverse setbacks for the multi-family development from the two wells as shown on the attached site plan, must be filed in the records of Denton County prior to approval of a plat for the subject property, and a note on the plat shall reference the Agreement and setbacks. **4.** Notwithstanding the limited administrative approvals authorized in conditions 1 and 2, the City reserves the right to require approval by ordinance of any amendments to the SUP, the attached site plan, and the elements described previously, including those referenced in conditions 1 and 2.

Lee Allison, Allison Engineering, the applicant, presented a presentation.

Commissioner Pruneda questioned if the gas wells are currently active. Zagurski stated they are both active.

Chair Rozell read into the record the opposition from Ed Soph, 1620 Victoria Dr. Denton, Texas 76209.

Commissioner Beck provided his concerns and findings regarding gas wells.

Commissioner Pruneda stated if the item was denied from Planning and Zoning Commission it would still go before City Council and require a super majority vote.

Chair Rozell stated he will be supporting the project. With the current setback requirements City Council has agreed on, the Planning and Zoning Commission might be setting arbitrary conditions that are not codified by City Council.

Commissioner Ellis stated she appreciates the concerns raised by Commissioner Beck, but in front of the Commission is an SUP that more than complies with the code.

Commissioner Tim Smith motioned, Alfred Sanchez seconded to approve Public Hearing item 2B with staff's conditions and recommendations: **1.** The City Council recognizes that driveway access locations from state highways must be approved by the Texas Department of Transportation ("TxDOT"), and that alterations in the configuration of I-35 are currently in planning. Any driveway access locations from the northbound I-35 frontage road which must be altered in response to changing TxDOT requirements during the permitting process may be administratively approved by City staff, provided that such alterations comply with all DDC and criteria manual requirements, and that all remaining elements of the approved site plan are satisfied. **2.** Landscaping in the attached site plan reflects an intent to comply with the DDC requirements for parking, street trees, minimum landscape and canopy areas, and compatibility buffers, with administrative approval of alternative buffer elements permitted in accordance with DDC 35.13.8. Minor alterations to the depicted locations of individual plantings may be approved by City staff, provided that the final landscaping, as planted, complies with the attached site plan in terms of buffer and open space locations, as well as all elements of the DDC. **3.** The Agreement entered into and executed by CL Ventures LLC and Sage Natural Resources, LLC, which sets forth the 250 foot reverse setbacks for the multi-family development from the two wells as shown on the attached site plan, must be filed in the records of Denton County prior to approval of a plat for the subject property, and a note on the plat shall reference the Agreement and setbacks. **4.** Notwithstanding the limited administrative approvals authorized in conditions 1 and 2, the City reserves the right to require approval by ordinance of any amendments to the SUP, the attached site plan, and the elements described previously, including those referenced in conditions 1 and 2. Motion approved (4-3). Commissioner Alfred Sanchez "aye", Chair Andrew Rozell "aye", Commissioner Margie Ellis "aye", and Commissioner Tim Smith "aye". Commissioner Larry Beck "nay", Commissioner Jason Cole "nay", and Commissioner Mat Pruneda "nay".

C. Hold a public hearing and consider a request by Budget Self Storage - Denton, Ltd., for a Specific Use Permit to allow quick vehicle servicing in Suite #110 and Suite #111 of Budget Self-Storage. The property is located at 2820 Virginia Circle. (S18-0002, Budget Self Storage, Cindy Jackson) THIS ITEM WAS CONTINUED FROM THE OCTOBER 24, 2018 PLANNING AND ZONING COMMISSION MEETING.

Chair Rozell stated Public Hearing item 2C has been continued from the October 24, 2018 meeting.

Cindy Jackson, Senior Planner, presented Public Hearing item 2C. Jackson stated staff did go out on November 28, 2018 and discovered the vehicles from the adjacent lot had been removed and Mr. Melton has vacated suite 111 and Mr. Haynie has now leased suite 111.

Jackson stated staff does recommend denial, but should the Planning and Zoning Commission decide to approve the request staff recommends the following conditions: **1.** A new Certificate of Occupancy for the correct use, Quick Vehicle Servicing, must be applied for and approved. **2.** The new Certificate of Occupancy shall state that the proposed use of Quick Vehicle Service is limited to this particular business owner and these two particular suites. **3.** This Specific Use Permit will be limited to the use description and floor plan shown in Exhibit 8 and Exhibit 9. **4.** Overnight outdoor storage of automobiles is prohibited. **5.** No more than two customer vehicles per each business can be parked in the parking spaces in front of the building during business hours.

The following individual spoke on this item:

Chris Haynie, 17787 W. F.M. 922, Forestburg, Texas 76239. Supports the request.

Haynie stated he took over suite 111 on November 23, 2018.

Chair Rozell closed the Public Hearing.

Commissioner Mat Pruneda motioned, Commissioner Tim Smith seconded to approve with staff's recommendations: **1.** A new Certificate of Occupancy for the correct use, Quick Vehicle Servicing, must be applied for and approved. **2.** The new Certificate of Occupancy shall state that the proposed use of Quick Vehicle Service is limited to this particular business owner and these two particular suites. **3.** This Specific Use Permit will be limited to the use description and floor plan shown in Exhibit 8 and Exhibit 9. **4.** Overnight outdoor storage of automobiles is prohibited. **5.** No more than two customer vehicles per each business can be parked in the parking spaces in front of the building during business hours. Motion approved (7-0). Commissioner Alfred Sanchez "aye", Commissioner Larry Beck "aye", Commissioner Jason Cole "aye", Chair Andrew Rozell "aye", Commissioner Mat Pruneda "aye", Commissioner Margie Ellis "aye", and Commissioner Tim Smith "aye".

D. Hold a public hearing and consider making a recommendation to City Council regarding a request by Vincent G. Huebinger representing Verizon Wireless - Denton Central for a Specific Use Permit to allow a free standing monopole tower and associated equipment room. The property is located at 816 Frame Street in the City of Denton, Denton County, Texas. (S18-0009, Verizon Wireless, Cindy Jackson)

Chair Rozell opened the Public Hearing.

Cindy Jackson, Senior Planner, presented Public Hearing item 2D.

Jackson stated staff recommends approval of the request as it is compatible with the surrounding property and conforms to all applicable requirements of Section 35.12.8, Wireless Telecommunications Facilities.

The following individual spoke on this item:

Vincent Huebinger, 1715 Capital of Texas Hwy Ste. 207, Austin, Texas 78746. Supports the request.

Vincent Huebinger, the applicant, presented a presentation.

Chair Rozell closed the Public Hearing.

Commissioner Tim Smith motioned, Commissioner Mat Pruneda seconded to approve Public Hearing 2D. Motion approved (7-0). Commissioner Alfred Sanchez "aye", Commissioner Larry Beck "aye", Commissioner Jason Cole "aye", Chair Andrew Rozell "aye", Commissioner Mat Pruneda "aye", Commissioner Margie Ellis "aye", and Commissioner Tim Smith "aye".

E. The City of Denton Planning and Zoning Commission will Hold a public hearing and consider making a recommendation to City Council regarding a Concept Plan amendment and Detailed Plan approval for Planned Development 115 (PD-115) District to depict a single-family residential development on approximately 78 acres. The property is generally located on the west side of North Bonnie Brae Street, approximately 250 feet south of US Highway 77/North Elm Street in the City of Denton, Denton County, Texas. (PDA18-0001, Kings Ridge, Julie Wyatt).

Chair Rozell opened the Public Hearing.

Julie Wyatt, Senior Planner, presented Public Hearing item 2E.

Chair Rozell questioned if the commission will see this item again. Wyatt stated the Commission would see the preliminary and final plat.

The following individual spoke on this item:

Warren Corwin, 200 W. Belmont, Allen, Texas 75093. Supports the request.

Jack Dawson, 1800 valley View Ln. Framers Branch, Texas 75234. Supports the request.

Warren Corwin, the applicant presented a presentation.

Chair Rozell closed the Public Hearing.

Commissioner Mat Pruneda motioned, Commissioner Jason Cole seconded to approve Public Hearing item 2E with the following condition: **1.** Any development must conform to the General



Concept Plan, Detailed Plan, Landscape Plan, and text. Motion approved (7-0). Commissioner Alfred Sanchez "aye", Commissioner Larry Beck "aye", Commissioner Jason Cole "aye", Chair Andrew Rozell "aye", Commissioner Mat Pruneda "aye", Commissioner Margie Ellis "aye", and Commissioner Tim Smith "aye".

F. Hold a public hearing and consider making a recommendation to City Council regarding a request by Craig Bond representing Parvar Property, LLC for a zoning change from a Neighborhood Residential Mixed Use 12 (NRMU-12) zoning district to a Neighborhood Residential Mixed Use (NRMU) zoning district. The 2.683 acre site is generally located at 3131 and 3161 N Elm Street, in the City of Denton, Denton County, Texas. (Z18-0009, Centennial on N. Elm Apartments, Cindy Jackson)

Chair Rozell opened the Public Hearing.

Cindy Jackson, Senior Planner, presented Public Hearing item 2F. Jackson stated staff does recommend approval.

Commissioner Sanchez questioned what types of commercial developments are planned to go on a primary arterial. Jackson stated you want large traffic generators so they immediate access to the arterial and won't clog up the collector streets.

The following individuals spoke on this item:

Craig Bond, 1107 Woodmount Ct. Denton, Texas 76209. Supports the request.

Mohammad Parvar, 3110 Hillside Dr. Highland Village, Texas 75077. Supports the request.

Terry Martin, 1216 Mistywood Ln. Denton, Texas 76209. Opposed to the request.

Julie Smith, 532 N Windsor Dr. Denton, Texas 76207. Opposed to the request.

Agnes Dean, 428 W. Windsor Dr. Denton, Texas 76207. Opposed to the request.

Ashley Bender, 606 Northridge St. Denton, Texas 76201. Opposed to the request.

Edward Cuthbertson, 512 Northridge St. Denton, Texas 76201. Opposed to the request.

Commissioner Smith questioned why the SUP did not come with the zoning case. Bond stated the applicant wanted to ensure the property would be approved for the rezoning.

Commissioner Beck questioned Mohammad Parvar, the owner, if he would be willing to add an overlay to keep the density down. Parvar agreed to an overlay.

Chair Rozell stated as a point of order if the item is motioned and seconded on the Public Hearing will remain open, anyone wishing to speak will be allowed and also when the item comes back before the Commission citizens will be allowed to speak again.

Commissioner Tim Smith motioned, Commissioner Larry Beck seconded to table Public Hearing item 2F to a date certain of February 20, 2019. Motion approved (7-0). Commissioner Alfred Sanchez "aye", Commissioner Larry Beck "aye", Commissioner Jason Cole "aye", Chair Andrew Rozell "aye", Commissioner Mat Pruneda "aye", Commissioner Margie Ellis "aye", and Commissioner Tim Smith "aye".

Chair Rozell read into the record the following individuals requested not to speak:  
Jean Cuthbertson, 512 Northridge St. Denton, Texas 76201. Opposed to the request.  
W. Lee Nahrgang, 506 Northridge St. Denton, Texas 76201. Opposed to the request.  
John Hyatt, 513 Northridge St. Denton, Texas 76201. Opposed to the request.  
Audrian Bryan, 103 Burl St. Denton, Texas 76208. Opposed to the request.  
Ann Ennis, 525 W. Windsor Dr. Denton, Texas 76207. Opposed to the request.  
Bill Ennis, 525 W. Windsor Dr. Denton, Texas 76207. Opposed to the request.

Commissioner Pruneda encouraged the residents to voice their concerns to City Council.

Chair Rozell called a recess.

Chair Rozell reconvened the Regular Meeting.

G. Hold a public hearing and consider making a recommendation to City Council regarding a request by Abra Nusser representing Calvert Paving Corp. to assign an initial zoning designation of Neighborhood Residential 4 (NR-4) on approximately 86 acres of land and to rezone approximately six acres of land from Neighborhood Residential 2 (NR-2) to Neighborhood Residential 4 (NR-4). The subject site is generally located between Creekdale Drive and Hickory Creek Road, east of the railroad tracks, in the City of Denton, Denton County, Texas. (Z18-0017, Lakeside Place, Cindy Jackson) STAFF HAS POSTPONED THIS ITEM TO THE JANUARY 9, 2019 PLANNING & ZONING COMMISSION MEETING.

Chair Rozell stated Public Hearing item 2G has been postponed to January 9, 2019 Planning and Zoning Commission meeting.

H. Hold a public hearing and consider making a recommendation to City Council regarding a proposed revision to the Denton Development Code; specifically to amend Subchapters 13 and 17 related to tree preservation, landscape standards, and environmentally sensitive area standards. (DCA18-0008, Conservation and Landscape Code, Hayley Zagurski).

Richard Cannone, Deputy Director of Development Services, and Hayley Zagurski, Senior Planner, presented Public Hearing item 2H.

Commissioner Beck requested this item to be the first Public Hearing on the December 12, 2018 agenda.

Chair Rozell questioned how long the tree fund has been around and how the totals are calculated. Cannone stated he would get with the Parks department, seeing as they are the department over the tree fund.

Commissioner Tim Smith motioned, Commissioner Mat Pruneda seconded to table to a date certain of December 12, 2018 Planning and Zoning Commission meeting. Motion approved (7-0). Commissioner Alfred Sanchez "aye", Commissioner Larry Beck "aye", Commissioner Jason Cole

"aye", Chair Andrew Rozell "aye", Commissioner Mat Pruneda "aye", Commissioner Margie Ellis "aye", and Commissioner Tim Smith "aye".

### 3. PLANNING & ZONING COMMISSION PROJECT MATRIX

#### A. Planning and Zoning Commission project matrix.

Richard Cannone, Deputy Director of Development Services, stated at the December 12, 2018 meeting staff will provide an update to the Historic Preservation Plan and how incentive programs will be incorporated into the plan.

Staff will also bring back the Downtown Designs Standards on January 9, 2019.

Cannone stated staff is working on a system that will provide notifications for neighborhood meetings.

Commissioner Ellis requested the affidavit for Public Hearing signage be added back to the backup.

Commissioner Sanchez questioned when the discussion regarding roundabouts would take place. Cannone stated he would have Pritam Deshmukh, Deputy City Engineer, provide further information regarding roundabouts.

Chair Rozell closed the Regular Meeting at 10:05p.m.