I) CALL TO ORDER
II) ROLL CALL
III) INVOCATION AND PLEDGE OF ALLEGIANCE
IV) PUBLIC COMMENTS
V) APPROVAL OF THE AGENDA
VI) SPECIAL ORDERS OF THE DAY
VII) REPORTS
   1) Mayors Report
   2) Clerks Report
   3) Chairs Report
   4) Public Works Report
   5) Parks & Recreation Advisory Commission
VIII) MINUTES OF THE PREVIOUS MEETING
   1) July 25, 2019 Regular Planning Commission Meeting Minutes
IX) PERSONS TO BE HEARD
X) PUBLIC HEARING (A member of the public may address the Commission for a maximum of five minutes.)
XI) COMMITTEE OF THE WHOLE
XII) UNFINISHED BUSINESS
   1) RESOLUTION NO 19-PC-08 – a Resolution of the Houston Planning & Zoning Commission forwarding findings of facts and recommendations to the Houston City Council sitting as the City Zoning Board on a land use map amending request for 471 S Kenlar Rd, Capitol Corridors Block 3 Lot 8, from Residential Single Family (R1) to Multi-Family Residential (MFR).
      Exhibit A.2: Findings of Fact (Pending)
      (Clerk’s Note: This Resolution was introduced on June 27, 2019. Motion to approve is on the table.)
XIII) NEW BUSINESS
XIV) PUBLIC COMMENTS
XV) COMMISSION AND COMMISSION STAFF COMMENTS
XVI) ADJOURNMENT
I. CALL TO ORDER

The Regular Meeting of the Houston Planning Commission was held on Thursday, July 25, 2019 at Houston City Hall, 13878 W. Armstrong Road, Houston, Alaska. Chair Rebecca Rein called the meeting to order at 7:00 pm.

II. ROLL CALL

Commission Members Present and establishing a quorum were:
Commissioner Jon Siivola
Vice-Chair Leonard Anderson
Chair Rebecca Rein

Commissioner Ron Jones was absent.
Commissioner Deb Meister was absent.

City of Houston Staff and Officials in Attendance:
Raymond Russell – Director of Public Works
Amy Hansen – Deputy City Clerk

III. INVOCATION AND PLEDGE OF ALLEGIANCE

There was no invocation. Director of Public Works Raymond Russell led the Pledge of Allegiance.

IV. PUBLIC COMMENTS:

There were no public comments.

V. APPROVAL OF THE AGENDA

MOTION: Vice Chair Anderson moved to approve the Regular Meeting Agenda of July 25, 2019.

DISCUSSION: There was no discussion.

VOTE: There were none opposed and the agenda was approved.
Commissioner Ron Jones was absent.
Commissioner Deb Meister was absent.

VI. SPECIAL ORDERS OF THE DAY

There were no special orders of the day.

VII. REPORTS

1. Mayor’s Report – No report provided.

2. Clerk’s Report – A written report was provided.

3. Chair’s Report – No report provided.

5. Parks & Recreation Advisory Commission Report – There were no members present to give a report.

VIII. MINUTES OF THE PREVIOUS MEETING

1) June 27, 2019 Regular Planning Commission Meeting Minutes

MOTION: Vice-Chair Anderson moved to approve minutes of the June 27, 2019 meeting.

DISCUSSION: There was no discussion.

VOTE: None opposed and the motion to approve the minutes was approved.

Commissioner Ron Jones was absent.

Commissioner Deb Meister was absent.

IX. PERSONS TO BE HEARD: There were no persons to be heard.

1) Susitna Rotary – Jack Timm requested a letter of support from Houston Planning & Zoning Commission concerning the Susitna Rotary’s request to install a boat landing & pavilion at the Day Use area on Little Su River.

X. PUBLIC HEARING:

1) RESOLUTION NO 19-PC-08 – A Resolution of the Houston Planning & Zoning Commission forwarding findings of facts and recommendations to the Houston City Council sitting as the City Zoning Board on a land use map amending request for 471 S Kenlar Rd, Capitol Corridors Block 3 Lot 8, from Residential Single Family (R1) to Multi-Family Residential (MFR).

   (Clerk’s Note: Initiated by the Planning & Zoning Commission on May 30, 2019. This Resolution was introduced on June 27, 2019, Exhibit A is pending under unfinished business).

The applicant was not present.

No one from the public spoke regarding Resolution NO 19-PC-08.
XI. COMMITTEE OF THE WHOLE:

There was no committee of the whole.

XII. Unfinished Business

1) **RESOLUTION NO 19-PC-06** – a Resolution of the Houston Planning & Zoning Commission forwarding findings of facts and recommendations to the Houston City Council sitting as the City Zoning Board on a variance request for 471 S Kenlar Rd, Capitol Corridors Block 3 Lot 8, to allow for the construction and occupancy of a 4-Plex building.

The applicant was not present.

**MOTION:** Chair Rein moved to amend Resolution No 19-PC-06 on Line 32 to strike the words “Land Use Map amendment” and insert the words “Variance Application.”

**DISCUSSION:** There was no discussion.

**VOTE:** There were none opposed and the motion to amend Resolution No 19-PC-06 Line 32 to strike the words “Land Use Map amendment” and insert the words “Variance Application” was approved.

Commissioner Ron Jones was absent.
Commissioner Deb Meister was absent.

**MOTION:** Chair Rein moved to adopt the findings of facts provided by the Public Works Department as the Commission’s findings of facts.

**DISCUSSION:** Discussion ensued.

**MOTION:** Chair Rein moved amend Exhibit A in the Staff Report page 1, Section II, under Recommended Action to strike “Staff recommends that there is sufficient justification to recommend a variance”, and insert the words “the Commission finds that there is insufficient justification to recommend a variance.”

**DISCUSSION:** Discussion ensued. Staff Report page one, section II.

**VOTE:** There were none opposed and the motion to amend Exhibit A and strike, under Section II, under the recommendation, so that it says “the Commission finds that there is insufficient justification to recommend a variance” was approved.
Commissioner Ron Jones was absent.
Commissioner Deb Meister was absent.

MOTION: Chair Rein moved to amend Exhibit A on page 3, under C, to read, “the Commission finds that the applicant does not meet the requirements of 10.08.080 B,4,c.”

DISCUSSION: Discussion ensued.

VOTE: The motion to strike on page 3 letter C, the commission finds the application does not meet the requirements of 10.08.080 (B)(4)(c) was approved.
  Commissioner Ron Jones was absent.
  Commissioner Deb Meister was absent.

MOTION: Chair Rein moved to amend Exhibit A, findings of fact, V. Summary & Recommendations to strike the entirety of the text that is there and insert new text, “the Commission finds that the applicant has caused the need for a variance under 10.08.080 B,4,c therefore the Commission recommends denial of the Variance.

DISCUSSION: There was no discussion.

VOTE: The motion to amend Exhibit A, findings of fact, V. Summary & Recommendations to strike the entirety of the text that is there and replace with, “the Commission finds that the applicant has caused the need for a variance under HMC 10.08.080 (B)(4)(c) and the Commission recommends denial of the application was approved.
  Commissioner Ron Jones was absent.
  Commissioner Deb Meister was absent.

MOTION: Chair Rein moved to amend to amend Resolution 19-PC-06 amend Line 32 to strike approve and insert deny.

DISCUSSION: There was no discussion.

VOTE: The motion to amend Resolution 19-PC-06 on Line 32 to strike approve and insert deny was approved.
  Commissioner Ron Jones was absent.
  Commissioner Deb Meister was absent.

(Clerks note: this motion was made out of order.)
VOTE: None opposed and the motion to adopt the findings of facts provided by the Public Works Department as the Commission’s findings of facts as amended as Exhibit A was approved.

Commissioner Ron Jones was absent.
Commissioner Deb Meister was absent.

DISCUSSION: There was no discussion.

VOTE: The motion to approve Resolution 19-PC-06 as amended has been approved.

Commissioner Ron Jones was absent.
Commissioner Deb Meister was absent.

2) **RESOLUTION NO 19-PC-08** – a Resolution of the Houston Planning and Zoning Commission forwarding findings of facts and recommendations to the Houston City Council sitting as the City Zoning Board on a land use map amending request for 471 S Kenlar Rd, Capitol Corridors Block 3 Lot 8, from Residential Single Family (R1) to Multi-Family Residential (MFR).

The applicant was not present.

MOTION: Vice Chair Anderson moved to approve Resolution No 19-PC-08.

MOTION: Chair Rein moved to adopt Exhibit A as the Commission’s findings of facts.

DISCUSSION: Discussion ensued.

VOTE: The motion adopt Exhibit A as the Commission’s findings of facts was not approved.

Chair Rein & Commissioner Siivola voted in favor; Vice-Chair Anderson voted against.
Commissioner Ron Jones was absent.
Commissioner Deb Meister was absent.

DISCUSSION: Discussion ensued.

MOTION: Vice Chair Anderson moved to set Resolution 19-PC-08 to a time certain of the August 29, 2019 Planning & Zoning Commission regular meeting.

DISCUSSION: Discussion ensued.

VOTE: The motion to set Resolution 19-PC-08 to a time certain of the August 29, 2019 Planning & Zoning Commission regular meeting was adopted.

Commissioner Ron Jones was absent.
Commissioner Deb Meister was absent.
XIII. New Business

There was no new business.

XIV. PUBLIC COMMENTS:

1) Jack Timm of Susitna Rotary confirmed the Commission didn’t need anything more from him to get the letter of approval for the boat launch approval.
2) Robert Hall appreciates the work of the Commission.

XV. COMMISSION AND COMMISSION STAFF COMMENTS

- Commissioner Siivola – Most interesting meeting he’s been a part of so far. Happy to postpone vote until more commissioners were present.
- Vice-Chair Anderson – Would like a full board to make sure important decisions are made with a full quorum. Appreciates Chair’s handling of voting. Worries about setting a precedence.
- Chair Rein – Thank you for attending, thank you to the staff, thank you to Susitna Rotary.
- Deputy Clerk – Tomorrow is the deadline for filing for City Council.

XVI. Adjournment

MOTION: Chair Rein moved to adjourn the meeting.

VOTE: The motion passed unanimously and the meeting was adjourned at 8:04 p.m.

___________________________
Rebecca Rein, Chair

ATTEST:

____________________________
Amy Hansen, Deputy City Clerk
CITY OF HOUSTON
PLANNING & ZONING COMMISSION

RESOLUTION NO. 19-PC-08

A RESOLUTION OF THE HOUSTON PLANNING & ZONING COMMISSION FORWARDING
FINDINGS OF FACTS AND RECOMMENDATIONS TO THE HOUSTON CITY COUNCIL
SITTING AS THE CITY ZONING BOARD ON A LAND USE MAP AMENDMENT REQUEST
FOR 471 S KENLAR RD, CAPITOL CORRIDORS BLOCK 3 LOT 8, FROM RESIDENTIAL
SINGLE FAMILY (R1) TO MULTI-FAMILY RESIDENTIAL (MFR)

WHEREAS, on May 30, 2019 the Houston Planning and Zoning Commission initiated a
land use amendment for 471 S Kenlar Road from Residential Single Family (R1) to Multi-Family
Residential (MFR); and

WHEREAS, HMC 7.06.030(B)(1)(a) states that among the duties and responsibilities of
the Planning & Zoning Commission “Commission” is: “Zoning regulations restricting the use of
land and improvements by geographic districts;” and

WHEREAS, HMC 10.08.040(A) states that: “After reviewing a written recommendation
from the Public Works Director, the Commission shall report in writing to the City Council on any
proposed boundary change or amendment, regardless of the manner in which such change is
initiated;” and

WHEREAS, The Public Works Director has made recommendations and forwarded the
request to the Houston Planning & Zoning Commission where it was reviewed; and

WHEREAS, the Commission has conducted a public hearing regarding the matter, and
considered evidence and testimony presented to it with respect to the application; and

WHEREAS, the Commission consequently adopted findings of fact, attached as Exhibit
A, which summarizes the Commission’s reasoning in reaching its decision; and

NOW, THEREFORE, BE IT RESOLVED by the Planning & Zoning Commission of the
City of Houston, pursuant to the Findings of Fact attached as Exhibit A and incorporated herein,
recommends that the City Council sitting as the Zoning Board approve the Land Use Map
amendment as presented.

PASSED, APPROVED, AND ADOPTED By a duly constituted quorum of the Planning &
Zoning Commission for the City of Houston on ____________.

____________________________________
Rebecca Rein, Planning Chair

ATTEST:
1
2  Amy Hansen
3  Houston Public Works Clerk &
4  Aide to the City Clerk
CITY PLANNING & ZONING COMMISSION “EXIBIT A” for RESOLUTION 19-PC-08

Prepared By: Houston Planning & Zoning Commission
Meeting Date:

I. INTRODUCTORY SUMMARY

Applicant: Houston Planning & Zoning Commission
Land Owner(s): Lynda Plettner
Request: Land Use Amendment Single-family and two-family residential district (R-1) to Multi-Family Residential (MFR).
Location: 471 S Kenlar Road
Parcel Size: 3.01 acres
Zoning District: R-1 – Single-family and two-family residential district.

II. RECOMMENDED ACTION

III. SUMMARY OF REQUEST

The applicant has applied for a Rezone / Land Use Amendment to rezone from Single-family and two-family residential district (R-1) to Multi-Family Residential (MFR).

IV. FINDINGS OF FACT

HMC 10.08.040 Report from the Planning Commission; Governs the procedures and general standards for Rezone/Land Use Amendments City land use requirements. These requirements, and staff findings regarding each of them, are as follows:

HMC 10.08.040(B)(1) B. Such report shall give consideration as to what effect the proposed change would have on the public health, safety, welfare and convenience, and show whether or not:
1. The proposed change would be contrary to the goals, objectives and criteria established in the City of Houston Comprehensive Plan;

Commission Finding:

2. The proposed change is contrary to the established land use pattern;

Commission Finding:

3. The proposed change would create an isolated district unrelated to adjacent and nearby districts;

Commission Finding:

4. The proposed change would materially alter the population pattern and thereby increase or overtax the load on public facilities such as schools, utilities, streets, watershed capabilities, and the like;

Commission Finding:

5. The proposed change will adversely influence living conditions in the neighborhood;

Commission Finding:

6. The proposed change will create or excessively increase traffic congestion or otherwise affect public safety;

Commission Finding:
7. The proposed change could create a drainage or surface water problem;

Commission Finding:

8. The proposed change will seriously reduce access to light and air by adjacent property owners;

Commission Finding:

9. The proposed change will adversely affect property values in the adjacent area;

Commission Finding:

10. The proposed change will be a deterrent to the improvement or development of adjacent property;

Commission Finding:

11. The proposed change will constitute a grant of special privilege to an individual owner as contrasted with serving the public welfare;

Commission Finding:
12. There are substantial reasons why the property cannot be used in accord with existing zoning;

Commission Finding:

13. It is impossible to find other adequate sites in the City for proposed use in districts already permitting such use;

Commission Finding:

14. The petitioner for amendment is the owner of the property in question.

Commission Finding:

V. SUMMARY AND RECOMMENDATIONS:

Commission Finding:

__________________________________________
Rebecca Rein, Planning Chair

ATTEST:

__________________________________________
Amy Hansen
Houston Public Works Clerk &
Aide to the City Clerk
STAFF REPORT TO THE CITY PLANNING & ZONING COMMISSION

Prepared By: Raymond Russell, Public Works Director
Meeting Date: June 20, 2019

I. INTRODUCTORY SUMMARY

Applicant: Houston Planning & Zoning Commission

Land Owner(s): Lynda Plettner

Request: Land Use Amendment Single-family and two-family residential district (R-1) to Multi-Family Residential (MFR).

Location: 471 S Kenlar Road

Parcel Size: 3.01 acres

Zoning District: R-1 – Single-family and two-family residential district.

II. RECOMMENDED ACTION

Staff recommends that the Commission finds that the property is approved for a rezone to MFR.

III. SUMMARY OF REQUEST

The applicant has applied for a Rezone / Land Use Amendment to rezone from Single-family and two-family residential district (R-1) to Multi-Family Residential (MFR).

IV. STAFF INVESTIGATION

HMC 10.08.040 governs the procedures and general standards for Rezone/Land Use Amendments City land use requirements. These requirements, and staff findings regarding each of them, are as follows:

HMC 10.08.040(B)(1) B. Such report shall give consideration as to what effect the proposed change would have on the public health, safety, welfare and convenience, and show whether or not:

1. The proposed change would be contrary to the goals, objectives and criteria established in the City of Houston Comprehensive Plan;
Staff Finding: Staff finds that granting the Rezone is in alignment with the Comprehensive Plan.

The City of Houston Comprehensive Plan Updated, 2016 identifies a growth and economic development goal for the city and approval of this variance would be in compliance with this goal and its supporting objectives. Allowing this Rezone directly supports the following Growth and Economic Development Objectives:

- Encourage moderate economic growth which will provide a base in Houston adequate to foster employment opportunities with the City
- Provide 10% increased local employment opportunities for residents by encouraging a balanced economic base
- Encourage continued growth of employment in the commercial core of Houston.

2. The proposed change is contrary to the established land use pattern;

Staff Finding: Staff finds that this area is moderately developed With only six out of the eighteen lots on W. Larae Road being developed with homes. 471 S Kenlar Road is surrounded by R-1 and RA-5 with MFR zoning in near proximity.

Rezoning this property from R-1 to MFR is in harmony with development trends in the area considering the proximity to the Schools, Senior living, and the Fire Station 9-2.

3. The proposed change would create an isolated district unrelated to adjacent and nearby districts;

Staff Finding: The Property 471 S Kenlar Road is surrounded by R-1 (north, east and south) and RA-5 to the west. MFR zoning in near proximity, about 835 feet north.

4. The proposed change would materially alter the population pattern and thereby increase or overtax the load on public facilities such as schools, utilities, streets, watershed capabilities, and the like;

Staff Finding: The rezone is not likely to alter the population pattern in the area. The only public facilities that will be impacted will be roads and that will be minimal.

5. The proposed change will adversely influence living conditions in the neighborhood;

Staff Finding: The change will have minimal effect on the surrounding properties.
6. The proposed change will create or excessively increase traffic congestion or otherwise affect public safety;

Staff Finding: The rezone and use of the property will have minimal effect on traffic or public safety.

7. The proposed change could create a drainage or surface water problem;

Staff Finding: The property rezone to MFR is unlikely to affect drainage.

8. The proposed change will seriously reduce access to light and air by adjacent property owners;

Staff Finding: The change will have minimal effect on the surrounding properties.

9. The proposed change will adversely affect property values in the adjacent area;

Staff Finding: The effect if any to surrounding property values is undetermined.

10. The proposed change will be a deterrent to the improvement or development of adjacent property;

Staff Finding: There is no indication that the rezone to MFR will impact the development of surrounding properties

11. The proposed change will constitute a grant of special privilege to an individual owner as contrasted with serving the public welfare;

Staff Finding: The owner previously applied for a variance to put in a single four-plex on the Planning & Zoning commission has determined that the intent of the code and comprehensive plan are better served by rezoning the property to MFR.

12. There are substantial reasons why the property cannot be used in accord with existing zoning;

Staff Finding: The R-1 zoning limits the number of dwellings without a variance. A variance for this case does not adequately serve the intent of HMC Title 10.

13. It is impossible to find other adequate sites in the City for proposed use in districts already permitting such use;
Staff Finding: The owner wants to utilize property based on its close proximity to the property the owner lives at on Hawk Lane.

14. The petitioner for amendment is the owner of the property in question.

Staff Finding: The Planning & Zoning Commission has initiated the land use amendment to properly discharge the intent of Houston Municipal Code. The owner was informed on 5/31/2019 via email and phone call of the intent of P&Z Commission to rezone the property. The owner is in agreement with this course of action.

V. SUMMARY AND RECOMMENDATIONS:

Based upon the elements above, Public Works Staff recommends that the rezone from Single-family and two-family residential district (R-1) to Multi-Family Residential (MFR) is approved.

CITY OF HOUSTON

Raymond Russell
Public Work Director
Cc: Houston Planning Commission
I. INTRODUCTORY SUMMARY

Applicant: Houston Planning & Zoning Commission

Land Owner(s): Lynda Plettner

Request: Land Use Amendment Single-family and two-family residential district (R-1) to Multi-Family Residential (MFR).

Location: 471 S Kenlar Road

Parcel Size: 3.01 acres

Zoning District: R-1 – Single-family and two-family residential district.

II. RECOMMENDED ACTION

Rezone from R1 to MFR

III. SUMMARY OF REQUEST

The Planning and Zoning Commission has initiated a Rezone / Land Use Amendment to rezone from Single-family and two-family residential district (R-1) to Multi-Family Residential (MFR).

IV. FINDINGS OF FACT

HMC 10.08.040 Report from the Planning Commission; Governs the procedures and general standards for Rezone/Land Use Amendments City land use requirements. These requirements, and Commission findings regarding each of them, are as follows:

HMC 10.08.040(B)(1) B. Such report shall give consideration as to what effect the proposed change would have on the public health, safety, welfare and convenience, and show whether or not:
1. The proposed change would be contrary to the goals, objectives and criteria established in the City of Houston Comprehensive Plan;

Commission Finding: The Commission finds that the change would not be contrary to the goals, objectives, and criteria established in the City of Houston Comprehensive Plan. As the Comprehensive plan states, on page 37, in the Future Conditions and Land Use Needs section, the City of Houston population will continue to grow up to 2% between the current year and 2035. Establishing more multi-family residential properties in the City will support housing growth as the population increases.

2. The proposed change is contrary to the established land use pattern;

Commission Finding: The Commission finds that the proposed change is not contrary to the established land use pattern. The neighborhood has long contained MFR properties and this neighborhood is close to schools and the main highway running through the community.

3. The proposed change would create an isolated district unrelated to adjacent and nearby districts;

Commission Finding: The Commission finds that the proposed change would not create an isolated district unrelated to adjacent and nearby districts. For over a decade properties in the same subdivision have been used a multi-family residential property.

4. The proposed change would materially alter the population pattern and thereby increase or overtax the load on public facilities such as schools, utilities, streets, watershed capabilities, and the like;

Commission Finding: The Commission finds that the proposed change would not materially alter the population pattern and thereby increase or overtax the load on public facilities such as schools, utilities, streets, watershed capabilities, and the like.

5. The proposed change will adversely influence living conditions in the neighborhood;

Commission Finding: The Commission finds that the proposed change will not adversely influence living conditions in the neighborhood.

6. The proposed change will create or excessively increase traffic congestion or otherwise affect public safety;

Commission Finding: The Commission finds that the proposed change will not create or excessively increase traffic congestion or otherwise affect public safety.
7. The proposed change could create a drainage or surface water problem;

Commission Finding: The Commission finds that the proposed change would not create a drainage or surface water problem

8. The proposed change will seriously reduce access to light and air by adjacent property owners;

Commission Finding: The Commission finds that the proposed change will not reduce access to light and air by adjacent property owners.

9. The proposed change will adversely affect property values in the adjacent area;

Commission Finding: The Commission finds that the proposed change will not adversely affect property values in the adjacent area.

10. The proposed change will be a deterrent to the improvement or development of adjacent property;

Commission Finding: The Commission finds that the proposed change will not be a deterrent to the improvement or development of adjacent property.

11. The proposed change will constitute a grant of special privilege to an individual owner as contrasted with serving the public welfare;

Commission Finding: The Commission finds that the proposed change will not constitute a grant of special privilege to an individual owner as contrasted with serving the public welfare.

12. There are substantial reasons why the property cannot be used in accord with existing zoning;

Commission Finding: The property is currently in use as an R-1 property.

13. It is impossible to find other adequate sites in the City for proposed use in districts already permitting such use;

Commission Finding: The Commission finds that the rezone of this parcel to MFR is logical given the existing uses of properties established in the neighborhood.
14. The petitioner for amendment is the owner of the property in question.

Commission Finding: The Commission finds that the petitioner for amendment is the owner of the property in question.

V. SUMMARY AND RECOMMENDATIONS:

Commission Finding: The Commission finds that the rezone of the parcel in question from R1 to MFR is in keeping with the City’s goals and plans for further development.

Recommendations: No more than one multi-family dwelling unit of up to 4 units may be placed on this parcel at any given time without written permission of the Planning and Zoning Commission and the City Council sitting as the City Zoning Board.