

CITY OF DEER PARK
PLANNING COMMISSION

Regular Meeting
Minutes
October 14, 2019
7:00 pm

NOTE: This agenda is subject to change in order to conduct business in a timely fashion.

1. ROLL CALL: Members Present: Ella Harper, Alan Bain, Jeff Frank
Bill O'Dea, Cathy Elmore

2. AGENDA APPROVAL:
Motion to approve the agenda as presented.
Motion carried: 5 – 0.

3. APPROVAL OF PREVIOUS MEETINGS MINUTES:
Motion to approve the minutes from the September 9, 2019 meeting as presented.
Motion carried: 5 – 0.

4. PUBLIC HEARING:
Chairman Bain recessed the meeting at 7:01 PM to open the public hearing.
 - a. Habitat for Humanity Short Plat request 2019-4 and 2019-5.
Staff presented the application and noted the public notification process for the applications completed by staff of Habitat and the City.
Further staff noted no comments for the record have been received on the requests.
Chairman Bain noted no one in the audience to present comment on the proposal and closed the hearing at 7:03 PM, and returned to the meeting agenda.

5. BUILDING PERMITS:
 - a. Markham Homes request for permit for construction of a Single Family Dwelling on Lot 12, Block 3, Haven Heights Addition, located at 1601 E. First Street, File 2019:9:30-1.
Staff discussed the application as submitted.
Motion to approve for zoning.
Motion carried: 4 – 0. Commission Member O'Dea recused himself from the Vote due to potential conflict.

 - b. Washington Estate Services #5 request for permit for construction of a Single Family Dwelling on Lot 2, Block 4, Deer Park Meadows First Addition, located at 1215 N. Park Avenue, File 2019:10:3-1.
Staff discussed the application as submitted.
Motion to approve for zoning.
Motion carried: 5 – 0.

- c. Habitat for Humanity #3 request for permit for construction of a Two Family Dwelling on a portion of 11-28-42 and future Division 4 Hope Meadows Addition, located at 1006 S. Margaret Street, File 2019:10:3-2.
Staff discussed the application as submitted.
Motion to approve for zoning.
Motion carried: 5 – 0.
- d. Washington Estate Services #8 request for permit for construction of a Single Family Dwelling on Lot 2, Block 1, Deer Park Meadows First Addition, located at 1118 N. Park Avenue, File 2019:10:10-3.
Staff discussed the application as submitted.
Motion to approve for zoning.
Motion carried: 3 – 0.
6. CITIZENS COMMENTS ON UNRELATED AGENDA ITEMS: None.
7. COMMISSION MEMBER COMMENTS ON UNRELATED AGENDA ITEMS:
Commission member Bain questioned staff on building and lot clearing happening on S. Forest Street.
8. STAFF REPORT:
 - a. Staff reminded members of the November 11, meeting being a Holiday and verified member attendance if a meeting was needed.
 - b. Staff reminded the members of the public hearing scheduled for October 28, meeting on the Parks Plan update.
9. COMMISSION ACTION ITEMS:
 - a. Habitat for Humanity Short Plat Request 2019-4.
Staff discussed the application and materials within the staff report.
Chairman Bain led the discussion through development of the Findings of Fact.
Motion to Approve Short Plat Request 2019-4 as presented, Adopt the Findings of Fact, and Recommend to the City Council for Approval.
Motion carried: 5 – 0.
 - b. Habitat for Humanity Short Plat Request 2019-5.
Staff discussed the application and materials within the staff report.
Chairman Bain led the discussion through development of the Findings of Fact.
Motion to Approve Short Plat Request 2019-4 as presented, Adopt the Findings of Fact, and Recommend to the City Council for Approval.
Motion carried: 5 – 0.
10. ADJOURNMENT: The meeting was adjourned at 7:20 PM.



Alan Bain, Chairman



Roger Krieger, Planning Director