Members Present:
  Kyle LaPointe, Chairman
  Erick Sabin, Place 1
  Jonathan Mercer, Place 2
  Jackson Durham, Place 3
  Sherry Utchell, Alternate 1

Members Absent:
  Ricky Head, Place 5

Staff
  Jason Moore, Assistant City Manager
  Kay Duffy, Development Coordinator

City Attorney
  James Donovan

1. CALL TO ORDER
   Chairman LaPointe called the meeting to order at 5:30 p.m.

2. ROLL CALL AND DETERMINATION OF A QUORUM.
   Chairman LaPointe noted that a quorum was present.

3. APPROVAL OF THE NOVEMBER 6, 2017 MEETING MINUTES
   A motion was made by Commission Member Jonathan Mercer to approve the minutes, Sherry Utchell added a second and all approved.

4. DISCUSSION ITEMS
   A. UPDATE ON GIBSON & GIBSON PROPERTY AT POPPLEWELL AND BAKER BLVD
      John Pitstick of Our Country Homes is still looking at probable costs for the project and did not join us for the meeting.

   B. FENCING MATERIALS
      Commission members were provided notes on fence policy from surrounding communities. Mr. Lapointe pointed out that the Richland Hills policy for front yard fencing is worded poorly and we might ask City Council to clarify the verbiage in the future. Jason Moore reminded us that the reasons we brought the fence policy to the commission is because of the cedar wood requirement and because there is a “loophole” in our policy that allows a homeowner to replace less than 50% of their fence without a permit, without a time limit for replacing the remainder.

      The City Attorney suggested that P&Z make a motion to ask City Council to consider our suggestions to changes to fence policy – as the fence regulations sit outside the zoning ordinance we do not have power to make changes directly, they must come from
the Council. Kyle suggested at least a year timeframe be added and perhaps we stipulate a longevity of material, instead of specifying cedar. Mr. Mercer added that cedar wood will last considerably longer than a pine fence. Metal posts are also seen as a good option for increasing the longevity of our fences. Erick Sabin voiced concerns about the wording of the 20 foot setback for front, decorative fencing and the restriction on gates to keep the same height and screening as the fence which potentially limits the possibility for arched, decorative, or wrought iron gate.

5. EXECUTIVE SESSION
No executive session was required at this meeting.

6. SET THE DATE AND TIME OF THE NEXT REGULARLY SCHEDULED COMMISSION MEETING
Chairman LaPointe suggested that next month’s meeting be postponed by a week as the regular meeting time would fall on New Year’s Day. The following Monday, January 8th, is a City Council meeting so the suggestion was made that the Commission hold a joint session with City Council. Staff will check to see if that is feasible and will advise the commission members when a final date is determined for the next meeting.

7. ADJOURN
With no further business to be discussed, Chairman LaPointe closed the meeting at 6:02 p.m.

ATTEST                                           APPROVED

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Kay Duffy, Development Coordinator           Kyle LaPointe, Chairman