



Department Memo

Planning & Zoning Commission Meeting

DEPARTMENT: Development Services

FROM: Peggy Fisher, Administrative Assistant Sr.

MEETING: December 19, 2023

SUBJECT:

Approve the minutes from November 14, 2023 Regular Session of the Planning & Zoning Commission meeting.

SUMMARY:

Minutes from the November 14, 2023 Regular Session of the Planning & Zoning Commission meeting.

OPTIONS:

Approve as presented

RECOMMENDATION:

Approve the minutes from the November 14, 2023 Regular Session of the Planning & Zoning Commission meeting.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

None

FISCAL IMPACT:

None

STAFF CONTACT:

Peggy Fisher
Recording Secretary
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PLANNING AND ZONING COMMISSION

November 14, 2023
MINUTES

Roll Call

Commissioners Present

David Hadley
Dan Taylor
Cobi Tittle
Ashley Brookman
Bill Janusch
Clint Faram
Todd Hulse
Michael Kurmes
Bobby Reading

Commissioners Absent

Michael Tune

Staff

Matt Ribitzki, City Attorney
Tony McIlwain, Director Development Services
Emilio Sanchez, Assistant Director Development Services
Jerald Ducay, Senior Planner
Peggy Fisher, Administrative Assistant

REGULAR SESSION

1. Call to Order – 6:00 PM

Invocation – David Hadley

Pledge of Allegiance

2. Citizen Appearance

None

3. Consent Agenda

- A.** Consider approval of the minutes from October 10, 2023 Planning and Zoning Regular Commission meeting. (*Staff Contact: Tony McIlwain, Director Development Services*).

- B. McDonald Subdivision; Lot 11R (Case 23-269): Consider approval of a replat for McDonald Subdivision, Lot 11R, addressed as 7816 FM 917. *(Staff Presenter: Lidon Pearce, Senior Planner)*
- C. Mabe Addition; Lot 16R, Block 1, (Case 23-023): Consider approval of a replat for Mabe Addition, Lot 16R, Block 1, located at 1532 S Burleson Blvd. *(Staff Presenter: Lidon Pearce, Senior Planner)*

Motion made by Commissioner Clint Faram and second by Commissioner David Hadley to approve the consent agenda.

Motion passed, 8-0. Commissioner Michael Tune was absent.

4. Public Hearing

- A. **Burleson Retail Summercrest at 700 Wilshire Blvd (Case 23-252):** Hold a public hearing and consider approval of a resolution for a variance to Chapter 36, fencing and screening regulations, allowing for an alternative transitional screening material. *(Staff Presenter: JP Ducay, Senior Planner)*

JP Ducay presented the case to the Commission, reviewed the staff report, and answered questions from the Commission.

Tony Filley, representative of applicant, addressed the commissioners and answered questions.

Commission Vice Chairman Dan Taylor opened the public hearing at 6:10 p.m.

Anna Carrillo, applicant, addressed the commissioners and answered questions regarding drainage issues.

Tony Filley, representative of applicant, addressed the commissioners and answered questions.

Motion made by Commissioner David Hadley and second by Commissioner Clint Faram to close the public hearing.

Motion passed, 8-0. Commissioner Michael Tune was absent.

Commission Vice Chairman Dan Taylor closed the public hearing at 6:34 p.m.

Motion made by Commissioner Todd Hulsey and second by Commissioner David Hadley to table item 4A till the December 19, 2023 Planning & Zoning Commission meeting and to continue the public hearing at that time.

Motion passed, 8-0. Commissioner Michael Tune was absent.

- B. 113 N Dobson Street (Case 23-270):** Hold a public hearing and consider approval of an ordinance for a zoning change request from “SF7”, Single-family dwelling district 7 to “CC”, Central Commercial for a 0.15 acre site. *(Staff Presenter: JP Ducay, Senior Planner)*

JP Ducay presented the case to the Commission, reviewed the staff report, and answered questions from the Commission.

Commission Vice Chairman Dan Taylor opened the public hearing at 6:38 p.m.

Commission Vice Chairman Dan Taylor closed the public hearing at 6:40 p.m.

Motion made by Commissioner Michael Kurmes and second by Commissioner Todd Hulsey to approve.

Motion passed, 8-0. Commissioner Michael Tune was absent

- C. 6988 E FM 917 (Case 23-091):** Hold a public hearing and consider approval of an ordinance for a zoning change request from “A”, Agricultural to “C”, Commercial for a 2.8 acre portion of 6988 E FM 917. *(Staff Presenter: JP Ducay, Senior Planner)*

JP Ducay resented the case to the Commission, reviewed the staff report, and answered questions from the Commission.

Commission Vice Chairman Dan Taylor opened the public hearing at 6:45 p.m.

Trent Rhodes, applicant, 4025 Hwy 35, addressed the commissioner and spoke in favor of this item.

Commission Vice Chairman Dan Taylor closed the public hearing at 6:47 p.m.

Motion made by Commissioner Todd Hulsey and second by Commissioner Bill Janusch to approve.

Motion passed, 8-0. Commissioner Michael Tune was absent

- D. 3084 S Burleson Blvd (Case 23-254):** Hold a public hearing and consider approval of an ordinance for a zoning change request from “SP”, Site Plan Ordinance D-091-08 and “A”, Agricultural to “PD”, Planned Development for a 3.016 acre site. *(Staff Presenter: JP Ducay, Senior Planner)*

JP Ducay resented the case to the Commission, reviewed the staff report, and answered questions from the Commission.

Commission Vice Chairman Dan Taylor opened the public hearing at 6:53 p.m.

Commission Vice Chairman Dan Taylor closed the public hearing at 6:54 p.m.

Motion made by Commissioner David Hadley and second by Commissioner Clint Faram to approve.

Motion passed, 8-0. Commissioner Michael Tune was absent

5. Reports and Presentations

None

6. Community Interest Items

Commissioner Dan Taylor made an announcement regarding the Annual Christmas Parade on December 2nd held by the Rotary Club.

7. Executive Session

The Planning & Zoning Commission reserves the right to convene in Executive Session(s) during this meeting pursuant to the following Sections of the Government Code of the State of Texas:

- 1. Pursuant to Sec. 551.071 consultation with its Attorney:
The Planning & Zoning Commission may conduct private consultations with its attorneys when the Planning & Zoning Commission seeks the advice of its attorney concerning any item on this agenda or a matter in which the duty of the attorney to the Planning & Zoning Commission under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Government Code.**

8. Adjourn

There being no further business Vice Chair Dan Taylor adjourned the meeting.

Time – 6:55PM

Peggy Fisher
Administrative Assistant
Recording Secretary