



CITY OF FAIR OAKS RANCH
PLANNING AND ZONING COMMISSION MEETING

Thursday, September 12, 2024 at 6:30 PM
Public Safety Training Room, Police Station, 7286 Dietz Elkhorn, Fair Oaks Ranch

MINUTES

OPEN MEETING

1. Roll Call - Declaration of a Quorum

Present: Chairperson Bobbe Barnes and Vice-Chairperson David Horwath

Commissioners: Linda Tom, Eric Beilstein, Shawna Verrett, Dale Pearson, and Bobby Balli.

With a quorum present, the meeting was called to order at 6:30 PM.

2. Pledge of Allegiance – The Pledge of Allegiance was led by Commissioner Eric Beilstein.

CITIZENS and GUEST FORUM

3. **Citizens to be heard** – None.

CONSENT AGENDA

4. **Approval of the August 8, 2024 Planning and Zoning Commission Regular Meeting Minutes.**

MOTION: Made by Commissioner Balli, seconded by Commissioner Beilstein, to approve the consent agenda.

VOTE: 7-0, Motion Passed.

PUBLIC HEARING

5. **Conduct a public hearing to receive public testimony on the following variance request: Application No. PV# 2024-01 from the applicant, Sitterle Homes LTD, on behalf of the property owner, Oak Bend Forest, L.C., to reduce the minimum required street frontage from 150 feet to a range of 107.75 – 148.68 feet for 38 lots in the proposed 55-lot Oak Bend Subdivision Phase I.**

- a) Planning & Zoning Chairperson Bobbe Barnes opened the public hearing at 6:34 PM.
- b) Lee Muniz, Manager of Engineering Services, provided a presentation on the variance request.
- c) Attorney for Sitterle Homes LTD, Ashley Fairmond, provided comments to the Commission regarding the decrease in lot count and improved layout.
- d) The Planning & Zoning Commission received public testimony in favor of the variance request from resident Christina Graham.

- e) Planning & Zoning Chairperson, Bobbe Barnes, closed the public hearing at 6:45 PM.
 - f) The Planning & Zoning Commission discussed the request, inclusive of asking questions of the applicant and staff.
6. **Conduct a public hearing to receive public testimony on the following variance request: Application No. PV# 2024-02 from the applicant and owner, Green Land Ventures, LTD., to reduce the required minimum street frontage from 150 feet to 108 feet for three (3) lots in the proposed Stone Creek Ranch Unit 2B.**
- a) Planning & Zoning Chairperson Bobbe Barnes opened the public hearing at 6:58 PM.
 - b) Lee Muniz, Manager of Engineering Services, provided a presentation on the variance request.
 - c) Jeff Hutzler, representative for Green Land Ventures, spoke regarding the variance request.
 - d) The Planning & Zoning Commission did not receive public testimony for or against the variance request.
 - e) Planning & Zoning Chairperson Bobbe Barnes closed the public hearing at 7:05 PM.
 - f) The Planning & Zoning Commission discussed the request, inclusive of asking questions of the applicant and staff.

CONSIDERATION / DISCUSSION ITEMS

7. **Consideration and possible action recommending approval of a variance request: Application No. PV# 2024-01 from the applicant, Sitterle Homes LTD, on behalf of the property owner, Oak Bend Forest, L.C., to reduce the minimum required street frontage from 150 feet to a range of 107.75 - 148.68 feet for 38 lots in the proposed 55-lot Oak Bend Subdivision Phase I.**

MOTION: Made by Commissioner Pearson, seconded by Commissioner Balli, to approve a recommendation to City Council in support of the proposed variance to allow street frontages of less than 150 feet for 38 of the proposed 55 lots in Oak Bend Subdivision Phase.

VOTE: 7-0, Motion Passed.

8. **Consideration and possible action recommending the approval for Oak Bend Subdivision Phase I Tree Preservation Plan.**

MOTION: Made by Commissioner Balli, seconded by Commissioner Horwath, to approve a recommendation to City Council in support of the of the Oak Bend Subdivision Phase I Tree Preservation Plan.

VOTE: 7-0, Motion Passed.

9. Consideration and possible action recommending approval of the Oak Bend Subdivision Phase I Preliminary plat establishing 55 lots from the applicant Sitterle Homes LTD, on behalf of the property owner, Oak Bend Forest, L.C.

MOTION: Made by Commissioner Balli, seconded by Commissioner Verrett, to recommend approval of the Preliminary Plat for Oak Bend Subdivision Phase I with the following conditions:

1. Confirm how the proposed development will comply with the requirements of Article II Section 3, Submission of Final Plat of Old Subdivision Regulations.
2. Show that the street Bald Cypress Court will be connected to the adjoining street on the east in Phase II in the future and add a note to the plat regarding this.
3. Remove building setback legend from the “existing keynotes” (previously titled as “key notes”) on all pages. All setback requirements need to meet the zoning requirements of Neighborhood Residential (NR) District.
4. Provide metes and bounds description to verify all coordinate points on the plat. The coordinates and distances indicated in the metes and description in the warranty deed do not match the coordinates and distances called out on the plat.
5. Add a plat note stating “approval of this plat vacates the approved and recorded Oak Bend Estates Plat.”
6. Approved variance shall apply to only 38 lots that do not meet the 150 feet street frontage requirement as previously approved.

VOTE: 7-0, Motion Passed.

10. Consideration and possible action recommending approval of a variance request (Application No. PV# 2024-02) from the applicant and owner, Green Land Ventures, LTD., to reduce the required minimum street frontage from 150 feet to 108 feet for three (3) lots in the proposed Stone Creek Ranch Unit 2B.

MOTION: Made by Commissioner Horwath, seconded by Commissioner Tom, to approve a recommendation to City Council in support of the proposed variance to allow street frontages as presented (108.13 feet, 111.85 feet, and 116.90 feet) for three (3) of the proposed 12 lots in the Stone Creek Unit 2B Plat.

VOTE: 5-2, Motion Passed. (Commissioners Beilstein and Balli voted Nay)

11. Consideration and possible action recommending approval of a Preliminary Plat request from Green Land Ventures Ltd., for Stone Creek Ranch Unit 2B proposing 12 single-family residential lots.

MOTION: Made by Commissioner Tom, seconded by Commissioner Verrett, to recommend approval of the Preliminary Plat for Stone Creek Ranch Unit 2B with the condition that the applicant will verify that the increased runoff resulting from the proposed development will not have any adverse impact on other properties or drainage systems.

VOTE: 6-1, Motion Passed. (Commissioner Pearson voted Nay)

REQUESTS

12. Request for P&Z commission topic needing information/research.

Commissioner Balli asked for an update on the UDC and when the Commission could expect to see another agenda item on the topic.

ADJOURNMENT

Chairperson Barnes adjourned the meeting at 8:19 PM.

ATTEST:

Bobbe Barnes, Chairperson

Christina Picioccio,
TRMC, City Secretary