

**City of Meadowlakes  
Planning & Zoning Commission  
July 13th, 2012**

**I. CALL TO ORDER AND QUORUM DETERMINATION:**

Chairman Tom Carpenter called the meeting to order at 9:00 a.m. declaring that a quorum was present at the Meadowlakes Municipal Building in Totten Hall, 177 Broadmoor, Meadowlakes, Texas. Members present were John Sopol, Bob Ryan, Gene Gunstenson and Herb Lewis. Also present was City Secretary Stephanie Littleton.

**II. CITIZEN COMMENTS:**

**A.** There were no citizen comments.

**III. NEW BUSINESS:**

**A. Action/discussion: Approval of June 12th, 2012 meeting minutes**

Mr. Carpenter stated that the minutes were provided for their review earlier and requested a motion. Member Bob Ryan made a motion to adopt the minutes as presented. Member Jack Sopol seconded the motion. The motion carried by unanimous vote of the committee members present.

**B. Action/discussion: Request for approval of amended plat received from Cuplin & Associates to amend Lot numbers 435 and 436 into Lot Number 435A.**

Mr. Carpenter introduced this item by stating that the amended plats were on their table for review. Committee Member Jack Sopol excused himself from voting due to his relation to the property owner. Committee and audience discussion ensued with Gene Gunstenson stating that he did not feel it was appropriate to approve a re-plat without a previous building permit being issued. Mr. Gunstenson made a motion to deny the re-plat, but after clarification Herb Lewis rescinded his second. The motion died. Member Herb Lewis made a motion to approve and recommend that the City Council also approve the amended plat request as submitted. Member Bob Ryan seconded the motion. The motion carried by a 3-2 vote of the committee members present with members Herb Lewis, Bob Ryan and Tom Carpenter voting in favor and Gene Gunstenson voting against.

**C. Public Hearing on amending Chapter 153 of the Meadowlakes Code of Ordinance to provide for conditional use permits.**

Chairman Carpenter called the Public Hearing portion of the meeting to order. There were no citizen comments.

**D. Action/Discussion: Recommendation to Council regarding Ordinance 2012-06, amending Chapter 153 of the Meadowlakes Code of Ordinances to provide for conditional use permits; providing uses authorized by conditional use permits and establishing regulations thereto.**

After committee discussion, Member Herb Lewis made a motion to recommend that the City Council approve Ordinance 12-006 amending Chapter 153 of the Meadowlakes Code of Ordinances to provide for conditional use permits. Member Gene Gunstenson seconded the motion and it passed by a unanimous vote of the committee members present.

**IV. CHAIRMAN AND COMMISSION ANNOUNCEMENTS:** about items of

Community Interest

*(Announcements during this agenda item are limited to the following, as authorized under Section 551.0415, Tex. Gov't Code.*

- *expressions of thanks, congratulations, or condolence;*
- *information regarding holiday schedules;*
- *an honorary or salutory recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public employment is not an honorary or salutory recognition for purposes of this subdivision;*
- *a reminder about an upcoming event organized or sponsored by the governing body;*
- *information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and*
- *announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.)*

**A.** There were no announcements

**V. ADJOURNMENT:**

Committee member Herb Lewis made a motion to adjourn the meeting; the motion was seconded by Gene Gunstenson and passed by a unanimous vote of the Committee members present. Chairman Carpenter adjourned the meeting at 9:28 a.m.

**Approved:**

*/s/Tom Carpenter* \_\_\_\_\_ **Date:** *10/31/12* \_\_\_\_\_  
**Chairman**

**Attest:**

*/s/ Stephanie Littleton* \_\_\_\_\_ **Date:** *10/31/12* \_\_\_\_\_  
**P&Z Secretary**