



PLANNING AND ZONING COMMISSION MEETING

City Hall Council Chambers, 298 W. Washington
Wednesday, September 20, 2023 at 5:30 PM

MINUTES

The Planning and Zoning Commission of the City of Stephenville, Texas, convened on Wednesday, September 20, 2023 at 5:30 PM, in the Council Chambers at City Hall, 298 West Washington Street, for the purpose of a Regular Business Meeting, with the meeting being open to the public and notice of said meeting, giving the date, time, place and subject thereof, having been posted as prescribed by Chapter 551, Government Code, Vernon's Texas Codes Annotated, with the following members present, to wit:

COMMISSIONERS PRESENT:

Lisa LaTouche, Chairperson
Brian Lesley, Vice Chair
Nick Robinson

Justin Allison
Paul Ashby
Mary Beach-McGuire
Tyler Wright

COMMISSIONERS ABSENT:

N/A

OTHERS ATTENDING:

Steve Killen, Director of Development Services
Tina Cox, Commission Secretary

CALL TO ORDER

Chairperson LaTouche called the meeting to order at 5:30 PM.

MINUTES

1. Consider Approval of Minutes – August 16, 2023

MOTION by Brian Lesley, second by Nick Robinson to approve the minutes for August 16, 2023.
MOTION CARRIED by unanimous vote.

PUBLIC HEARING

2. Case No.: PD2023-002

Applicant Ben Sanchez with Parkhill, representing Stephenville ISD is requesting a rezone of a property located at Wolfe Nursery Rd, Parcel R64240, being BLOCK 156; LOT 7 (PT OF) of the Acres 42.930, S2600 CITY ADDITION of the City of Stephenville, Erath County, Texas from (CTS) City, Tarleton, School to (PD) Planned Development. The applicant will present the Development Plan.

Development Services Director, Steve Killen introduced Ben Sanchez who is with Parkhill Architecture and Engineering and asked him to share the presentation that Parkhill prepared. Mr. Sanchez as well as

Landon Bell gave an in-depth presentation and answered the Commissioners' questions which included drainage, fencing, irrigation, green space, and parking.

Chairperson LaTouche opened the public hearing at 6:16 PM.

No one spoke in favor of the rezone request.

The following citizens spoke against the rezone request:

Laura Gordey, 160 Brittain Circle

Jean Stokes, 180 Brittain Circle

Mary Lantz, 111 Brittain Circle

Jason King, City Manager addressed the parking concerns that were brought up by the Commission.

Chairperson LaTouche closed the public hearing at 6:03 PM.

MOTION by Mary Beach-McGuire, second by Tyler Wright, to recommend approval to the City Council to rezone property located at Wolfe Nursery Rd, Parcel R64240, being BLOCK 156; LOT 7 (PT OF) of the Acres 42.930, S2600 CITY ADDITION of the City of Stephenville, Erath County, Texas from (CTS) City, Tarleton, School to (PD) Planned Development. MOTION CARRIED by a 6-1 vote.

AYES: Tyler Wright, Justin Allison, Mary Beach-McGuire, Lisa LaTouche, Nick Robinson, Paul Ashby

NOES: Brian Lesley

3. Case No.: SV2023-001

Applicant Emanuel Glockzin, representing Retirement Living for Seniors, is requesting a Subdivision Waiver from Section 155.6.11 – Sidewalk Requirements, to be constructed at W Lingleville Rd, Parcel R77868, being Acres 7.664, A0520 Menefee Jarrett of the City of Stephenville, Erath County, Texas.

Development Services Director, Steve Killen, briefed the Commission on this case. He stated that the property only has 60 feet of frontage on Lingleville Road and a 24-foot-wide approach for fire access. Mr. Killen concluded by informing the Commissioners that staff does not support this waiver due to the possible walkability by the future residents to the neighborhood store.

Mr. Glockzin was not present to answer the Commissioners questions.

Chairperson LaTouche opened a public hearing at 6:24 PM.

No one spoke in favor or against the subdivision waiver request.

The public hearing was closed at 6:24 PM.

MOTION by Brian Lesley, second by Mary Beach McGuire, to recommend denial to the City Council for the Subdivision Waiver from Section 155.6.11 – Sidewalk Requirements, to be constructed at W Lingleville Rd, Parcel R77868, being Acres 7.664, A0520 Menefee Jarrett of the City of Stephenville, Erath County, Texas. MOTION CARRIED by a 6-1 vote.

AYES: Tyler Wright, Mary Beach-McGuire, Lisa LaTouche, Brian Lesley, Nick Robinson, Paul Ashby

4. Case No.: SV2023-002

Applicant Emanuel Glockzin, representing Retirement Living for Seniors, is requesting a Subdivision Waiver from Section 155.6.04(M) – Curb & Gutter Requirements, to be constructed at W Lingleville Rd, Parcel R77868, being Acres 7.664, A0520 Menefee Jarrett of the City of Stephenville, Erath County, Texas.

Development Services Director, Steve Killen, briefed the Commission on this case. He stated that the property only has 60 feet of frontage on Lingleville Road and a 24-foot-wide approach for fire access. Mr. Killen concluded by informing the Commissioners that staff does support this waiver.

Mr. Glockzin was not present to answer the Commissioners questions.

Chairperson LaTouche opened a public hearing at 6:38 PM.

No one spoke in favor or against the subdivision waiver request.

The public hearing was closed at 6:38 PM.

MOTION by Mary Beach McGuire, second by Bryan Lesley, to recommend approval to the City Council for the Subdivision Waiver from Section 155.6.04(M) – Curb & Gutter Requirements, to be constructed at W Lingleville Rd, Parcel R77868, being Acres 7.664, A0520 Menefee Jarrett of the City of Stephenville, Erath County, Texas. MOTION CARRIED by a unanimous vote.

5. Case No.: FP2023-003

Applicant Emanuel Glockzin, representing Retirement Living for Seniors LTD, is requesting approval of a Final Plat of the property located at 0 W Lingleville Rd, Parcel R77868 of Acres 7.664, A0520 Menefee Jarrett of the City of Stephenville, Erath County, Texas.

Development Services Director, Steve Killen, briefed the Commission on this case. He stated that the applicant has submitted a Final Plat that has been reviewed by staff. Staff is requesting the Planning and Zoning Commission grant Conditional Approval of the Final Plat pending completion, verified by city staff, of the following items required by the Subdivision Ordinance, Chapter 155:

1. Execute an Escrow Agreement with the City as a surety of completion and acceptance of all public improvements.

Upon completion, the Final Plat will be submitted to the County for recording purposes. Mr. Killen concluded by informing the Commissioners that Mr. Glockzin is now requesting approval of the Final Plat to begin vertical construction in conjunction with the construction of the public improvements. An Escrow Account will be provided as surety of completion.

Mr. Glockzin was not present to answer the Commissioners questions.

Chairperson LaTouche opened a public hearing at 6:41 PM.

No one spoke in favor or against the final plat request.

The public hearing was closed at 6:41 PM.

MOTION by Mary Beach McGuire, second by Bryan Lesley, to recommend approval with conditions to the City Council for the Final Plat of the property located at 0 W Lingleville Rd, Parcel R77868 of Acres 7.664, A0520 Menefee Jarrett of the City of Stephenville, Erath County, Texas. MOTION CARRIED by an unanimous vote.

6. Case No.: FP2023-002 – THIS CASE WAS PULLED FROM THE AGENDA

Applicant Taylor Kanute, representing Harbin Street, LLC, is requesting approval of a Final Plat of the property located at 0 Harbin, Parcel R73763 of S6200 South Side Addition, Block 19, Lot 15 of the City of Stephenville, Erath County, Texas.

7. Case No.: FP2023-004

Applicant Marc Pace, representing Brown Pace Development Company, LLC, is requesting approval of a Final Plat for property known as Garrett CT, Parcel R33513, S6200 South Side Addition, Block 7; Lots 7 & 8; of the City of Stephenville, Erath County, Texas.

Development Services Director, Steve Killen, briefed the Commission on this case. He stated that the applicant has submitted a Final Plat that has been reviewed by staff. Staff is requesting the Planning and Zoning Commission grant Conditional Approval of the Final Plat pending completion, verified by city staff, of the following items required by the Subdivision Ordinance, Chapter 155:

1. Provide Proof of Ownership.
2. Provide Homeowner's Association Documents for review and approval by City Attorney.
3. Pay all fees related to Phase 1.

Upon completion, the Final Plat will be submitted to the County for recording purposes. Mr. Killen concluded by informing the Commissioners that the Final Plat conforms to the Preliminary Plat. The current phase has received acceptance of improvements for the completed units and a maintenance bond has been provided. The remainder of the development will be completed in phases.

Mr. Pace was not present to answer the Commissioners questions.

Chairperson LaTouche opened a public hearing at 6:43 PM.

No one spoke in favor or against the final plat request.

The public hearing was closed at 6:43 PM.

MOTION by Mary Beach McGuire, second by Bryan Lesley, to recommend approval with conditions to the City Council for the Final Plat of the property known as Garrett CT, Parcel R33513, S6200 South Side Addition, Block 7; Lots 7 & 8; of the City of Stephenville, Erath County, Texas. MOTION CARRIED by an unanimous vote.

ADJOURN

The meeting was adjourned at 6:43 PM.

APPROVED:

ATTEST:

Lisa LaTouche, Chair

Tina Cox, Commission Secretary