

**THIS IS NOT A VERBATIM TRANSCRIPTION
CITY OF CLEBURNE
PLANNING AND ZONING COMMISSION
MINUTES OF THE FEBRUARY 14, 2022 MEETING**

The Planning and Zoning Commission (P&Z) of the City of Cleburne held a Public Hearing on Monday, February 14, 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
Summerly Sherlock
Chris Saunders
Vance Castles
Robert Walker
Peter Svendsen

CITY STAFF PRESENT:

David Jones, Community Development
Director
Danielle Castillo, Planning Manager
David Jellen, Planner
Jeremy Hutt, Director of Public Works
Colt Friedrich, Project Engineer
Lindsey Hale, City Attorney

CITY STAFF ABSENT:

Laura Melton, Asst. Director of Public Works

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 24, 2022 Planning and Zoning Commission meeting were considered.

Chairman Archer noted several revisions that needed to be made to the meeting minutes.

Commissioner Saunders made a motion to approve the minutes of the January 24, 2022 meeting with the following amendment:

1. Revise the minutes to state “Chairman Archer” and “Vice-Chairman Albertson” where necessary.

Vice-Chairman Albertson seconded the motion. **The motion to approve the minutes with conditions carried by a vote of 6-0.**

Commissioner Svendsen arrived after the approval of minutes.

SECTION I: TEMPORARY USE – SPECIAL EVENT:

CONSIDER A REQUEST FOR THE TEMPORARY USE OF HULEN PARK LOCATED AT 900 S. HILLSBORO ST. FOR A CARNIVAL DURING “SPRING CARNIVAL” FROM APRIL 7, 2022 THRU APRIL 10, 2022. THIS SPECIAL EVENT DESCRIBED IN §155.58 TEMPORARY USES

MEETS THE CRITERIA DEFINED IN THIS SECTION, AS REQUESTED BY CLEBURNE PERFORMING ARTS, LLC, REPRESENTED BY MAXINE AMMONS, **CASE GC22-003**

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

Chairman Archer questioned staff regarding the carnival.

Mrs. Castillo responded that the carnival would be operated by the same organization that had done so in previous years.

Commissioner Svendsen questioned staff regarding the public restrooms at the park.

Mrs. Castillo responded that the public restrooms would be open during the carnival hours and that an additional four (4) portable toilets would be brought in for the event.

Vice-Chairman Albertson questioned the applicant regarding the number of portable toilets that were used at the previous year's carnival.

The applicant, Maxine Ammons, responded that there had been four (4) portable toilets at the previous year's carnival.

Chairman Archer questioned staff regarding the restroom situation at the previous year's carnival.

Mrs. Castillo explained that the City's public restrooms had been closed for repairs during the time leading up to the previous year's carnival and that they were repaired in time for the carnival's opening.

There being no requirement for a public hearing and there being no other questions or items for discussion, Chairman Archer called for a motion. Commissioner Svendsen made a motion to approve the request as presented and Commissioner Sherlock seconded the motion. **The motion to approve carried by a vote of 7-0.**

SECTION II: PLATTING:

CONSIDER THE PRELIMINARY PLAT OF BATES FARMS ADDITION, FOR 375 SINGLE-FAMILY DETACHED RESIDENTIAL LOTS AND 15 OPEN SPACE LOTS, BEING ±84.797 ACRES, GENERALLY LOCATED APPROXIMATELY 1,700 FEET WEST OF NOLAN RIDGE DRIVE, BETWEEN WEST KILPATRICK AVENUE AND US HIGHWAY 67, AS REQUESTED BY BATES FARMS LP, REPRESENTED BY CLAYMOORE ENGINEERING, **CASE PC22-001**

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

Chairman Archer questioned staff regarding the preliminary plat.

Mrs. Castillo explained that the preliminary plat conformed to the approved planned development.

Commissioner Svendsen questioned staff about the traffic circulation within the proposed development.

Mr. Jellen responded that the proposed development included access along U.S. Highway 67 to the north and River Bend Road to the east.

There being no requirement for a public hearing and there being no other questions or items for discussion, Chairman Archer called for a motion. Commissioner Castles made a motion to approve the request as presented and Commissioner Walker seconded the motion. **The motion to approve carried by a vote of 7-0.**

SECTION III: ZONING:

CONSIDER A REQUEST TO REZONE ±0.24 ACRES FROM M1 (LIGHT INDUSTRIAL DISTRICT) TO SF-4 (SINGLE-FAMILY DWELLING DISTRICT), LOCATED AT 207 EVANS STREET, AS REQUESTED BY BAFCO LLC, **CASE ZC22-002**

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

Commissioner Walker questioned staff regarding the configuration of the subject property.

Mr. Jellen responded that the subject property was a portion of two (2) legal lots of record and would need to be platted prior to development.

Vice-Chairman Albertson questioned staff regarding the location of the northern property line.

Mr. Jellen explained that the northern property line did not follow the existing fence line.

Chairman Archer opened the public hearing.

The applicant, Brian Fox, was present to brief the Commission on the request. He stated that the fence along the northern property line would be removed prior to construction of the home.

There being no other questions or items for discussion, Chairman Archer closed the public hearing and called for a motion. Commissioner Saunders made a motion to approve the request as presented and Commissioner Walker seconded the motion. **The motion to approve carried by a vote of 7-0.**

SECTION IV: OTHER BUSINESS:

CONSIDER AN ORDINANCE UPDATING THE MASTER THOROUGHFARE PLAN OF THE CITY OF CLEBURNE, **GC22-002**

Colt Friedrich, Project Engineer, briefed the Commission on the request.

Jeff Whitacre, Consultant with Kimley-Horn, made a presentation on the proposed updates to the Master Thoroughfare Plan (MTP).

Commissioner Svendsen questioned the consultant regarding the recommendations for Nolan River Road.

Mr. Whitacre responded that the MTP had several recommendations regarding specific infrastructure improvements to alleviate congestion along Nolan River Road.

Chairman Archer questioned the applicant regarding the role of the County with regard to county-owned roads in the MTP.

Mr. Whitacre responded that the County did not have their own thoroughfare plan and that the City would work with the County to implement the MTP on county-owned roads.

Commissioner Svendsen questioned staff regarding the timing of construction on University Drive.

Jeremy Hutt, Director of Public Works, responded that the City was prioritizing the construction of University Drive.

Commissioner Svendsen expressed his concern that Nolan River Road would not be able to handle the volume of traffic created by incoming developments without the completion of University Drive.

Chairman Archer expressed his desire to have improvements made to Old Foamy Road and the completion of Park Boulevard prioritized as part of the MTP.

Mr. Hutt explained that the City was in conversations with the County to address Old Foamy Road.

Chairman Archer questioned the consultant whether any one-way streets had been considered as part of the MTP.

Mr. Whitacre explained that one-way streets were not considered as part of the MTP.

Chairman Archer expressed his support for the MTP and stated that it would be important to begin implementing the plan.

Commissioner Svendsen stated that infrastructure improvements were needed across the City.

Chairman Archer questioned staff regarding the expansion of Ridgeway Drive.

Mr. Friedrich responded that the City had not received the civil plans for the Ridgeway Drive expansion.

Chairman Archer questioned the consultant regarding Yellow Jacket Drive.

Mr. Whitacre explained the MTP recommendations regarding Yellow Jacket Drive.

Commissioner Castles expressed his support for the MTP and the need to begin implementing the plan.

Commissioner Saunders questioned staff regarding the plan for the southern portion of University Drive.

Mr. Friedrich explained that the City would consider multiple options for the construction of the southern portion of University Drive, including a combination of developer and City-led construction as opportunities and funding become available.

There being no other questions or items for discussion, Chairman Archer called for a motion. Commissioner Saunders made a motion to approve the request as presented and

Commissioner Svendsen seconded the motion. **The motion to approve carried by a vote of 7-0.**

UPDATE ON ACTIONS TAKEN BY THE CITY COUNCIL AT THEIR LAST MEETING ON PLANNING AND ZONING CASES:

- i. ZC21-033 – Live Oak Apartments – PD Amendment
- ii. ZC21-034 – Weatherford Highway Rezone – IH and M2 to SF-4

Mrs. Castillo briefed the Commission on actions taken by the City Council at the February 8, 2022 meeting on the above listed Planning and Zoning cases.

BRIEFING REGARDING THE ZONING ORDINANCE UPDATE.

David Jones, Community Development Director, briefed the Commission on the Zoning Ordinance Update.

Chairman Archer questioned staff if anyone attending the open houses had any concerns about the ordinance and whether that would lead to changes in the draft.

Mr. Jones responded that some elements of the Main Street Overlay could be tweaked to allow for existing auto sales businesses to continue rather than being phased out with future changes in ownership. He indicated there could be other minor changes based on the input staff had received.

Councilman Castles questioned staff when the ordinance would be adopted.

Mr. Jones responded that the ordinance was still on track for a spring adoption.

THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 7:39 PM.