1. CALL TO ORDER

Chairman LaPointe called the meeting to order at 6:30 p.m.

2. ROLL CALL AND DETERMINATION OF A QUORUM

Chairman LaPointe, constituting a quorum, at which time the following business was conducted:

3. APPROVAL OF THE JANUARY 9, 2016 MEETING MINUTES

Motion: Motion was made by Vice Chairman Athena Campbell, and seconded by Member David Baker to approve.

Motion carried by a vote of 4-0.

4. WORK SESSION ITEMS FOR DISCUSSION

A. Discuss potential amendments to the Code of Ordinances. No Action will be taken.

Don Dixson, Chief Building Official gave a presentation to the commission regarding potential amendments to the Zoning Ordinance.
1. **Zoning Ordinance**
   a. **Section 4.02.01 - Accessory Structures**

(2) **Location**
   (a) Accessory structures shall meet the following setback requirements:
      1. **Front.** The front setback shall be behind the front of the principal structure building face.
      2. **Rear.** The rear setback shall be five feet from the property line or out of easement, whichever establishes a greater setback.
      3. **Side.** The side setback shall be five feet from the property line or out of easement, whichever establishes a greater setback, for interior lots, and 15 feet from the property line where a lot is adjacent to a side street. **The accessory structure shall be behind the rear face of the primary structure.**

Vice Chairman, Athena Campbell agreed with staff on the placement of the proposed change for Accessory Structure, stating it was never the intent for the commission to allow Accessory Structures on the side or the front of the primary structure.

b. **Section 4.02.01(c) - Non-Residential Carports**

Staff asked for the commission to clarify their intent on Carports in the Non-Residential Districts.

Chairman, Kyle LaPointe agreed with staff that Carports are not allowed in Non-Residential.

c. **Article 8 Definitions; including, but not limited to definitions related to accessory structures, floor area, corrugated metal siding/roofing, masonry construction, and carports.**

Staff recommended adding the definition of Corrugated Metal Siding.

A metal panel varying in width and shaped into alternating parallel grooves and ridges. 2. Being wavy, curly, billowy, undulatory along the length of the metal panel.

2. **Appendix A – Fee Schedule Amendment - Planning Fee’s**

Staff presented the proposed Fee Schedule for services we do not currently charge for or the need to re-evaluate the current fee charges.
Chairman, LaPointe agreed with staff and recommended that we move forward with the proposed changes.

5. **EXECUTIVE SESSION:** Pursuant to section 551.071 of the Texas Government Code (a/k/a the Texas Open Meetings Act), the commissioners may meet in executive session at any time to receive advice from the City Attorney on a matter in which the duty of the attorney to the Commission under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the provisions of the Texas Open Meetings Act, including the following:

None at this time.

6. **SET THE DATE AND TIME OF THE NEXT COMMISSION MEETING:**

   Monday, March 13, 2017 at 6:30 p.m.

7. **ADJOURN**

   **Motion:** Motion was made by Member David Baker and seconded by Vice Chairman Athena Campbell to adjourn.

   Motion carried by a vote of 4-0.

There being no further business to come before the Commission, Chairman LaPointe adjourned the meeting at 7:15 p.m.

**ATTEST**

Rachel Powell, Admin. Assistant

**APPROVED**

Kyle LaPointe, Chairman