

**MINUTES**  
**CITY OF LIVE OAK**  
**REGULAR MEETING OF THE PLANNING AND**  
**ZONING COMMISSION**  
**8001 SHIN OAK DRIVE, LIVE OAK, TEXAS HELD**  
**THURSDAY, JANUARY 23, 2014, SCHEDULED AT 6:00**  
**P.M.**

**1. CALL TO ORDER**

Chairman Umphlett called the meeting to order on January 23, 2014 @ 6:00 p.m.

**2. INVOCATION/PLEDGE OF ALLEGIANCE**

A moment of silence was observed and the Pledge was recited.

**3. ROLL CALL**

**PRESENT**

**Planning & Zoning Commission:**

Chairman William "Bill Umphlett  
Commissioner Michael Glynn  
Commissioner Harvey Johnson  
Commissioner John Glowacz  
Alt. Commissioner Rebecca Kochan  
Alt. Commissioner Robert Weaver  
Alt. Commissioner Anthony Brooks

**ABSENT**

Vice Chairman Rebecca Hovermale (excused)

Chairman Umphlett asked Alt. Commissioner Kochan to substitute for Vice Chairman during her absence

**4. CITIZENS TO BE HEARD**

None

**5. CONSENT AGENDA**

**A. Approval of Minutes – December 12, 2013 – Regular Meeting**

Motion was made by Commissioner Johnson to approve the Consent Agenda as presented; seconded by Commissioner Glowacz.

**Vote For:** Commissioners Glynn, Glowacz and Johnson; Alt. Commissioner Kochan and Chairman Umphlett – **PASSED**

## 6. NEW BUSINESS

- A. P-14-0001 – Preliminary Plat of a 4.417 Acre Tract of Land out of the Francisco Villarreal Survey No. 309, Abstract No. 776, County block 5048, Situated in the City of Live Oak, Bexar County, Texas and Being All of a 3.60 Acre Tract of Land and a 0.81 of An Acre Tract of Land, Conveyed to Reata Assests, Investments & Development Live Oak I, Ltd. Of Record in Volume 15925, Page 2328 of The Official Public Records of Bexar County, Texas**

Chairman Umphlett read the legal description for item P-14-0001 and asked staff to make presentation.

Mr. Wayman stated the Civic Center property was sold by the City in February 2013 to the Reata Group. The plan for the property is for the site to be five individual units each being separate developments. A traffic impact study had been submitted to Texas Department of Transportation (TXDOT) for review and a complete report would be available for the February meeting. Mr. Wayman added that Randolph Brooks Federal Credit Union will be moving their existing automated teller machine (ATM) to a different location on this site. The new placement of the ATM will not meet the Zoning Regulations and will require a variance application to be filed and heard by the Board of Adjustment in February.

Mr. Wayman concluded by introducing Juan Rodriguez, Assistant Project Manager – KFW Engineers & Surveying, 14603 Huebner Rd., Bldg. 40, San Antonio, Texas. Mr. Rodriguez began his presentation by stating the plans for the property would be for the property to be divided into five separate developments. He offered to answer questions from the Commission.

Chairman Umphlett asked the members for questions.

### Q&A:

**Commissioner Kochan** – concerned with traffic coming off of Loop 1604 and the plan for directing traffic into the new businesses. Mr. Rodriguez stated traffic would be directed to enter into the new business area via Pat Booker Road. Mr. Wayman added it would be unlawful to make entrance from the access road of Loop 1604.

**Commissioner Johnson** – none

**Commissioner Glynn** – none

**Commissioner Glowacz** – Asked if the landscape plan would include plants to screen the side of the site fronting Loop 1604 access; Mr. Rodriguez stated each business would be responsible for the landscaping but none to include screening the access road. All landscape plans would meet the city's requirements; Mr. Wayman interjected each business would have a 10% landscape requirement by code.

**Alt. Commissioner Weaver** – Asked how many entrances would be available. Mr. Rodriguez stated at this time there were six entrances proposed.

**Alt. Commissioner Brooks** – Asked how many signs each business would be allowed by code; Mr. Rodriguez stated each business would have a maximum of two signs provided by the new SSUD-3 Sign District and LED signs would not be allowed.

**Chairman Umphlett** –

1. Asked how many contracts Reata Real Estate has received for the five lots as of this date. Mr. Brent Conlin, representative from Reata stated they currently have two contracts with an unnamed national coffee chain and Randolph Brooks Federal Credit Union.

2. Asked when the demolition would begin on the Civic Center and if the demolition team had obtained the state and city permits. Mr. Wayman said demolition would commence on January 27<sup>th</sup>.

3. Asked Mr. Rodriguez if the city's Engineer's comments during preliminary review had been corrected or addressed; Mr. Rodriguez stated they were in the process of addressing all concerns of the City's engineer and would be resubmitted with the final plat.

4. Asked if the ATM would have one or two lanes; Mr. Rodriguez will be a one lane ATM with an eight (8) vehicle queue.

5. Confirmed that each parking plan includes the ample amount of handicap parking spaces; Mr. Rodriguez stated the parking plan meets the city's requirements.

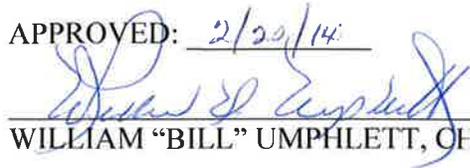
Hearing no additional questions from the commission; Chairman Umphlett called for a motion.

Commissioner Johnson made a motion to approve Preliminary Plat for P14-0001; seconded by Commissioner Kochan.

**Vote FOR:** Commissioners Johnson, Glynn and Glowacz; Alt. Commissioner Kochan and Chairman Umphlett. **5-0**

7. The meeting was adjourned at 6:30 p.m.

APPROVED: 2/20/14

  
WILLIAM "BILL" UMPHLETT, CHAIRMAN

ATTEST:

  
DONNA LOWDER, ADMIN. ASSISTANT