

**THIS IS NOT A VERBATIM TRANSCRIPTION
CITY OF CLEBURNE
PLANNING AND ZONING COMMISSION
MINUTES OF THE APRIL 26, 2021 MEETING**

The Planning and Zoning Commission (P&Z) of the City of Cleburne held a Public Hearing on Monday, April 26, 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:

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
Lindsey Hale, City Attorney

COMMISSION MEMBERS ABSENT:

Dena Day – Chairwoman
Summerly Sherlock

MEETING FORMAT:

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

Mr. Friedrich tuned into the meeting remotely.

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 Vice-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 April 12, 2021 Planning and Zoning Commission meeting were considered.

Commissioner Walker made a motion to approve the minutes of the April 12, 2021 meeting and the motion was seconded by Commissioner Albertson. **The motion to approve the minutes carried by a vote of 5-0.**

SECTION I: ZONING:

CONSIDER A REQUEST TO REZONE ±0.16 ACRES FROM C1 (LOCAL BUSINESS DISTRICT) TO SF-4 (SINGLE-FAMILY DWELLING DISTRICT), LOCATED AT 202 HOLLINGSWORTH STREET AND 147 PEACOCK STREET, AS REQUESTED BY PRESCHER CUSTOM HOMES, REPRESENTED BY LISA PRESCHER, **CASE ZC21-005**

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

Commissioner Albertson questioned staff regarding the existing dimensions of the lots.

Mr. Jellen confirmed that each lot was roughly 50 feet by 70 feet and stated that the two lots would be platted together prior to being developed.

Vice-Chairman Archer opened the public hearing.

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

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

Vice-Chairman Archer questioned the applicant regarding his development plans.

Mr. Easter responded that his plans were to replat the subject properties and build a single-family home on the lot.

Vice-Chairman Archer questioned the applicant whether a variance would be necessary in order to fit the proposed home on the lot within the required setbacks.

Mr. Easter responded that a variance would not be necessary in order to fit the proposed home on the lot within the required setbacks.

Bradley Anderle, City Attorney, stated that any applicable variances would be acted upon at a future date.

There being no other questions or items for discussion, Vice-Chairman Archer called for a motion. Commissioner Castles made a motion to approve the request as presented and Commissioner Saunders seconded the motion. **The motion to approve carried by a vote of 5-0.**

SECTION II: PLATTING:

CONSIDER THE FINAL PLAT OF LOTS 2, 3 AND 4X, BLOCK 1R OF CLEBURNE STATION, BEING ±25.025 ACRES, LOCATED AT THE NORTHEAST CORNER OF NORTH NOLAN RIVER ROAD AND CLEBURNE STATION PARKWAY, AS REQUESTED BY CLEBURNE STATION INVESTMENTS, LP, REPRESENTED BY THE JOHN R. MCADAMS COMPANY, INC., **CASE PC21-007**

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

Commissioner Walker questioned staff regarding the proposed easements in Lot 2.

Mrs. Castillo explained that the easement running east and west across the lot would be for utilities and a fire lane and that the easement running north and south across the lot would be for utilities.

Commissioner Walker questioned staff whether the developer would be able to build over the proposed easements.

Colt Friedrich, Project Engineer, responded that the Developer would not be able to construct any permanent structures over the proposed easements, but that they would be able to construct parking over the proposed easements.

Vice-Chairman Archer questioned staff whether the proposed final plat was consistent with the original submittal.

Mrs. Castillo explained that the proposed final plat was consistent with the preliminary plat for the property.

There being no requirement for a public hearing, Vice-Chairman Archer called for a motion. Commissioner Walker made a motion to approve the request as presented and Commissioner Saunders seconded the motion. **The motion to approve carried by a vote of 5-0.**

CONSIDER THE FINAL PLAT OF TRAIL CREEK ADDITION, PHASE 1, BEING ±38.376 ACRES, GENERALLY LOCATED NORTH OF MANN COURT, SOUTH OF MIMOSA STREET AND WEST OF GRAND AVENUE, AS REQUESTED BY XR DEVELOPMENT, LLC, REPRESENTED BY TRANS TEXAS SURVEYING, **CASE PC21-008**

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

Vice-Chairman Archer questioned staff whether the proposed final plat conformed with the approved planned development (PD) standards.

Mrs. Castillo responded that the proposed final plat did conform with the approved PD standards.

Vice-Chairman Archer questioned staff whether the proposed park would be developed during Phase 1 of the development.

Mrs. Castillo responded that the proposed park would be developed during Phase 1 of the development. She stated that the Developer would be working with the Parks and Recreation Department in order to dedicate the park to the City at a future date.

There being no requirement for a public hearing, Vice-Chairman Archer called for a motion. Commissioner Saunders made a motion to approve the request as presented and Commissioner Castles seconded the motion. **The motion to approve carried by a vote of 5-0.**

CONSIDER THE FINAL PLAT OF CRAFTSMAN'S CORNER, AN ADDITION TO THE CITY OF CLEBURNE, JOHNSON COUNTY, TEXAS, BEING ±8.43 ACRES, GENERALLY LOCATED ON THE EAST SIDE OF GRANBURY STREET, ON THE WEST SIDE OF MEADOWS DRIVE AND APPROXIMATELY 250 FEET SOUTH OF WEST KILPATRICK AVENUE, AS REQUESTED BY M. SHARP FAMILY, LP, REPRESENTED BY CORY MURRAY, **CASE PC21-010**

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

Commissioner Albertson questioned staff if any changes had been made between the preliminary plat approval and the final plat submittal.

Mr. Jellen responded that no changes had been made between the preliminary plat approval and the final plat submittal.

Commissioner Walker questioned staff regarding the function of Lot 21X.

Mr. Friedrich responded that Lot 21X would serve as a detention pond to be used in conjunction with the drainage ditch (Lot 22X).

Commissioner Walker questioned staff if the drainage ditch would continue to be maintained by the City.

Mr. Friedrich stated that the drainage ditch would be maintained by the proposed home owner's association (HOA).

Commissioner Walker questioned the applicant regarding maintenance of the drainage ditch.

The applicant, Cory Murray, was present to brief the Commission on the request. He confirmed that the HOA would be responsible for maintenance of the drainage ditch.

There being no requirement for a public hearing, Vice-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 III: OTHER BUSINESS:

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

- i. ZC21-003 – 901 South Robinson SUP

Mrs. Castillo briefed the Commission on actions taken by the City Council at the April 13, 2021 meeting on the above listed Planning and Zoning cases.

THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 6:59 PM.