



**PLANNING & ZONING COMMISSION  
SPECIAL MEETING  
OCTOBER 17, 2006  
CITY HALL, 2610 SOUTH MAIN  
STAFFORD, TEXAS  
7:00 P.M.**

The Planning and Zoning Commission met in special session at Stafford City Hall at 7 p.m. on October 17, 2006.

**Present:**

Alma Birdwell, Chairman  
Joseph Olickan, Vice Chairman  
Joe Rome, Secretary  
Virginia Rosas  
Felix A. Vega  
Fred Woolridge

Gene Bane, Director of Bldg Permits & Nuisance  
Abatement/Zoning Administrator  
Jo Ann Holloway, P & Z Recording Secretary  
Scott Bounds, Attorney – Olson & Olson

**Absent:**

Christine Rector

**1. Roll Call.**

All commissioners were in attendance except Christine Rector.

**2. Discussion and possible action to adopt a form checklist to be used when considering an application for a Specific Use Permit.**

Fred Woolridge asked if the item on the Check List (accessibility for vehicular and pedestrian traffic, including the condition of streets, alleys and sidewalks and other means of ingress and egress to public streets) was detailed enough to cover traffic patterns.

Gene Bane indicated that the language for street issues was detailed enough and noted that there may be times when a traffic study could still be required. Mr. Bane also noted that more detailed issues would be addressed as needed.

Joe Rome recommended that Gene Bane present to the Commission anything that appears to be advantageous for staff review. Mr. Rome also noted that it is doubtful if a final document will ever be attained since legislative rules constantly change; therefore, this would be a living document.

Joseph Olickan asked if additions could be made to the checklist in the future.

Scott Bounds stated that future changes could be made.

**Joseph Olickan made a motion to adopt the checklist as presented to be used when considering an application for a specific use permit. Fred Woolridge seconded the motion with all present voting in favor.**

**3. Discussion and possible action to adopt an introductory statement to be made prior to opening public hearings.**

**Joe Rome made a motion to adopt, as presented, the introductory statement for opening public hearings. Felix Vega seconded the motion with all present voting in favor.**

**4. Discussion and possible action regarding possible amendments to a zoning regulation or district boundary under the provisions of the zoning ordinance related to general assembly occupancies.**

Scott Bounds introduced a document that summarized previous legal advice offered during Planning & Zoning Commission and City Council meetings related to land use regulations affecting religious facilities.

Discussion ensued regarding:

- Treatment of all A-3 occupancies based upon income generation;
- Regulation of Island area land uses and A-3 incompatibility with adjacent land uses;
- Areas where religious facilities are currently permitted;
- Adverse consequences of store-front churches;
- Possible restriction of similar assembly group occupancies to specific land use districts and ways to congregate or encourage other similar A-3 assembly group occupancies to build in certain areas;
- Protection of valuable commercial property and thoroughfare restriction concerns;
- Imposition of distance limitations from other establishments or land uses such as those that serve liquor;
- Off-street parking requirement concerns;
- Possible increase of permit fees to include recovery of City's costs incurred to process SUPs;
- Encouragement of commercial development and ways to attract desirable occupancies;
- Planning & economic development and use of over-lay districts;
- Feedback from City Council on matters submitted as recommendations by the Commission.

No action was taken on item 4 pending City Council's consideration of the summary of legal advice.

**5. Adjournment.**

**Joe Rome made a motion to adjourn the meeting at 8:15 p.m. Fred Woolridge seconded the motion with all present voting in favor.**