



**AGENDA
CITY OF WINDCREST, TEXAS**

**SPECIAL JOINT CITY COUNCIL /
PLANNING & ZONING MEETING**

February 07, 2014

10:30 A.M.

NOTICE IS HEREBY GIVEN THAT A SPECIAL JOINT WINDCREST CITY COUNCIL & PLANNING & ZONING MEETING WILL BE HELD AT WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS ON THE 7th DAY OF FEBRUARY 2014 STARTING AT 10:30 A.M. DURING THE MEETING THE FOLLOWING SUBJECTS WILL BE CONSIDERED AND THE COUNCIL MAY TAKE ACTION ON ANY OF THE LISTED SUBJECTS.

THE CITY COUNCIL RESERVES THE OPTION TO RECESS THE MEETING DURING THE EVENING OF FEBRUARY 7, 2014 AND TO RECONVENE THE MEETING ON THE FOLLOWING DAY, FEBRUARY 8, 2014 AT 9:00 A.M. AT THE WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS.

IT IS ANTICIPATED THAT MEMBERS OF OTHER CITY BOARDS, COMMISSIONS AND COMMITTEES MAY ATTEND THE MEETING IN NUMBERS THAT MAY CONSTITUTE A QUORUM OF SUCH OTHER CITY BOARDS, COMMISSIONS AND COMMITTEES, SO THAT NOTICE IS HEREBY GIVEN THAT THE MEETING IS ALSO A MEETING OF THE OTHER CITY BOARDS, COMMISSIONS AND COMMITTEES WHOSE MEMBERS ARE IN ATTENDANCE. THE MEMBERS OF THE OTHER CITY BOARDS, COMMISSIONS AND COMMITTEES MAY PARTICIPATE IN DISCUSSIONS WHICH OCCUR AT THE MEETING, BUT NO ACTION WILL BE TAKEN BY THE OTHER BOARDS, COMMISSIONS AND COMMITTEES WHOSE MEMBERS ARE IN ATTENDANCE.

Ordinance No. 618 (09/20/10), Repealing Ordinance No. 593

At all City Council, City Commission or City Board meetings, the agenda shall include a "citizens to be heard" item. It is suggested that Citizens wishing to speak during this item sign in on the sign up roster prior to the meeting. During "citizens to be heard" comments, each individual may speak on an agenda item or any other matter affecting the city. In addition to the "citizens to be heard" portion of meetings, a person may make comments on agenda items prior to the vote on the agenda item. A member of the public will have a total of six (6) minutes to be heard during a City Council, City Commission or City Board Meeting. This does not include any responses from the body. The six (6) minutes time limit authorized herein may not be transferred to another speaker in whole or in part. The presiding Officer or his/her designee will assign a

Time Keeper to each meeting. The Time Keeper will maintain strict compliance of the six (6) minute rule, stopping speakers who exceed the allotted time. As authorized by Section 551.042 of the Texas Government Code, the Presiding Officer may direct a City Official to make: a statement of specific factual information in response to an inquiry made by a member of the public or of the City Council, or; a recitation of existing policy in response to an inquiry made by a member of the public or the City Council. Any deliberation or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. Any question posed by a Citizen, Council Member, Board Member or Commission Member for which an answer is not available at a meeting shall be answered by a member of the staff or Presiding Officer at the next regular meeting of the Body, if an answer is reasonably available and prudent. If the information is sensitive, staff will seek advice from the City Attorney.

REQUEST ALL PAGERS AND CELL PHONES BE TURNED OFF, EXCEPT EMERGENCY ON-CALL PERSONNEL. CITIZENS ARE ASKED TO REFRAIN FROM TALKING DURING COUNCIL PROCEEDINGS.

Meeting Chair: please remind each participant in your meeting that they must speak into a microphone; the recording is the Official Minutes of your meeting and all who speak must be recorded. All guest speakers and citizens to be heard must speak from podium. Please interrupt speakers during meeting if you recognize that they are not speaking into microphone and have them do so.

I. Call to Order, Pledge of Allegiance, Invocation and Announcement

II. Citizens to be Heard on Subsequent and Non-Subsequent Agenda Items

1. A member of the public will have three (3) minutes to discuss non-subsequent agenda items.
2. A member of the public will have six (6) minutes to discuss subsequent agenda items.
3. City Council may discuss and respond to current and past agendas on subsequent and non-subsequent agenda items by citizens to be heard.

III. Discuss and Act

1. City Council will consider conditional approval or disapproval of a preliminary plat for Lots 1 and 2, Block 114, Windcrest Unit 28, City of Windcrest, Bexar County, Texas.
2. The Planning and Zoning Commission will consider approval or disapproval of the final plat for Lots 1 and 2, Block 114, Windcrest Unit 28, City of Windcrest, Bexar County, Texas.
3. The City Council will consider approval or disapproval of the final plat for Lots 1 and 2, Block 114, Windcrest Unit 28, City of Windcrest, Bexar County, Texas.

IV. General Announcements & Future Agenda Items Requested

Per Ordinance No. 618, repealing Ordinance No. 593; Section 9: Every agenda shall include an item entry granting a member the opportunity to propose an item for consideration of future agendas for Regular or Special Meetings. Any member may request the inclusion of such items at any meeting.

V. Adjournment

The City Council reserves the right to retire into executive session whenever it is considered necessary and legally justified under the Texas Government Code, Subchapter D, Sections 551.071 et. seq. including, but not limited to, consultation with attorney, real property, prospective gifts, personnel matters, exclusion of witness, security devices, and economic development matters.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the City Council of the City of Windcrest is a true and correct copy of said Notice and was posted on the bulletin board at City Hall of said City in a convenient place to the public and said Notice was posted more than seventy-two hours prior to the meeting on February 7, 2014.

By:  , City Secretary

In compliance with the Americans With Disabilities Act, the City of Windcrest Council Chambers are wheelchair accessible, and accessible parking spaces are available. The City of Windcrest will provide for reasonable accommodations for persons attending City Council meetings. To better serve you, requests should be received 48 hours prior to the meetings. Please contact Kelly Rodriguez, City Secretary, at 210-655-0022 ext. 2150 or Fax 210-655-8776.

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the ____ February, 2014.

____ Title: _____



YOUNG PROFESSIONAL RESOURCES - 8100 ROUGHRIDER DR. STE. 104 WINDCREST, TX. 78239
FIRM F-8635 TELE: 210-590-9215 CELL: 210-373-3204 FAX: 210-590-9346

Ms. Kelley Rodriguez
City Secretary
City of Windcrest
8601 Midcrown
Windcrest, Texas

February 4, 2014

Re: **SUBDIVISION RE-PLAT- WINDCREST UNIT 28 (PRELIMINARY PLAT REVIEW)**
4.289 Acres

Dear Ms. Rodriguez,

Young Professional Resources has completed its review of the preliminary plat for the referenced development as submitted by Bury Inc.

We find that the preliminary plat conforms to all the requirements set forth in Windcrest City Codes except for the following items.

1. The Code requires a "Date of preparation" to be included on the plat. Example: "Plat prepared February __, 2014". (Code 19.202 (4)(F))
2. Preliminary plat is required to be submitted on 22x36 inch sheets (Code 19.202 (4)) Engineer should review this section for 'form and content' requirements.
3. Plat does not show the proposed location and width of driveway(s) connecting to I-35 Access Road. Engineer needs to coordinate access with TXDOT and show location(s) and dimensions on plat.
4. There is no driveway shown to connect to Four Winds Dr. If there is a proposed access off of Four Winds Drive it should be shown with all of its dimensions.
5. Not all easement widths are shown on plat. Recheck all easements for widths and show them on the plat.
6. Setback lines are not shown on the plat. Setback lines are required to be shown on plat.
7. Location Map is not to scale. The map must be at a scale no more than 4000' to an inch (1:4000).

Young Professional Resources is giving conditional approval of this plat and recommending that this preliminary plat be submitted to the Planning and Zoning Commission and City Council for review and consideration. The Developer/Engineer must address all of the aforementioned items in its submittal of a final plat.

YPR has discussed all of the comments with the Sr. Project Manager, Mary Jane Phillips, P.E. (Bury Inc.) and advised her that we will be issuing this conditional approval letter.

If you have comments or questions please contact Christopher Boentges, P.E. or me at (210) 590-9215.

Sincerely,

Leonard D. Young, P.E.

President - Young Professional Resources

Cc: Rafael Castillo – City of Windcrest
Mary Jane Phillips – Bury Inc.