



## Department Memo

---

### Planning & Zoning Commission Meeting

---

**DEPARTMENT:** Development Services

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

**MEETING:** January 31, 2023

---

**SUBJECT:**

Approve the minutes from January 17, 2023 Regular Session of the Planning & Zoning Commission meeting.

**SUMMARY:**

Minutes from the January 17, 2023 Regular Session of the Planning & Zoning Commission meeting.

**OPTIONS:**

Approve as presented

**RECOMMENDATION:**

Approve the minutes from the January 17, 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  
[pfisher@burlesontx.com](mailto:pfisher@burlesontx.com)  
817-426-9611

## PLANNING AND ZONING COMMISSION

January 17, 2023  
MINUTES

### Roll Call

#### Commissioners Present

Adam Russell(Chair)  
David Hadley  
Cobi Tittle  
Bill Janusch  
Clint Faram  
Bobby Reading

#### Commissioners Absent

Michael Tune

#### Staff

Matt Ribitzki, City Attorney  
Tony McIlwain, Director Development Services  
Lidon Pearce, Planner  
Michelle McCullough, Assistant Director Public Works  
Travis Attanasio, City Engineer  
Peggy Fisher, Administrative Assistant

### **REGULAR SESSION**

#### **1. Call to Order – 6:05 PM**

**Invocation – Clint Faram**

**Pledge of Allegiance**

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

None

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

- A.** Consider approval of the minutes from December 13, 2022 Planning and Zoning Regular Commission meeting. (Staff Contact: Tony McIlwain, Director Development Services).

- B. Sherwood Forest Estates addressed as 3301 FM 731 (Case 22-142): Consider approval of a final plat for Sherwood Forest Estates, Lots 1-24, Block 1. *(Staff Presenter: Lidon Pearce, Senior Planner)*
- C. Forest Meadows; Lots 29R1 and 29R2, Block 1 (Case 22-148): Consider approval of a replat of Lot 29, Block 1, of Forest Meadows. (Staff Presenter: Lidon Pearce, Senior Planner)

Motion made by Commissioner Dan Taylor and second by Commissioner Clint Faram to approve the consent agenda.

Motion passed, 6-0. Commissioner Michael Tune was absent.

#### 4. Public Hearing

- A. **Ordinance Modification for text amendments to Appendix B, Zoning, Article I, Board of Adjustments and Appendix C, Urban Design Standards, Article IV Old Town Design Standards, Old Town Design Standards Committee:** Hold a public hearing and consider an ordinance amending the number of voting members and terms of members for the Board of Adjustments and Old Town Design Standards Committee. *(Staff Presenter: Amanda Campos, City Secretary)*

Amanda Campos 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 6:18 p.m.

Commission Chairman Adam Russell closed the public hearing at 6:19 p.m.

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

Motion passed, 6-0. Commissioner Michael Tune was absent.

- B. **2500 SW Hulen St (TOD Mixed-Use) (Case 22-131):** Hold a public hearing and consider an ordinance for a zoning change request from “PD” Planned Development district, to “PD” Planned Development district, to allow for commercial and multifamily residential development on 35.20 acres. *(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 6:29 p.m.

Lina Knight, 2624 SW Hulen, addressed the commissioners on this item and spoke against it regarding flooding issues and traffic.

Clint Nolen, owner, addressed the commissioners regarding this item and said he would be available to answer questions.

Commission Chairman Adam Russell closed the public hearing at 6:36 p.m.

Motion made by Commissioner Dan Taylor and second by Commissioner Clint Faram to approve.

Motion passed, 6-0. Commissioner Michael Tune was absent.

**C. 2825 S Burleson (Case 22-152):** Hold a public hearing and consider an ordinance for a zoning change request from “A”, Agriculture to “C” Commercial. (*Staff Presenter: Lidon Pearce, Senior Planner*)

Lidon Pearce resented the case to the Commission, reviewed the staff report, and answered questions from the Commission.

Commission Chairman Adam Russell opened the public hearing at 6:43 p.m.

Chris Reed, 6825 CR 518, addressed the commissioners and spoke against this item.

Commission Chairman Adam Russell closed the public hearing at 6:57 p.m.

Motion made by Commissioner Dan Taylor and second by Commissioner Bill Janusch to approve.

Motion passed, 6-0.

**D. 4139 S Burleson Blvd (Case 22-139):** Hold a public hearing and consider a resolution approving a waiver to Section 5.5.E “Parking Lot/Site Layout Design Criteria” of the Design Standards Manual as amended by Resolution R-1175-10 for the parking lot design within 4139 S. Burleson Blvd. (*Staff Presenter: Travis Attanasio, Senior Civil Engineer*)

Travis Attanasio resented the case to the Commission, reviewed the staff report, and answered questions from the Commission.

Commission Chairman Adam Russell opened the public hearing at 7:09 p.m.

Commission Chairman Adam Russell closed the public hearing at 7:09 p.m.

Motion made by Commissioner Bill Janusch and second by Commissioner Cobi Tittle to approve with staff recommendations.

Motion passed, 5-1. Commissioner David Hadley was opposed. Commissioner Michael Tune was absent.

**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.**

**8. Adjourn**

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

**Time – 7:17PM**

---

Peggy Fisher  
Administrative Assistant  
Recording Secretary