



Department Memo

Planning & Zoning Commission Meeting

DEPARTMENT: Development Services

FROM: Peggy Fisher, Administrative Assistant Sr.

MEETING: December 13, 2022

SUBJECT:

Approve the minutes from November 15, 2022 Regular and Special Session of the Planning & Zoning Commission meeting.

SUMMARY:

Minutes from the November 15, 2022 Regular and Special Session of the Planning & Zoning Commission meeting.

OPTIONS:

Approve as presented

RECOMMENDATION:

Approve the minutes from the November 15, 2022 Regular and Special 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 15, 2022
MINUTES

Roll Call

Commissioners Present

Adam Russell(Chair)
David Hadley
Dan Taylor
Cobi Tittle
Bill Janusch
Michael Tune
Clint Faram
Bobby Reading

Commissioners Absent

Staff

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

REGULAR SESSION

1. Call to Order – 6:30 PM

Invocation – Clint Faram

Pledge of Allegiance

2. Citizen Appearance

None

3. Consent Agenda

- A. Approve the minutes from October 25, 2022 Planning and Zoning Commission meeting.**
- B. Final Plat for Silo Mills Phase 1C, containing Lots 1-5, Block 2, Lots 9-19, Block W, located at the southeast intersection of FM 917 and CR**

1017, with an approximate address of 3817 W FM 917, in the City of Burleson and the City of Cleburne ETJ. (Case 22-140): Consider approval of a Final Plat for Silo Mills Phase 1C.

Motion made by Commissioner Dan Taylor and second by Commissioner Michael Tune to approve the consent agenda.

Motion passed, 8-0.

4. Public Hearing

- A. 2220 W FM 917 (Case 22-125):** Hold a public hearing and consider a zoning change request from “A”, Agricultural to “GR”, General Retail for a 13.20 acre site.

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

Commission Chairman Adam Russell opened the public hearing at 6:35 p.m.

Commission Chairman Adam Russell closed the public hearing at 6:35 p.m.

Motion made by Commissioner Clint Faram and second by Commissioner Cobi Tittle to approve.

Motion passed, 8-0.

5. Reports and Presentations

None

6. Community Interest Items

None

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.**

Pursuant to Sec 551.087 Deliberation regarding Economic Development Negotiations The Planning and Zoning Commission may discuss or deliberate regarding commercial or financial information received from a business prospect that the City Of Burleson seeks to have locate, stay or expand in or near the City and which the City is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to a business prospect; particularly, discussion with economic development specialist regarding potential economic incentive agreement for development of real property.

8. Adjourn

There being no further business Chair Adam Russell adjourned the meeting.

Time – 6:36PM

Peggy Fisher
Administrative Assistant
Recording Secretary

PLANNING AND ZONING COMMISSION
SPECIAL SESSION MEETING

November 15, 2022
MINUTES

Roll Call

Commissioners Present

Adam Russell(Chair)
David Hadley
Dan Taylor
Cobi Tittle
Bill Janusch
Michael Tune
Clint Faram
Bobby Reading

Commissioners Absent

Staff

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

REGULAR SESSION

1. Call to Order – 6:45PM

2. Citizen Appearance

None

5. Reports and Presentations

- A. Receive a report and hold a discussion on local government zoning, development, and land use laws and regulations. (*Staff Presenter: Matt Ribitzki, Deputy City Attorney/Compliance Manager*)**

Matt Ribitzki made a training presentation to the Commissioners and answered questions.

7. Executive Session

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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. Pursuant to Sec 551.087 Deliberation regarding Economic Development Negotiations The Planning and Zoning Commission may discuss or deliberate regarding commercial or financial information received from a business prospect that the City Of Burleson seeks to have locate, stay or expand in or near the City and which the City is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to a business prospect; particularly, discussion with economic development specialist regarding potential economic incentive agreement for development of real property.

8. Adjourn

There being no further business Chair Adam Russell adjourned the meeting.

Time – 7:58PM

Peggy Fisher
Administrative Assistant
Recording Secretary