

**EXCERPT FROM
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CITY OF CLEBURNE
PLANNING AND ZONING COMMISSION
MINUTES OF THE JANUARY 13, 2020 MEETING**

The Planning and Zoning Commission (P&Z) of the City of Cleburne held a Public Hearing on Monday, January 13, 2020, at 6:30 p.m. in the Council Chambers of City Hall located at 10 N. Robinson.

COMMISSION MEMBERS PRESENT:

Derek Weathers – Chairman
Albert Archer, Sr. – Vice-Chairman
Dena Day
Summerly Sherlock
Robert Walker

COMMISSION MEMBERS ABSENT:

Rhonda Crass
Stephanie Philips

CITY STAFF PRESENT:

Shane Pace, Director of Community Development
Danielle Castillo, Senior Planner
Willie Stevenson, Building Official
Colt Friedrich, Project Engineer
Fritz Quast, City Attorney

CITY STAFF ABSENT:

None

CALL TO ORDER:

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

CITIZEN COMMENTS:

None

APPROVAL OF MINUTES:

The minutes of the December 9, 2019 and December 16, 2019 Planning and Zoning Commission meetings were considered.

Vice-Chairman Archer made a motion to approve the minutes of the December 9, 2019 and December 16, 2019 meetings and the motion was seconded by Commissioner Day. **The motion to approve the minutes carried by a vote of 5-0.**

SECTION I: REZONING:

CONSIDER AN ORDINANCE AMENDING TITLE XV: LAND USAGE, CHAPTER 155 ZONING, OF THE CODE OF ORDINANCES OF THE CITY OF CLEBURNE, BY THE

REZONING OF ±0.313 ACRES, LOCATED AT 1214 N. BRAZOS AVENUE, FROM C1 (LOCAL BUSINESS DISTRICT) TO SF-4 (SINGLE-FAMILY DWELLING DISTRICT), AS REQUESTED BY DANIEL GALVAN, **CASE ZC19-032**

Mrs. Castillo presented the case and briefed the Commission on the request.

Chairman Weathers opened the public hearing.

There being no other questions or items for discussion, Chairman Weathers closed the public hearing and called for a motion. Commissioner Day made a motion to approve the request as presented and Commissioner Sherlock seconded the motion. **The motion to approve carried by a vote of 5-0.**

SECTION II: PLATS:

CONSIDER THE PRELIMINARY PLAT OF HIDDEN VILLAGE, AN ADDITION TO THE CITY OF CLEBURNE, JOHNSON COUNTY, TEXAS, BEING ±22.795 ACRES OF LAND, LOCATED AT 1401 N. MAIN STREET, AS REQUESTED BY KELLY WILLIAM ROGER, REPRESENTED BY BANNISTER ENGINEERING, **CASE PC19-033**

Mrs. Castillo presented the case and briefed the Commission on the request.

Vice-Chairman Archer questioned Mrs. Castillo regarding the resolution of the drainage situation.

Mrs. Castillo stated that the applicant has since worked with the Engineering Department to provide adequate drainage for the property.

Commissioner Walker questioned Mrs. Castillo regarding if Phillips Street would be extended with this development.

Mrs. Castillo stated that the extension of Phillips Street is being proposed.

There being no other questions or items for discussion, Chairman Weathers called for a motion. Commissioner Day made a motion to approve the request as presented and Commissioner Sherlock seconded the motion. **The motion to approve carried by a vote of 5-0.**

SECTION III: ORDINANCES:

CONSIDER AN ORDINANCE AMENDING TITLE XV, LAND USAGE, CHAPTER 155 ZONING, OF THE CODE OF ORDINANCES OF THE CITY OF CLEBURNE, BY ADDING A NEW SECTION 155.12, COMPLETENESS DETERMINATION, TO ESTABLISH REQUIREMENTS RELATING TO COMPLETENESS DETERMINATIONS FOR ZONING AND OTHER DEVELOPMENT APPLICATIONS; BY ADDING A NEW SECTION 155.13, VESTED RIGHTS, ESTABLISHING PROCEDURES FOR THE RECOGNITION OF VESTED RIGHTS AND PROVIDING FOR AN APPEAL; BY ADDING A NEW SECTION 155.14, DORMANT PROJECTS, REGARDING THE EXPIRATION OF VESTED RIGHTS FOR DORMANT PROJECTS, **CASE GC19-012**

Mr. Pace presented the case and briefed the commission on the request.

Chairman Weathers questioned staff if the time-period for the expiration of vested rights for dormant projects is defined in the ordinance.

Mr. Pace stated that the 5-year expiration date is defined in the ordinance.

Vice-chairman Archer questioned staff if an application is deemed incomplete and subsequently returned, what is the timeframe for staff review.

Mr. Pace stated that when an application is deemed incomplete, the applicant has 45-days to return a completed application. Once resubmitted, staff then has 10 business days to review for completeness determination.

Chairman Weathers opened the public hearing.

There being no questions or items for discussion, Chairman Weathers closed the public hearing and called for a motion. Vice-Chairman Archer made a motion to approve the request as presented and Commissioner Walker seconded the motion. **The motion to approve carried by a vote of 5-0.**

CONSIDER AN ORDINANCE AMENDING TITLE XV, LAND USAGE, CHAPTER 155 ZONING, OF THE CODE OF ORDINANCES OF THE CITY OF CLEBURNE, BY AMENDING SECTION 155.17, BOARD OF ADJUSTMENT, TO PROVIDE THAT THE CITY COUNCIL MUST APPROVE BOARD RULES, **CASE GC19-013**

Mrs. Castillo presented the case and briefed the commission on the request.

Chairman Weathers opened the public hearing.

There being no questions or items for discussion, Chairman Weathers closed the public hearing and called for a motion. Commissioner Walker made a motion to approve the request as presented and Commissioner Sherlock seconded the motion. **The motion to approve carried by a vote of 5-0.**

CONSIDER AN ORDINANCE AMENDING TITLE III, ADMINISTRATION, OF THE CODE OF ORDINANCES BY AMENDING CHAPTER 31 BOARDS, COMMISSIONS AND PUBLIC BODIES, BY AMENDING SECTION 31.62 DEFINITIONS, AND SECTION 31.63 COMMISSION ESTABLISHED, TO DESIGNATE THE CITY COUNCIL AS THE BODY ASSUMING THE ROLE OF THE HISTORIC PRESERVATION COMMISSION, **CASE GC19-015**

Mr. Pace presented the case and briefed the commission on the request.

Vice-chairman Archer questioned staff regarding if City Council will conduct the Historic Preservation Commission during the regular City Council meetings.

Mr. Quast stated that the Historic Preservation Commission will have a separate agenda but can occur at the same time as the City Council meetings.

There being no other questions or items for discussion, Chairman Weathers called for a motion. Commissioner Day made a motion to approve the request as presented and Commissioner Walker seconded the motion. **The motion to approve carried by a vote of 5-0.**

CONSIDER AN ORDINANCE AMENDING TITLE XV, LAND USAGE, CHAPTER 155 ZONING, OF THE CODE OF ORDINANCES OF THE CITY OF CLEBURNE, BY AMENDING HISTORIC LANDMARKS, SECTIONS 155.81 THROUGH 155.84, SECTIONS 155.86 THROUGH 155.87, SECTION 155.90, AND SECTION 155.91, AND DELETING SECTIONS 155.85, SECTION 155.88, AND SECTION 155.89, TO PROVIDE GENERAL TEXT AMENDMENTS, AND REMOVING REFERENCES TO PROCESSES AND HEARINGS OTHER THAN WITH THE COMMISSION, **CASE GC19-016**

Mr. Pace presented the case and briefed the commission on the request.

Chairman Weathers opened the public hearing.

There being no questions or items for discussion, Chairman Weathers closed the public hearing and called for a motion. Commissioner Day made a motion to approve the request as presented and Commissioner Walker seconded the motion. **The motion to approve carried by a vote of 5-0.**

SECTION IV: OTHER BUSINESS:

Update on actions taken by the City Council at their last meeting on Planning and Zoning Cases.

Mrs. Castillo briefed the Commission on actions taken by the City Council at the December 10, 2019 meeting on planning and zoning cases.

THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 7:01 PM.