

**THIS IS NOT A VERBATIM TRANSCRIPTION  
CITY OF CLEBURNE  
PLANNING AND ZONING COMMISSION  
MINUTES OF THE APRIL 25, 2022 MEETING**

The Planning and Zoning Commission (P&Z) of the City of Cleburne met in open session on Monday, April 25, 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  
Robert Walker  
Vance Castles  
Chris Saunders  
Peter Svendsen

**CITY STAFF PRESENT:**

David Jones, Community Development  
Director  
Danielle Castillo, Planning Manager  
David Jellen, Planner  
Lindsey Hale, City Attorney  
Rachel Raggio, City Attorney

**COMMISSION MEMBERS ABSENT:**

Summerly Sherlock

**CITY STAFF ABSENT:**

Laura Melton, Asst. Director of Public Works  
Colt Friedrich, Project Engineer

**CALL TO ORDER:**

The meeting was called to order by Chairman Archer at 6:32 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 April 11, 2022 Planning and Zoning Commission meeting were considered.

Vice-Chairman Albertson made a motion to approve the minutes of the April 11, 2022 meeting and the motion was seconded by Commissioner Walker. **The motion to approve the minutes carried by a vote of 5-0.**

**SECTION I: PLATTING:**

CONSIDER A 30-DAY PLAT EXTENSION FOR THE PRELIMINARY PLAT OF OAK HILL ESTATES, FOR THE CONSTRUCTION OF SINGLE-FAMILY RESIDENTIAL LOTS, BEING ±26.065 ACRES, GENERALLY LOCATED AT THE SOUTHEAST INTERSECTION OF SOUTH BRAZOS AVENUE AND EDGEWOOD LANE, AS REQUESTED BY MIRGON ENTERPRISES, LLC, **CASE PC22-016**

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

Vice-Chairman Albertson questioned staff whether the proposed plat extension could only be requested once.

Mrs. Castillo responded that State Law allows one 30-day extension of the mandated 30-day “shot clock”.

Chairman Archer questioned staff whether the proposed plat extension was due to extenuating circumstances or part of standard procedure.

Mrs. Castillo responded that the requested plat extension was standard procedure. She further explained that the applicant changed the engineering firm that was representing her and was requesting additional time to address staff comments.

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 5-0.**

**SECTION II: OTHER BUSINESS:**

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

- i. ZC22-007 – 609 Colorado Street Rezone – M1 to SF-4
- ii. ZC22-009 – 941 N. Border Street Rezone – M1 to SF-4

Mrs. Castillo briefed the Commission on actions taken by the City Council at the April 12, 2022 meeting on the above listed Planning and Zoning cases.

COMPREHENSIVE WALKTHROUGH AND Q&A REGARDING THE NEW ZONING ORDINANCE, ZONING MAP AND FUTURE LAND USE MAP ADOPTED ON APRIL 12, 2022

Daniel Harrison, Consultant for Freese and Nichols, Inc., briefed the Commission on the Zoning Ordinance Update.

Commissioner Castles questioned staff regarding existing automobile related businesses along Main Street and whether they would allowed to be sold and continue to operate.

Mr. Harrison responded that the previously proposed restrictions regarding the continued operation of existing automobile related businesses had been removed from the Ordinance. He explained that existing automobile related businesses along Main Street would be allowed to continue to operate even if the business were sold.

Commissioner Walker expressed his support of the Ordinance and noted that the digital version of the document included many hyperlinks to make the document easier to navigate.

Mr. Harrison stated that the hyperlinks would make the Ordinance more transparent and easier to use.

Chairman Archer expressed his support of the Ordinance and noted for the record that Commissioner Svendsen had joined the meeting at 6:40 p.m.

Mr. Harrison stated that the Ordinance would be a great tool for staff and the community.

Chairman Archer requested physical copies of the Ordinance for each of the Commissioners.

Mrs. Castillo responded that staff would provide the Commission with physical copies of the Ordinance and that the PDF version of the document would remain available for access on the City's website.

**THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 7:18 PM.**