

**MINUTES
PLANNING AND ZONING COMMISSION
March 6, 2023**

The Planning and Zoning Commission of the City of Anna held a meeting at 7:00 p.m. on March 6, 2023, at the Municipal Complex located at 120 W. 7th Street, to consider the following items.

1. Call to Order and Establishment of Quorum

The meeting was called to order at 7:00 p.m.

Commissioners present were Kelly Patterson-Herndon, Dennis Ogan, David Nylec, and Paul Wenzel. Commissioners Michelle Clemens, Staci Martin and Douglas Hermann were absent. Staff present were Ross Altobelli and Salena Tittle. Councilman Pete Cain was also in attendance.

2. Invocation and Pledge of Allegiance

Commissioner Ogan gave the invocation and led the Pledge of Allegiance.

3. Citizen Comments: At this time, any person may address the Planning and Zoning Commission regarding an item on this meeting agenda that is not scheduled for public hearing. Also, at this time any person may address the Commission regarding an item that is not on this meeting agenda. Each person will be allowed up to three (3) minutes to speak. No discussion or action may be taken at this meeting on items not listed on this agenda, other than to make statements of specific factual information in response to a citizen's inquiry or to recite existing policy in response to the inquiry.

There were no speakers.

4. Location Map

Consent Items

A motion was made by Commissioner Wenzel, seconded by Commissioner Ogan to recommend approval of consent items 5-17. The vote was unanimous.

5. Consider/Discuss/Action to approve minutes of the February 6, 2023 Planning & Zoning Commission Meeting.
6. Consider/Discuss/Action on the Nelson Ranch, Block A, Lots 1-6 & Block B, Lot 1, Amending Plat. Applicant: Steve and Sandra Nelson.
7. Consider/Discuss/Action on the Anna Fire Station No. 2, Block A, Lot 1, Minor Plat. Applicant: City of Anna.
8. Consider/Discuss/Action on the Anacapi Laguna, Phase 1, Block A, Lots 1, 2, 3, 4, & 5, Final Plat. Applicant: Anacapi Laguna Azure, LLC.
9. Consider/Discuss/Action on the Anna Ranch, Phase 1C, Final Plat. Applicant: Jordan Horn / Gehan Homes Ltd.
10. Consider/Discuss/Action on the Rodriguez Estates, Block A, Lots 1 & 2, Final Plat. Applicant: J. Roberto Rodriguez.

11. Consider/Discuss/Action on The Grace and Peace Addition, Block A, Lot 1, Final Plat. Applicant: Matt Wood / Grace and Peace Presbyterian Church.
12. Consider/Discuss/Action on the Anna Town Center Addition, Block A, Lots 6R & 12, Replat. Applicant: Brian Bischoff / Chief Partners.
13. Consider/Discuss/Action on the Willow Creek Addition, Phase 1B, Block G, Lots 1R & 2, Replat. Applicant: Marcus Property Company LLC.
14. Consider/Discuss/Action on the Willow Creek Addition, Phase 1B, Block G, Lots 1R & 2, Revised Site Plan. Applicant: Marcus Property Company LLC.
15. Consider/Discuss/Action on the Anna Station, Block A, Lot 1, Preliminary Plat. Applicant: Anna 1340 Holding LLC.
16. Consider/Discuss/Action on the Chambers Grove, Revised Preliminary Plat. Applicant: Stratford Group.
17. Consider/Discuss/Action on the Arden Park Phase 1, Block C, Lot 1X, Site Plan. Applicant: Arden Park Owner TX LLC, a Delaware Limited Liability Company.

Items for Individual Consideration

18. Conduct a Public Hearing/Consider/Discuss/Action on a request for a Specific Use Permit on a portion of one lot on 4.7± acres located on the east side of Victoria Falls Drive, 205± feet north of W. White Street to allow for a Kennel (no outside pens). Applicant: RGR Development Company LP.

Mrs. Tittle introduced the item. The applicant is requesting approval of a specific use permit in order to allow for a kennel with no outside pens.

Commissioner Nylec asked if the proposed business would also include veterinary services.

Mrs. Tittle deferred to the applicant.

The Public Hearing was opened at 7:05 p.m.

The applicant, Mr. Ryan Meeks, approached the podium and advised the Commission that his business was seeking approval of the specific use permit to expand their pet supply and dog grooming business and to provide day care services. He answered Commissioner Nylec's previous question that they would not be offering veterinarian services but maybe in the future. The maximum number of dogs at any given time would not exceed 30 dogs.

Commissioner Ogan asked how many employees they were going to have.

Mr. Meeks answered that they currently have five employees and will be seeking to hire six additional employees for the daycare and three additional groomers.

Commissioner Wenzel asked the applicant what they would be doing to ease concerns about noise.

Mr. Meeks stated that they will be using rubber flooring and are currently installing five-inch drywall with R-13 installation.

Chairwoman Patterson-Herndon asked if the employees would be taking the dogs outside to relieve themselves.

Mr. Meeks informed the Commission that the entire operation would be contained indoors, drainage being cut into the concrete, and utilize industrial “potty-parks”.

Chairwoman Patterson-Herndon asked the applicant to explain how they clean the floors.

Mr. Meeks explained that the business already has an industrial floor scrubber and uses the same cleaning agents as a veterinary clinic. The potty parks also have sprinklers to help disperse the cleaning solution and kill bacteria and all solid waste will be picked up by employees.

Commissioner Ogan inquired if the groomers will be licensed.

The applicant educated the Commission that grooming services are not regulated by the state but will be experienced and would receive training from the American Red Cross certification for pets and animals. Additionally, they will have emergency plans.

Commissioner Nylec asked if the Fire Department needed to be involved because of overnight care of the animals.

Mr. Altobelli explained that the Fire Department is involved anytime an interior remodel of an existing structure occurs.

Chairwoman Patterson-Herndon asked about ventilation.

Mr. Meeks stated it would be a separate system. The applicant’s contractor, David Moya, answered the Commission’s question regarding the 7.5-ton ventilation system that will be reviewed by the Building Official and Fire Department.

Commissioner Ogan expressed concern regarding only two people watching 30 dogs.

The applicant stated that they would not board more than 8 dogs overnight. The business will hire additional staff for the daycare’s open hours from 7 a.m. to 7 p.m. The applicant stated all employees would receive training from the American Red Cross and the business will exceed best practices for grooming and kenneling as defined by the International Boarding and Pet Services Association.

Commissioner Nylec asked if the daycare would be similar to Camp Bow Wow.

The applicant confirmed that it was similar to that and Dogtopia.

Commission Ogan questioned if the customers using the daycare service would also use the grooming.

Mr. Meeks clarified that they are separate services, but it would be possible for a customer to choose to use both services or only one.

Mrs. Tittle stated that staff received one letter in opposition regarding pet waste. Chairwoman Patterson-Herndon stated that the question had been answered by the applicant.

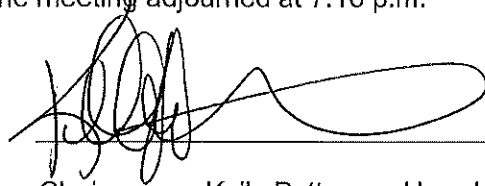
The Public Hearing was closed at 7:14 p.m.

A motion was made by Chairwoman Patterson-Herndon, seconded by Commissioner Nylec to recommend approval of the Specific Use Permit request. The motion passed with a 3-1 vote.

Commissioner Ogan voted in opposition of the motion out of concern for the type of business without a city ordinance regulating the business practices.

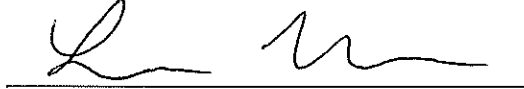
Adjourn

A motion was made by Chairwoman Patterson-Herndon, seconded by Commissioner Wenzel to adjourn the meeting. The vote was unanimous. The meeting adjourned at 7:16 p.m.

A handwritten signature in black ink, appearing to be "Kelly Patterson-Herndon", written over a horizontal line.

Chairwoman Kelly Patterson-Herndon

ATTEST:

A handwritten signature in black ink, appearing to be "Lauren Mecke", written over a horizontal line.

Lauren Mecke, Planning Manager