

**THIS IS NOT A VERBATIM TRANSCRIPTION  
CITY OF CLEBURNE  
PLANNING AND ZONING COMMISSION  
MINUTES OF THE JANUARY 24, 2022 MEETING**

The Planning and Zoning Commission (P&Z) of the City of Cleburne held a Public Hearing on Monday, January 24, 2022, at 6:30 p.m. in the Council Chambers of City Hall, located at 10 N. Robinson Street, Cleburne, TX. Planning and Zoning Commission meetings are open to the public with social distancing protocols in place.

**COMMISSION MEMBERS PRESENT:**

Albert Archer, Sr. – Chair  
Sonny Albertson – Vice-Chairman  
Chris Saunders  
Robert Walker  
Peter Svendsen

**CITY STAFF PRESENT:**

David Jones, Community Development  
Director  
Danielle Castillo, Planning Manager  
David Jellen, Planner  
Laura Melton, Asst. Director of Public Works  
Colt Friedrich, Project Engineer  
Lindsey Hale, City Attorney  
Rachel Raggio, City Attorney

**COMMISSION MEMBERS ABSENT:**

Vance Castles  
Summerly Sherlock

**CALL TO ORDER:**

The meeting was called to order by Chairman Archer 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 January 10, 2022 Planning and Zoning Commission meeting were considered.

Commissioner Walker made a motion to approve the minutes of the January 10, 2022 meeting and the motion was seconded by Commissioner Saunders. **The motion to approve the minutes carried by a vote of 5-0.**

**SECTION I: ZONING:**

CONSIDER A REQUEST TO REZONE ±29.07 ACRES FROM PD (PLANNED DEVELOPMENT DISTRICT) TO PD (PLANNED DEVELOPMENT DISTRICT) TO AMEND THE MULTI-FAMILY DEVELOPMENT STANDARDS, GENERALLY LOCATED APPROXIMATELY 1,000 FEET NORTH OF MT. CARMEL ROAD AND ON THE WEST SIDE OF NORTH MAIN STREET, AS REQUESTED BY CLEBURNE OZF, LLC, REPRESENTED BY GOLD CREEK HOMES, **CASE ZC21-033**

Danielle Castillo, Planning Manager, presented the case and briefed the Commission on the request.

Commissioner Walker questioned staff regarding the proposed revisions to the architectural elevations.

Mrs. Castillo responded that the applicant had indicated that the proposed revisions to the architectural elevations would enhance the visual appeal of the development.

The applicant, Ryan Voorhees, was present to brief the Commission on the request. He stated that the proposed revisions to the architectural elevations had been in response to market demand and that no changes had been made to the proposed floor plans.

Chairman Archer expressed his concern with the proposal to make the roofs of the apartment buildings flat.

Mr. Voorhees responded that the design revisions had been made in response to similar architectural styles being utilized throughout the metroplex.

Chairman Archer questioned the applicant whether the mechanical equipment would be stored on the roof.

Mr. Voorhees responded that the mechanical equipment would be stored on the roof.

Vice-Chairman Albertson expressed his desire to see the proposed development remain the same as was originally approved.

Chairman Archer questioned the applicant regarding the improvements that would result from the proposed Planned Development (PD) amendments.

Mr. Voorhees responded that the proposed architectural style would make it easier to bring in a leasing company.

Commissioner Saunders stated that the proposed contemporary architectural style of the apartment buildings is prominent throughout the Dallas area.

Commissioner Svendsen stated that the proposed architectural style appeared to be harmonious with current multi-family building trends.

Vice-Chairman Albertson questioned staff whether any changes would be made to the commercial portion of the PD.

Mrs. Castillo responded that no changes would be made to the commercial portion of the PD.

Chairman Archer questioned the applicant regarding the clubhouse.

Mr. Voorhees responded that the clubhouse would largely stay the same, with minor changes to the entryway of the building.

Commissioner Walker expressed his concern with the proposed revisions to the building elevations.

Mr. Voorhees explained that the proposed revisions to the roofs of the buildings had been made in order to provide variation along the roofline.

David Jones, Community Development Director, noted that a cornice could be utilized along the roofline to provide greater variation. He also noted that the proposed revisions had removed detailing that had originally been proposed on the entryways for each building.

Mr. Voorhees responded that he would be willing to provide stone detailing around the entryway for each building.

Chairman Archer questioned the applicant regarding the proposed revisions to the stairways.

Mr. Voorhees responded that the stairways had been made more open in order to comply with the City's Building Code.

Vice-Chairman Albertson questioned the applicant regarding the stone product that would be used during construction.

Mr. Voorhees explained the stone product that would be used during construction.

Vice-Chairman Albertson expressed his desire to see detailing added to the entryways of the buildings.

Mr. Voorhees agreed that adding stone detailing to the entryways of the buildings would improve the building elevations. He stated that each of the proposed amendments would help keep the development current and marketable.

Vice-Chairman Albertson questioned the applicant regarding the proposal to remove several of the barbecue grills.

Mr. Voorhees responded that barbecue grills are a maintenance concern for property management companies.

Commissioner Saunders questioned the applicant whether barbecue grills would be allowed on the patios for each apartment unit.

Mr. Voorhees responded that barbecue grills would not be allowed on the patios for each apartment unit.

Vice-Chairman Albertson stated that stone detailing for the entryways should be added as a condition of approval for the proposed amendment.

Mr. Voorhees responded that it would be easier to provide the stone detailing provided that it be limited to the first floor only.

Chairman Archer expressed his concern for the proposed amendments to the PD.

Chairman Archer opened the public hearing.

There being no one present who wished to speak on the item, Chairman Archer closed the public hearing.

There being no other questions or items for discussion, Chairman Archer called for a motion. Commissioner Saunders made a motion to approve the request with the following condition:

1. The addition of stone material for the breezeways (entryways).

Commissioner Svendsen seconded the motion. **The motion to approve with conditions carried by a vote of 4-1, with Commissioner Walker voting against the motion.**

CONSIDER A REQUEST TO REZONE ±138.25 ACRES FROM IH (INTERIM HOLDING DISTRICT) AND M2 (HEAVY INDUSTRIAL DISTRICT) TO SF-4 (SINGLE-FAMILY DWELLING DISTRICT), GENERALLY LOCATED APPROXIMATELY 1,000 FEET WEST OF CHISHOLM TRAIL PARKWAY AND ON THE SOUTH SIDE OF WEATHERFORD HIGHWAY, AS REQUESTED BY DRAGON S RANCH PARTNERSHIP, REPRESENTED BY CLEBURNE 135, LLC, **CASE ZC21-034**

Danielle Castillo, Planning Manager, presented the case and briefed the Commission on the request.

Chairman Archer questioned staff regarding the proposal for a straight rezoning.

Mrs. Castillo explained that staff had met with the applicant to review the proposal. She stated that, ultimately, the applicant had elected to proceed with a straight rezoning request, instead of a Planned Development (PD).

Chairman Archer questioned staff whether the proposal would be subject to the standards proposed with the Zoning Ordinance update.

Mrs. Castillo responded that it would depend on when the applicant decided to begin development of the subject property.

Commissioner Saunders questioned staff regarding the Zoning Ordinance update.

Mrs. Castillo responded that the Zoning Ordinance update would convert the proposed zoning district of SF-4 (Single-Family Dwelling District) to the new zoning district of SF-7 (Single-Family Dwelling District).

Commissioner Svendsen questioned staff regarding the SF-7 zoning district.

Mrs. Castillo responded that the SF-7 zoning district would permit construction of single-family homes.

Commissioner Svendsen questioned the applicant regarding the proposed home sizes of the subject development.

The applicant, Mark Allen, was present to brief the Commission on the request. He stated that the proposed homes would be a minimum of 1,500 square feet and could be as much as 3,000 square feet.

Commissioner Saunders expressed his concern for the abundance of starter homes throughout the City. He expressed his desire for new residential developments to propose larger home sizes.

Mr. Allen questioned the Commission regarding the size of homes that the City would like to see proposed.

Commissioner Saunders expressed his desire for single-family homes in new residential developments being sold at prices higher than \$315,000.

Mr. Allen stated his expectation that the homes within the subject development would sell between \$325,000 and \$350,000.

Commissioner Saunders questioned the applicant regarding the average square footage of the proposed homes.

Mr. Allen responded that the average square footage of the proposed homes would likely be around 2,500 square feet.

Chairman Archer stated his desire to have some assurances regarding the proposed development. He expressed his concern that the requested SF-4 zoning would not provide any guarantees with the proposed development.

Mr. Allen explained that he had decided to pursue a straight rezoning for the property with the intention of the Zoning Ordinance update having already been completed.

Commissioner Svendsen expressed his desire to have the homes constructed with masonry product.

Mr. Allen stated that the discussed standards could be added as conditions of approval for the proposed development.

Vice-Chairman Albertson questioned staff whether conditions could be added as part of a straight rezoning approval.

Mrs. Castillo responded that conditions could not be added as part of a straight rezoning approval.

David Jones, Community Development Director, stated that the proposal could be recommended for approval with a stricter zoning district designation.

Commissioner Svendsen questioned the applicant regarding off-street parking.

Mr. Allen responded that the homes would have a two (2)-car garage at a minimum.

Chairman Archer questioned staff regarding the proposed standards for the SF-10 (Single-Family Dwelling District) zoning district.

Mr. Jones responded that one of the proposed standards for the SF-10 zoning district is a minimum 10,000 square-foot lot size.

Vice-Chairman Albertson questioned the applicant regarding the proposed lot size.

Mr. Allen responded that the ideal lot size for the development would be 7,000 square feet.

Commissioner Svendsen questioned staff regarding the front-yard setback requirement.

Colt Friedrich, Project Engineer, responded that the front-yard setback requirement would be 30 feet.

Mr. Allen stated that the proposed development, with regard to average home size, would largely be market driven.

Vice-Chairman Albertson questioned the applicant whether the lots would be sold to builders.

Mr. Allen responded that the lots would be sold to builders.

Commissioner Svendsen questioned the applicant regarding who would be responsible for the infrastructure within the development.

Mr. Allen responded that he would be responsible for the infrastructure within the development.

Chairman Archer questioned staff regarding the street standards that would be applicable to the development.

Mr. Friedrich explained the street standards that would be applicable to the development.

Commissioner Svendsen questioned staff regarding the City's sidewalk standards.

Mr. Friedrich responded that a minimum of four-foot (4') wide sidewalks would be required.

Chairman Archer questioned the applicant regarding open space within the proposed development.

Mr. Allen responded that there would be open space areas throughout the development, but that specific amenities had not yet been decided.

Vice-Chairman Albertson questioned staff regarding the process of approval with the recommendation for a stricter zoning district.

Lindsey Hale, City Attorney, explained the process for recommending approval of the development with a stricter zoning district.

Vice-Chairman Albertson questioned staff regarding the SF-3 (Single-Family Dwelling District) zoning district.

Mrs. Castillo explained the standards of the SF-3 zoning district.

Commissioner Saunders questioned the applicant regarding the development timeline for the subject property.

Mr. Allen stated that he wanted to get started on the development as soon as possible.

Mr. Jones stated that the Commission would only be able to place conditions on the request if the applicant decided to resubmit the request as a PD.

Mr. Allen questioned staff whether the request could be denied with the intent of bringing a PD to the City Council.

Mr. Jones responded that the request would need to be brought back to the Planning and Zoning Commission if it were to be revised to a PD.

Chairman Archer questioned staff regarding the options for recommendation for the request.

Ms. Hale explained the options for recommendation for the request.

Mr. Allen expressed his desire to have the request moved forward to the City Council for action.

Chairman Archer opened the public hearing.

There being no one present who wished to speak on the item, Chairman Archer closed the public hearing.

Ms. Hale stated that a PD would need to be brought back to the Commission for recommendation.

Chairman Archer stated his comfort with having the request be recommended for the SF-3 zoning district for approval.

Mrs. Castillo stated that if the Commission recommended denial of the request that it would mean that the request would require a super-majority vote in order to be approved by the City Council.

There being no other questions or items for discussion, Chairman Archer called for a motion. Commissioner Saunders made a motion to recommend the SF-3 (Single-Family Dwelling District) for approval and Commissioner Walker seconded the motion. **The motion to approve carried by a vote of 5-0.**

### **SECTION III: OTHER BUSINESS:**

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

- i. PC21-054 – Live Oak Apartments – Final Plat
- ii. PC21-056 – Cates Ranch – Preliminary Plat
- iii. ZC21-021 – Bates Ridge PD Rezone
- iv. ZC21-025 – Pittman Street Rezone – SF-4 to D
- v. ZC21-026 – 112 E. Industrial Parking SUP
- vi. ZC21-030 – 208 Post Oak Rezone – M1 to SF-4

### **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.

Chairman Archer 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 7:51 P.M.

Chairman Archer closed the Executive Session at 8:34 P.M. and the meeting reconvened into open session.

**THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 8:34 PM.**