

**THIS IS NOT A VERBATIM TRANSCRIPTION  
CITY OF CLEBURNE  
PLANNING AND ZONING COMMISSION  
MINUTES OF THE MARCH 22, 2021 MEETING**

The Planning and Zoning Commission (P&Z) of the City of Cleburne held a Public Hearing on Monday, March 22, 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

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

**COMMISSION MEMBERS ABSENT:**

Summerly Sherlock

**CITY STAFF ABSENT:**

Colt Friedrich, Project Engineer

**CITY STAFF PRESENT:**

**MEETING FORMAT:**

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

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

**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 March 8, 2021 Planning and Zoning Commission meeting were considered.

Commissioner Walker made a motion to approve the minutes of the March 8, 2021 meeting and the motion was seconded by Commissioner Albertson. **The motion to approve the minutes carried by a vote of 6-0.**

**SECTION I: ZONING:**

CONSIDER A REQUEST TO REZONE ±0.25 ACRES FROM MF (MULTIPLE-FAMILY HOUSING DISTRICT) TO MF/SUP (MULTIPLE-FAMILY HOUSING DISTRICT WITH A SPECIFIC USE PERMIT FOR A PRIVATE COMMUNITY CENTER), LOCATED AT 901 SOUTH ROBINSON STREET, AS REQUESTED BY GONE WITH THE WIND REMEMBERED MUSEUM, REPRESENTED BY VICKY L. ROGERS, **CASE ZC21-003**

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

Commissioner Walker questioned staff whether the garage parking spaces had been counted toward the total provided parking spaces.

Mr. Jellen responded that the garage parking spaces had been counted as part of the total provided parking spaces.

The applicant, Michael Rogers, was present to brief the Commission on the request.

Chairwoman Day expressed her concern that there would not be enough parking spaces to support use of the building as an event center. She questioned the applicant if a formal shared parking agreement would be submitted for use of the parking spaces at the Gone With the Wind Remembered Museum.

Mr. Rogers stated that a shared parking agreement would not be needed in order to utilize the parking spaces at the Gone With the Wind Remembered Museum.

Chairwoman Day stated that both the Gone With the Wind Remembered Museum and Guest House did not have the required number of parking spaces, as required by the City's Zoning Ordinance.

Mr. Rogers responded that the proposed event center annex would be mainly used for storage, with the occasional small event.

Commissioner Castles stated that the parking would not be an issue and that the proposed specific use permit (SUP) would enhance the character of the neighborhood.

Vice-Chairman Archer agreed that the reduced parking and setbacks would not be an issue for the proposed use of the property. He stated that the proposed SUP would improve the community.

Mr. Rogers explained that the request for the reduced front yard setback would be to provide adequate parking and access to the rear of the lot. He stated that there had never been any historical problems with the reduced number of parking spaces for either of the existing buildings.

Commissioner Walker stated that the proposed SUP would be able to utilize on-street parking to help address any parking issues.

Mr. Rogers stated that the proposed building would be an enhancement to the community and to the existing Gone With the Wind Museum buildings.

Commissioner Walker questioned the applicant if he would be removing the fence between the existing Guest House and the proposed building.

Mr. Rogers stated that the fence would be removed in order to be able to accommodate outdoor events.

Commissioner Walker questioned the applicant regarding the function of the proposed overhead doors in the rear of the proposed building adjacent to the covered parking spaces.

Mr. Rogers responded that the overhead doors would help ventilate the building. Commissioner Walker questioned the applicant if there would be air conditioning in the proposed building.

Mr. Rogers responded that the proposed building would not be air-conditioned, as it would primarily be used for storage.

Commissioner Albertson expressed his concern that the proposed reduction in parking spaces would create issues in the future if the building ever changed from being primarily used for storage. He stated that there needed to be additional off-street parking spaces and that the conceptual plan for the building appeared to show space for two (2) more parking spaces along the east side of the building along First Street.

Mr. Rogers responded that it would be a possibility to add two (2) additional spaces on the east side of the building.

Commissioner Saunders expressed his concern that the proposed parking spaces would not be sufficient for the proposed use of the building. He questioned the applicant if there would be multiple events happening at a single time.

Mr. Rogers responded that there would not be multiple events happening at a single time.

Commissioner Saunders questioned the applicant if it would be possible to revise the proposed front yard setback from 17 feet to 20 feet.

Mr. Rogers responded that it would be possible to decrease the length of the porch in order to have a 20-foot front yard setback.

Chairwoman Day opened the public hearing.

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

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

1. The reduction of the front yard setback to 17 feet; and
2. The waiver to reduce the parking requirement from 17 spaces to 11 spaces.

Commissioner Albertson seconded the motion. **The motion to approve with conditions carried by a vote of 4-2.**

## **SECTION II: OTHER BUSINESS:**

CONSIDER A REQUEST FOR THE TEMPORARY USE OF HULEN PARK LOCATED AT 900 SOUTH HILLSBORO STREET FOR A CARNIVAL DURING "SPRING FEST" FROM APRIL 14, 2021 THRU APRIL 18, 2021. 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 GC21-003**

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

Commissioner Castles questioned staff regarding the reason for the request from the Planning and Zoning Commission.

Mrs. Castillo explained that temporary use permits are required to be considered by the Planning and Zoning Commission and granted by the City Council.

Vice-Chairman Archer questioned the applicant regarding the proposed number of restrooms and whether they would be sufficient.

The applicant, Maxine Ammons, was present to brief the Commission on the request. She stated that the proposed number of restrooms was consistent with what had been used in previous years.

Vice-Chairman Archer questioned the applicant whether the carnival would be managed by the same group as had been used in previous years.

Ms. Ammons responded that the carnival would be managed by the same group as had been used in previous years.

Chairwoman Day questioned the applicant whether there would be vendors present at the carnival.

Ms. Ammons responded that there would not be vendors present at the carnival.

Chairwoman Day questioned the applicant whether there would be stages at the event.

Ms. Ammons responded that no stages were being planned to be used at the event. She explained that there was the possibility that stages would be used, dependent on whether the Dance Academy prepared a performance for the event.

Chairwoman Day questioned the applicant if the public restroom facilities at the park would be available for the event.

Ms. Ammons responded that she was not sure if maintenance of the public restroom facilities at the park would be finished in time for the event.

Commissioner Albertson questioned the applicant regarding attendance of the event in previous years.

Ms. Ammons responded that she was not sure how many people had attended the event in previous years. She stated that there would be more rides at the event than what there had been in previous years.

Chairwoman Day stated her expectation that there would be more people attending the carnival this year than in previous years. She questioned staff regarding the restroom facilities and asked staff to notify local restaurants of the possibility that vendors would not be available at the carnival.

Ms. Ammons stated that although no vendors would be present at the carnival, food would still be available to purchase at the event.

There being no requirement for a public hearing, Chairwoman Day called for a motion. Vice-Chairman Archer made a motion to approve the request with the following condition:

1. If the bathroom facilities at Hulen Park are not completed before the event, additional portable potties will be provided.

Commissioner Saunders seconded the motion. **The motion to approve with conditions carried by a vote of 6-0.**

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

- i. ZC21-002 – 308 N. Robinson Street Rezone – C0 to SF-4

Mrs. Castillo briefed the Commission on actions taken by the City Council at the March 9, 2021 meeting on the above listed Planning and Zoning cases.

**THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 7:25 PM.**