



## Department Memo

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### Planning & Zoning Commission Meeting

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**DEPARTMENT:** Development Services

**FROM:** Peggy Fisher, Administrative Assistant Sr.

**MEETING:** January 17, 2023

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**SUBJECT:**

Approve the minutes from December 13, 2022 Regular Session of the Planning & Zoning Commission meeting.

**SUMMARY:**

Minutes from the December 13, 2022 Regular Session of the Planning & Zoning Commission meeting.

**OPTIONS:**

Approve as presented

**RECOMMENDATION:**

Approve the minutes from the December 13, 2022 Regular Session of the Planning & Zoning Commission meeting.

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

None

**FISCAL IMPACT:**

None

**STAFF CONTACT:**

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# PLANNING AND ZONING COMMISSION

December 13, 2022

## MINUTES

### Roll Call

#### Commissioners Present

Adam Russell(Chair)  
David Hadley  
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  
Lidon Pearce, Planner  
Michelle McCullough, Assistant Director Public Works  
James Rogge, City Engineer  
Peggy Fisher, Administrative Assistant

### **REGULAR SESSION**

#### **1. Call to Order – 6:30 PM**

**Invocation – Adam Russell**

**Pledge of Allegiance**

#### **2. Citizen Appearance**

None

#### **3. Consent Agenda**

- A.** Consider approval of the minutes from November 15, 2022 Planning and Zoning Regular Commission meeting. (Staff Contact: Tony McIlwain, Director Development Services).

Consider approval of the minutes from November 15, 2022 Planning and Zoning Special Session Commission meeting. (Staff Contact: Tony McIlwain, Director Development Services).

- B.** Replat of A.P. Ranch, Lots 1R and 2, Block 1, located directly west of County Road 803 with an approximate address of 5629 CR 803, within the Extraterritorial Jurisdiction of the City of Burleson. (Case 22-127): Consider approval of a Replat for A.P. Ranch. (Staff Contact: JP Ducay, Senior Planner).
- C.** Final plat of Bear Ridge – Phase 1A, located at 2325 SW Wilshire Blvd (Case 22-113): Consider approval for a final plat of Bear Ridge, Phase 1A. (Staff Contact: Lidon Pearce, Senior Planner).

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

Motion passed, 8-0.

#### **4. Public Hearing**

- A. QuikTrip at 449 E Renfro (Case 22-105):** Hold a public hearing and consider an ordinance for a zoning change request from “PD”, Planned Development, to “GR” General Retail with a SUP, Specific Use Permit, allowing “Automobile fuel sales” in specific plan area 1, “Spinks” of the IH35 Overlay district. (Staff Presenter: Lidon Pearce, Senior Planner).

Lidon Pearce 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 6:37 p.m.

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

Motion passed, 8-0.

- B. QuikTrip at 449 E Renfro (Case 22-106):** Hold a public hearing and consider a site plan for QuikTrip with waivers to the IH35 parking setback, Section 5-51, Article V of Appendix C, IH35 Design Standards, and the minimum driveway spacing, Section 5.5 – Streets and Site Standards, Table 1 of the Engineering Design Manual. (Staff Presenter: Lidon Pearce, Senior Planner).

Lidon Pearce 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 6:42 p.m.

Tommy Vilbig, applicant, 400 Chishol Place, answered questions regarding this item.

Tommy Vilbig, applicant, 400 Chishol Place, made a brief presentation regarding the driveway waivers to the commissioners.

Tommy Vilbig, applicant, 400 Chishol Place, answered questions regarding this item.

Commission Chairman Adam Russell closed the public hearing at 7:01 p.m.

Motion made by Commissioner Dan Taylor and second by Commissioner Michael Tune to approve the site plan with the parking setback waiver and deny the driveway spacing waiver.

Motion passed, 8-0.

**C. 4139 S Burleson Blvd (Case 22-122):** Hold a public hearing and consider approval of an ordinance for a zoning change request from “A”, Agricultural to “PD”, Planned Development for a 4.13 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 Chairman Adam Russell opened the public hearing at 7:12 p.m.

Tony McIlwain, Director Development Services, addressed the commissioners regarding this item.

Commission Chairman Adam Russell closed the public hearing at 7:16 p.m.

Motion made by Commissioner Clint Faram and second by Commissioner Michael Tune to approve.

Motion passed, 8-0.

## **5. Reports and Presentations**

**A.** Consider approval of a minute order setting the Planning and Zoning

Commission meeting dates and start time for calendar year 2023. (22-137)  
(Staff Presenter: JP Ducay, Senior Planner).

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

Motion made by Commissioner David Hadley and second by Commissioner Cobi Tittle to approve the PZ Start time as 6:00PM and to use the staggered PZ Calendar with modifying March to the 7<sup>th</sup> and November to the 14<sup>th</sup> of the month.

Motion passed, 8-0.

## **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 – 7:33M**

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Peggy Fisher

Administrative Assistant  
Recording Secretary