

Planning & Zoning Commission Meeting Minutes
City of Spring Valley Village
Tuesday, July 12, 2022

- 1. The Planning & Zoning Commission meeting was called to order by Vice Chair Anne-Marie McMichael at 7:00 p.m. in the Council Chambers of City Hall, 1025 Campbell Road, Houston, Texas.**

Planning & Zoning Members present at City Hall:

Anne-Marie McMichael, Vice Chair
John Lisenby
Maryellen McGlothlin
Jim Autenreith (arrived at 7:06 p.m.)
Louise Richman

A quorum was present.

City Officials present:

Zach Meadows, Director of Community Development
Loren Smith, City Attorney
Carianne Livengood, Development Services Coordinator

- 2. Approval of meeting minutes for regular meeting October 12, 2021**

Mr. Lisenby made the motion to approve the minutes. Ms. McGlothlin seconded the motion. The motion carried 4 to 0.

- 3. Conduct a public hearing concerning:** Ordinance No. 2022-XX: an ordinance of the City of Spring Valley Village, Texas granting a specific use permit for property located at 1010 Campbell Road within the corporate limits of the City of Spring Valley Village for the use of the property for exam preparation and tutoring services; providing for severability; providing a penalty in an amount not to exceed \$2000.00 per day with each day constituting a new violation; and providing a severability clause and an effective date.
 - a. Presentation of Specific Use Permit by applicant
 - b. Those in favor
 - c. Those opposed
 - d. Adjourn public hearing

Ms. McMichael opened the public hearing at 7:02 p.m.

Ms. Renee Kaiser spoke on behalf of the applicant, Linh Davis. The property owner is Dr. Suhyun An, DC, MSN, NP-C. Mr. Meadows noted that there is not a second floor and they cannot do a second floor as that requires another SUP. Ms. McMichael asked for speakers. A comment was that there was no objection to the application.

Ms. McMichael closed the public hearing at 7:05 p.m.

- 4. Consideration and possible action concerning:** Ordinance No. 2022-XX: an ordinance of the City of Spring Valley Village, Texas granting a specific use permit for property located at 1010 Campbell Road within the corporate limits of the City of Spring Valley Village for the use of the property for exam preparation and tutoring services; providing for severability; providing a penalty in an amount not to exceed \$2000.00 per day with each day constituting a new violation; and providing a severability clause and an effective date.

Discussion and questions from the Planning & Zoning Members followed.

- Ms. McMichael asked what the hours of operation were. They are 3:30 p.m. to 7:30 p.m. At this point, no tutoring will be done on the weekends though there may be a half day on Saturday in the future. Tutoring is not a taxable activity.
- Ms. McGlothlin asked about summer hours. Will need to confirm that with the owner.
- Parking concerns were expressed. This is mainly a “drop-off” type of operation.
- Ms. Richman asked how many employees there were. The plans are to have up to four full time employees.
- Ms. McMichael commented there are two restaurants in the area, but they tend to be pick-up only so probably all their allotted parking spaces will not be used. Ms. McMichael said it would be good to encourage staff to park on the side lines and to leave the front spaces for clients/customers.
- Mr. Autenreith asked about the buildout as it shows an open concept plan.
- Mr. Lisenby agrees with all that has been said.

Mr. Lisenby made the motion with the addition of having employees park at the end. Ms. McGlothlin seconded the motion. The motion carried 5 to 0.

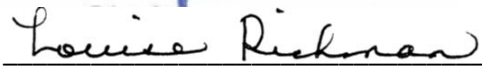
5. Discussion and direction concerning: Amendments to Chapter 9, Subdivisions, of the Code of Ordinances of the City of Spring Valley Village.

Mr. Meadows opened the discussion of this item with a brief explanation. House Bill 3167 made significant changes to subdivision regulations for all cities in Texas. One of the changes is to remove any reference to “preliminary plats.” The regulations refer to how long a city can “sit on” a plat before it would go to being approved automatically. Mr. Smith said there were three choices with plat approvals: approve: approve with conditions; disapprove. It also deals with the timing of plat approvals. The City is trying to arrange the time for getting the information to Planning & Zoning. It will be strongly encouraged to have complete submittals. There is a maximum of 60 days. Mr. Meadows said that the “radial lot” definition has changed; it is simpler but the side setbacks, etc. still stand. The City is working on cleaning up these items. Planning & Zoning expressed its appreciation for bringing this item forward for a preview.

6. Adjournment

Ms. McGlothlin made the motion to adjourn. Mr. Autenreith seconded the motion. The motion carried 5 to 0. The meeting was adjourned at 7:28 p.m.

Signed: 
Trey Hoffman, Chairman

Attest: 
Louise Richman, Secretary