I. OPEN MEETING
   A. Roll Call – Declaration of a Quorum
   B. Pledge of Allegiance.

II. CITIZENS and GUEST FORUM / PRESENTATIONS
   To address the P&Z Commission, please sign the Attendance Roster located on the table at the entrance of the Council Chamber. In accordance with the Open Meetings Act, the P&Z Commission may not discuss or take action on any item which has not been posted on the agenda.
   A. Citizens to be heard.

III. CONSENT AGENDA
   All of the following items are considered to be routine by the P&Z Commission, there will be no separate discussion on these items and will be enacted with one motion. Items may be removed by any Commissioner by making such request prior to a motion and vote.
   A. Approval of the February 13, Regular Meeting Minutes. Pg. 2

IV. CONSIDERATION/DISCUSSION ITEMS
   A. Consideration and possible action recommending the approval of a Preliminary Plat establishing Elkhorn Ridge Unit 5.

      Ron Emmons, P.E., Public Works Director Pgs. 3-5

V. REPORTS FROM STAFF
   A. None.

VI. ADJOURNMENT

Signature of Agenda Approval: [Signature]

I, Christina Picioccio, City Secretary, certify that the above Notice of Meeting was posted on the outside bulletin board at the Fair Oaks Ranch City Hall, 7286 Dietz Elkhorn, Fair Oaks Ranch, Texas, and on the city’s website www.fairoaksranchtx.org, both places being convenient and readily accessible to the general public at all times. Said Notice was posted by 5:00 PM, March 9, 2020 and remained so posted continuously for at least 72 hours before said meeting was convened.

The Fair Oaks Ranch City Hall is wheelchair accessible at the side entrance of the building from the parking lot. Requests for special services must be received forty-eight (48) hours prior to the meeting time by calling the City Secretary’s office at (210) 698-0900. Braille is not available.
I. OPEN MEETING
   A. Roll Call:
      Present: Chairperson Michael Rey and Vice-Chairperson Frank Trapasso
      Commissioners: David Horwath, Douglas Leonard, Dale Pearson, Bobbe Barnes, and Linda Tom
      With a quorum present, the meeting was called to order at 6:31 PM.
   B. The Pledge of Allegiance was led by Vice-Chairperson Frank Trapasso.

II. CITIZENS AND GUEST FORUM / PRESENTATIONS
   A. There were no citizens to be heard.
   B. The City Manager, Tobin Maples., introduced the City Planning Consultant, Lata Krisnarao, AICP, LEED ND, with Gunda Corporation.
   C. The City Secretary, Christina Picioccio, introduced the new Deputy City Secretary, Amanda Valdez.

III. CONSENT AGENDA
   A. Approval of the December 12, 2019 Regular Meeting Minutes.
      MOTION: Made by Commissioner Tom, seconded by Commissioner Leonard to approve the minutes as written.
      VOTE: 7-0, Motion Passed

IV. DISCUSSION/CONSIDERATION ITEMS
   A. Consideration and possible action recommending the approval of a Final Plat establishing Front Gate Unit 5.
      MOTION: Made by Commission Leonard, seconded by Commissioner Pearson to recommend approval of the Final Plat establishing Front Gate Unit 5.
      VOTE: 7-0; Motion Passed

V. REPORTS FROM STAFF
   A. The City Secretary, Christina Picioccio, provided an update on the status of the P&Z Rules and Procedure requested changes. She noted that City Council was reviewing the process of appointing new members to all city boards and commissions and was expected to provide staff with direction. Staff will update the Commission once information is known.

VI. ADJOURNMENT
   Chairperson Michael Rey adjourned the meeting at 7:11 PM.

___________________________________________
   ATTEST: Michael Rey, Chairperson

___________________________________________
   Christina Picioccio, City Secretary
AGENDA TOPIC: Consideration and possible action recommending the approval of a preliminary plat that establishes Elkhorn Ridge Unit 5

DATE: March 12, 2020

DEPARTMENT: Public Works

PRESENTED BY: Ronald C. Emmons, P.E., Public Works Director

INTRODUCTION/BACKGROUND:

In January 2020, a Preliminary Plat, establishing Elkhorn Ridge Unit 5, was submitted to the Public Works Department by Vickrey and Associates, Inc. This tract of land is generally located in the north part of the Elkhorn Ridge private subdivision. This subdivision is the sixth unit in the Elkhorn Ridge subdivision. Pertinent information regarding the progress of the subdivision can be found in the table below:

<table>
<thead>
<tr>
<th>Elkhorn Ridge Unit</th>
<th>Final Plat Approval Date</th>
<th>Total Area (ac)</th>
<th>Residential Lots</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>11/16/2015</td>
<td>30.10</td>
<td>61</td>
</tr>
<tr>
<td>2</td>
<td>4/4/2017</td>
<td>4.54</td>
<td>18</td>
</tr>
<tr>
<td>3</td>
<td>6/20/19</td>
<td>4.62</td>
<td>15</td>
</tr>
<tr>
<td>5</td>
<td>-</td>
<td>16.29</td>
<td>47</td>
</tr>
<tr>
<td>6A</td>
<td>5/17/2018</td>
<td>4.62</td>
<td>15</td>
</tr>
<tr>
<td>9</td>
<td>5/17/2018</td>
<td>23.93</td>
<td>43</td>
</tr>
<tr>
<td>4, 6B, 7, 8</td>
<td>-</td>
<td>23.90</td>
<td>112</td>
</tr>
<tr>
<td>*Total</td>
<td>-</td>
<td>108</td>
<td>311</td>
</tr>
</tbody>
</table>

*All values are based on the original master plan and may be subject to change.

In January 2014, the City of Fair Oaks Ranch entered into a development agreement with Elkhorn Ridge SA, LLC for the development of 311 single family residential lots as part of the Elkhorn Ridge subdivision. The referenced agreement stated the following regarding lot size dimensions: “In general all lots are approximately one hundred twenty feet (120 ft) in depth at a minimum with 148 lots being approximately fifty-five (55 ft) wide, 91 lots being approximately sixty-five (65ft) wide and 72 lots being approximately eighty feet (80 ft) wide as measured from the front building setback line.”
After review and comments, Vickrey and Associates submitted an updated preliminary plat and applicable supporting documentation. The updated preliminary plat has satisfied all of the requirements of the City's Subdivision Ordinance.

The Public Works Department recommends approval of the preliminary plat that establishes Elkhorn Ridge Unit 8.

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

Article II, Section 2 of the City Subdivision Ordinance titled, Processing of the Preliminary Plat contains the following:

A. **Staff Review.**
City Staff will inspect the preliminary plat to verify that it conforms to all of the requirements of this ordinance. The Subdivider will be informed in writing by the City Administrator of any deficiencies in the preliminary plat.

B. **Recommendation by the Fair Oaks Ranch Public Works Department.**
The Fair Oaks Ranch Public Works Department shall conditionally recommend approval or disapproval of the preliminary plat at their next scheduled meeting on which a complete plat submission is received by the City Administrator. The Public Works Department’s recommendation of approval of the preliminary plat shall not constitute final acceptance of the final plat but is authority to proceed with the preparation of the final plat. If any major changes are required by the Public Works Department, the Public Works Department may require submission of another preliminary plat.

C. **Expiration of Plat Approval Recommendation.**
The approval recommendation of the preliminary plat shall expire one year from the date of the initial recommendation.

**LONGTERM FINANCIAL & BUDGETARY IMPACT:**

N/A

**LEGAL ANALYSIS:**

Sec. 212.006 (a) of the Texas Local Government Code titled, Authority Responsible for Approval Generally, states the following:

“The municipal authority responsible for approving plats under this subchapter is the municipal planning commission or, if the municipality has no planning commission, the governing body of the municipality. The governing body by ordinance may require the approval of the governing body in addition to that of the municipal planning commission.”

**RECOMMENDATION/PROPOSED MOTION:**

I move to recommend approval of the preliminary plat that establishes Elkhorn Ridge Unit 5.