MINUTES
FAIRVIEW, TEXAS
PLANNING AND ZONING COMMISSION
THURSDAY, OCTOBER 11, 2012

Chairman Campbell called the meeting to order at 9:10 p.m. Commission members present were Pat Friend, Ricardo Doi, Renee Powell, Brad Northcutt, and Debbie Flood. Staff members present were Planning Director, Alan Efrussy; Senior Planner, Ken Schmidt; Town Engineer, James Chancellor; Graduate Engineer, Danielle Gregory; and Town Secretary, Michelle Lewis Sirianni. Commissioner Paul Hendricks was absent.

1. **Consider and take action regarding the minutes of the September 13, 2012 Planning and Zoning Commission meeting.**

   Commissioner Powell and Commissioner Doi stated that they called in corrections prior to the meeting.

   Commissioner Friend made a motion to approve the minutes of the September 13, 2012 meeting as amended. Commissioner Flood seconded that motion and the motion was unanimously approved.

2. **The Planning and Zoning Commission acting as the Tree Board under Ordinance No. 2009-5-5C will receive a report and recommendation(s) from the town landscape administrator and take any necessary action.**

   Mr. Chancellor stated that he currently serves as the town's landscape administrator and a current copy of the ordinance has been provided for the commissioners. Mr. Chancellor stated within the ordinance includes a list of trees that are qualified as 'quality' or 'marginal' trees. The Environmental Committee has reviewed the current list with the assistance of Rick Zampino, a resident of Fairview and master arborist who also serves on the Environmental Committee. They have modified the list with recommended changes for the Tree Board to review. Mr. Chancellor added that the ordinance also outlines tree removal and standards along with homestead exemptions that indicate the removing and replacing requirements of trees. Town staff recommends the approval of the changes to the town's tree preservation ordinance.

   Commissioners also discussed homestead exemptions, who maintains trees that overhang, and if homeowners need to permit the removal of trees in their front yard. Mr. Chancellor responded that the town's Code Enforcement Officer, Robert White, takes care of monitoring and enforcing trees that overhang as well as other code violations relative to trees and/or shrubs.

Commissioner Doi suggested adding mitigation requirements to the ordinance in order to preserve or provide direction to developers within subdivision or commercial properties.

Commissioner Doi made a motion to approve the recommended changes to the town's tree preservation ordinance as well as requesting the town staff to bring back additional mitigation requirements on how trees are removed from utility easements and building footprints of subdivisional or commercial properties. Commissioner Powell seconded that motion and the motion was unanimously approved.

3. Adjourn.

Chairman Campbell adjourned the meeting at 9:33 p.m.

Respectfully submitted,

TOWN OF FAIRVIEW

Michelle Lewis Sirianni
Town Secretary

Brayton Campbell, Chairman
Planning and Zoning Commission