

**THIS IS NOT A VERBATIM TRANSCRIPTION
CITY OF CLEBURNE
PLANNING AND ZONING COMMISSION
MINUTES OF THE JANUARY 25, 2021 MEETING**

The Planning and Zoning Commission (P&Z) of the City of Cleburne held a Public Hearing on Monday, January 25, 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
Robert Walker
Sonny Albertson
Chris Saunders

CITY STAFF PRESENT:

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

COMMISSION MEMBERS ABSENT:

Summerly Sherlock

MEETING FORMAT:

Mr. Anderle, 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 Walker, Commissioner Castles and Commissioner Albertson were present at the meeting in the Council Chambers.

Commissioner Saunders tuned into the meeting remotely.

CALL TO ORDER:

The meeting was called to order by Chairwoman Day at 6:35 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 11, 2021 Planning and Zoning Commission meeting were considered.

Commissioner Castles made a motion to approve the minutes of the January 11, 2021 meeting and the motion was seconded by Commissioner Walker. **The motion to approve the minutes carried by a vote of 6-0.**

SECTION I: PLATTING:

CONSIDER A PLAT EXTENSION FOR THE MINOR REPLAT OF LOT 1, BLOCK 1, OF HOMES MX2 ADDITION, AN ADDITION TO THE CITY OF CLEBURNE, JOHNSON COUNTY, TEXAS, BEING ±0.27 ACRES, LOCATED AT 729 EAST BROWN STREET, AS REQUESTED BY HOMES MX2, LLC, **CASE PC20-056**

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

There being no requirement for a public hearing, Chairwoman Day 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 6-0.**

CONSIDER THE MINOR REPLAT OF LOT 1, BLOCK 1, OF HOMES MX2 ADDITION, AN ADDITION TO THE CITY OF CLEBURNE, JOHNSON COUNTY, TEXAS, BEING ±0.27 ACRES, LOCATED AT 729 EAST BROWN STREET, AS REQUESTED BY HOMES MX2, LLC, **CASE PC20-056**

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

Vice-Chairman Archer questioned staff regarding the existing right-of-way dimensions along Atlantic Avenue.

Colt Friedrich, Project Engineer, explained that the existing right-of-way dimension for Atlantic Avenue continues to the south and the north at 20 feet.

Chairwoman Day questioned staff regarding the rear-yard setback requirement for the subject property.

Mrs. Castillo responded that the rear-yard setback is 20 feet.

Chairwoman Day questioned staff regarding the requested variance along East Brown Street.

Mrs. Castillo explained that the requested variance along East Brown Street would allow the property owner from having to dedicate 2.5 feet of the property for future public right-of-way.

Vice-Chairman Archer questioned staff whether sidewalks would be required for the subject property.

Mr. Friedrich explained that sidewalks would not be required for the subject property.

Chairwoman Day questioned staff regarding the existing right-of-way dimensions along East Brown Street.

Mr. Friedrich responded that the existing right-of-way for East Brown Street to the west is 60 feet and that the existing right-of-way to the east is 40 feet.

Commissioner Albertson questioned the applicant regarding whether the property would have pavement or a garage to accommodate parking for each unit.

The applicant, Martha Miranda, was present to brief the Commission on the request and responded that she had plans to build two (2) duplexes with a concrete driveway to accommodate two (2) parking spaces for each unit. She stated that the requested variances would allow her to be able to fit each duplex on the lot in accordance with City building setback requirements.

Commissioner Albertson questioned staff regarding the drainage requirements.

Mr. Friedrich responded that drainage would be addressed with the building permit application.

Commissioner Saunders questioned staff for clarification regarding the requirement to build sidewalks on new construction.

Mr. Friedrich explained that sidewalks would not be required for the subject property due to the lack of existing sidewalks throughout the immediate vicinity and due to the fact that the property is not located along a direct route to a school, which is the current requirement in the ordinance.

Chairwoman Day opened the public hearing.

There being no one present who wished to speak on this item, Chairwoman Day closed the public hearing.

Commissioner Albertson questioned staff whether the applicant would be required to install curbs along Atlantic Avenue.

Mr. Friedrich stated that he did not think it would be likely that the applicant would have to install new curbs.

There being no other questions or items for discussion, Chairwoman Day called for a motion. Commissioner Castles made a motion to approve the request as presented with the following variances:

1. The ROW dedication variance along Atlantic Avenue be approved as presented; and
2. The ROW dedication variance along East Brown Street be approved as presented.

Vice-Chairman Archer seconded the motion. **The motion to approve carried by a vote of 6-0.**

SECTION II: OTHER BUSINESS:

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

- i. ZC20-026 – 2221 Pipeline Road Rezone – M2 to MF
- ii. ZC20-027 – 706 and 708 South Brazos Avenue Rezone – M1 to D
- iii. PC20-047 – Remington Ridge Phase IV Preliminary Plat
- iv. PC20-048 – Hidden Village Final Plat
- v. PC20-049 – Trail Creek Addition Preliminary Plat
- vi. PC20-050 – Cleburne Station Final Plat
- vii. PC20-051 – Morgan’s Addition Minor Replat

Mrs. Castillo briefed the Commission on actions taken by the City Council at the January 12, 2021 meeting on the above listed Planning and Zoning cases.

THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 7:05 PM.