

**THIS IS NOT A VERBATIM TRANSCRIPTION
CITY OF CLEBURNE
PLANNING AND ZONING COMMISSION
MINUTES OF THE JANUARY 11, 2021 MEETING**

The Planning and Zoning Commission (P&Z) of the City of Cleburne held a Public Hearing on Monday, January 11, 2021, at 6:30 p.m. in the Council Chambers of City Hall located at 10 N. Robinson. Planning and Zoning Commission meetings are open to the public with social distancing protocols in place.

COMMISSION MEMBERS PRESENT:

Dena Day – Chairwoman
Albert Archer, Sr. – Vice-Chairman
Vance Castles
Summerly Sherlock
Robert Walker
Sonny Albertson
Chris Saunders

Shane Pace, Executive Director of
Development Services
Danielle Castillo, Planning Manager
David Jellen, Planner
Laura Melton, Asst. Director of Public Works
Colt Friedrich, Project Engineer
Bradley Anderle, City Attorney

CITY STAFF PRESENT:

MEETING FORMAT:

Mr. Anderle, Mr. Pace, Mrs. Castillo, Mr. Jellen and Ms. Melton were present at the meeting in the Council Chambers.

Mr. Friedrich tuned into the meeting remotely.

Chairwoman Day, Vice-Chairman Archer, Commissioner Castles, Commissioner Albertson and Commissioner Saunders were present at the meeting in the Council Chambers.

Commissioner Sherlock and Commissioner Walker tuned into the meeting remotely.

CALL TO ORDER:

The meeting was called to order by Chairwoman Day at 6:30 p.m. It was established that a quorum was present.

CITIZEN COMMENTS:

There were no citizen comments at this meeting.

APPROVAL OF MINUTES:

The minutes of the December 14, 2020 Planning and Zoning Commission meeting were considered.

Vice-Chairman Archer made a motion to approve the minutes of the December 14, 2020 meeting and the motion was seconded by Commissioner Albertson. **The motion to approve the minutes carried by a vote of 7-0.**

SECTION I: ZONING:

CONSIDER A REQUEST TO REZONE ±1.01 ACRES FROM M1 (LIGHT INDUSTRIAL DISTRICT) TO MF (MULTIPLE-FAMILY HOUSING DISTRICT), LOCATED AT THE NORTHWEST CORNER OF COLORADO STREET AND EAST WILLINGHAM STREET, AS REQUESTED BY MONARCA INVESTMENTS, LLC, REPRESENTED BY MONICA LOPEZ,
CASE ZC20-028

David Jellen, Planner, presented the case and briefed the Commission on the request.

Chairwoman Day opened the public hearing.

The applicant, Monica Lopez, was present to brief the Commission on the request.

Vice-Chairman Archer questioned the applicant regarding her development plans for the property.

Ms. Lopez responded that it was her intent to replat the lot, potentially for duplexes, depending on outside interest in the property.

Commissioner Castles questioned the applicant if she would be selling the lot or developing it.

Ms. Lopez stated that she would first try to sell the lot. She stated that she would build on the lot if there was not substantial interest from potential buyers.

Chairwoman Day questioned staff regarding the request to rezone to MF (Multiple-Family Housing District) and if the proposed use of the property would be duplexes.

Mr. Jellen responded that the applicant wanted to keep her options open and that the MF district would allow for the construction of duplexes.

Commissioner Castles questioned staff regarding the Future Land Use Plan.

Danielle Castillo, Planning Manager, explained that the Future Land Use Plan guides development throughout the City based on the vision adopted by City Council, but that rezone requests are discretionary.

Commissioner Albertson questioned staff regarding the existing zoning along the western boundary of Colorado Street.

Mrs. Castillo responded that the majority of the properties along the western boundary of Colorado Street are zoned industrially.

Vice-Chairman Archer questioned staff regarding the subject property and whether or not these lots are considered infill or substandard lots.

Mrs. Castillo responded that the subject property is comprised of four (4) legal lots of record.

Commissioner Saunders questioned staff if screening would be required for the property.

Mrs. Castillo responded that screening would not be required from this applicant given that the ordinance requires the more intense zoning district to provide screening at the time of development.

Vice-Chairman Archer questioned the applicant if she had attempted to sell the property as an industrial property.

Ms. Lopez responded that she had not.

Commissioner Albertson questioned the applicant if there was a reason that she had not tried to sell the property as an industrial property.

Ms. Lopez responded that she had not considered selling it as an industrial property.

Chairwoman Day closed the public hearing.

Commissioner Albertson stated the rezoning request would not be appropriate given the surrounding land uses.

Commissioner Castles stated that it would make sense to leave the property zoned for industrial uses.

Commissioner Albertson questioned staff regarding the procedure for returning for a rezone request.

Mrs. Castillo explained that if a zoning request is denied then the applicant must wait 12 months before making a new zoning request.

Chairwoman Day re-opened the public hearing.

Ms. Lopez stated that the property has been on the market listed as an industrial property and that there has not been any interest from potential buyers.

Chairwoman Day closed the public hearing.

Chairwoman Day questioned staff for clarification regarding the procedure for returning for a rezone request.

Shane Pace, Executive Director of Development Services, stated that the 12-month waiting period for a rezone request could be shortened with approval from City Council.

Chairwoman Day questioned staff regarding the cost to apply for a rezone.

Mrs. Castillo responded that the application fee is \$150.00.

There being no other questions or items for discussion, Chairwoman Day called for a motion. Vice-Chairman Archer made a motion to deny the request as presented and Commissioner Saunders seconded the motion. **The motion to deny carried by a vote of 7-0.**

EXECUTIVE SESSION:

Pursuant to Section 551.071, Texas Government Code, the Board reserves the right to convene in Executive Session(s) from time to time as deemed necessary during this meeting to receive advice from its attorney on any posted agenda item.

Chairwoman Day stated that the Commission convened into Executive Session to receive training on statutes and case law related to zoning and platting from the City Attorney at 6:53 P.M.

Chairwoman Day closed the Executive Session at 8:36 P.M. and the meeting reconvened into open session.

THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 8:37 PM.