

**THIS IS NOT A VERBATIM TRANSCRIPTION
CITY OF CLEBURNE
PLANNING AND ZONING COMMISSION
MINUTES OF THE JULY 11, 2022 MEETING**

The Planning and Zoning Commission (P&Z) of the City of Cleburne met in open session on Monday, July 11, 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
Peter Svendsen
Vance Castles
Chris Saunders

CITY STAFF PRESENT:

David Jones, Community Development
Director
David Jellen, Planner
Colt Friedrich, Project Engineer
Lindsey Hale, City Attorney

COMMISSION MEMBERS ABSENT:

Summerly Sherlock

CITY STAFF ABSENT:

Danielle Castillo, Planning Manager
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 June 27, 2022 Planning and Zoning Commission meeting were considered.

There being no items for discussion, Chairman Archer called for a motion.

Commissioner Walker made a motion to approve the minutes of the June 27, 2022 meeting and the motion was seconded by Commissioner Saunders. **The motion to approve the minutes carried by a vote of 6-0.**

SECTION I: ZONING:

CONSIDER REQUEST TO REZONE ±2.5 ACRES FROM IH (INTERIM HOLDING DISTRICT) TO MH (MANUFACTURED HOUSING DISTRICT), GENERALLY LOCATED AT 6105 CR 1022, AS REQUESTED BY STONETOWN CAPITAL, REPRESENTED BY DYNAMIC ENGINEERING CONSULTANTS, **CASE ZC22-008.**

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

Commissioner Svendsen stated that plastic siding would not be appropriate as a construction material. He questioned staff regarding the construction material regulations.

Mr. Jellen responded that he would defer the question to the applicant.

Commissioner Walker asked whether the proposed parking pads as being constructed of asphalt or reinforced concrete.

David Jones, Community Development Director, responded that the applicant had indicated that the proposed parking pads would be constructed of reinforced concrete, but that the usage of material was not clear in the PD and would need to be addressed as part of P&Z's motion.

Commissioner Saunders questioned staff whether the City would be the sewer provider for the proposed development.

Colt Friedrich, Project Engineer, responded that City would not be the sewer provider for the proposed development.

Chairman Archer questioned staff regarding the age of the existing manufactured homes on the subject property.

Mr. Jones responded that the existing manufactured home park preceded the annexation of the property and that it would have been built to Johnson County development standards at the time of construction.

Commissioner Svendsen questioned staff regarding the location of the portion of the existing manufactured home park that is located in City limits.

Mr. Jellen referred to the aerial image of the property and noted the portion of the existing manufactured home park with regard to the City limits.

Chairman Archer questioned staff whether a curb and gutter would be required for the proposed streets within the PD.

Mr. Friedrich responded that a curb and gutter would not likely be required for the proposed development given that the majority of the streets would be under Johnson County's authority and that it would depend on whether the internal streets would be privately owned and maintained.

The applicant, Matt Getty, 720 South Colorado Boulevard, Suite 1150N, Glendale, Colorado, was present to brief the Commission on the request. Present with the applicant was his attorney, David Martin.

Mr. Getty gave a brief presentation to the Commission. He stated that the roads in the proposed development would be constructed of asphalt and would include a rolling curb and gutter.

Commissioner Svendsen expressed his concern with the status of the existing manufactured home park. He questioned the applicant whether the proposed manufactured homes in the redeveloped park would be rented or purchased and brought in by individual owners.

Mr. Getty responded that several of the proposed units would be offered for rent, but that the majority of the units would be brought in and owner-occupied. He explained that the spaces throughout the property would be rented on a monthly lease and stay under the control of the applicant.

Commissioner Svendsen questioned the applicant whether there would be any management regulations regarding the age of the manufactured homes.

Mr. Getty responded that the manufactured homes would have to be new and that proposed development would have full-time staff managing the property on-site.

Commissioner Castles questioned the applicant regarding the improvements that would be made to the existing manufactured home park.

Mr. Getty responded that the new roads and infrastructure would be installed as part of the development of the property and that the existing homes would be replaced with new ones.

Chairman Archer questioned the applicant regarding the utilities that would be utilized as part of the development.

Mr. Getty responded that Johnson County Special Utility District would be the water authority for the proposed development and that they would utilize an on-site wastewater treatment plant.

Commissioner Walker questioned the applicant regarding the proposed storage buildings for each unit.

Mr. Getty responded that each unit would have an individual 8-foot by 10-foot storage building.

Vice-Chairman Albertson questioned the applicant regarding maintenance of the individual manufactured homes and property surrounding each home.

Mr. Getty responded that the individual homes and the associated yards and plantings would be maintained by the occupant or tenant, but that the management company could issue fees to non-compliant properties and would conduct maintenance as necessary to ensure upkeep of the yards around the dwellings.

Vice-Chairman Albertson questioned the applicant whether the property would have automatic lawn sprinklers.

Mr. Getty responded that the property would not have sprinklers.

Chairman Archer expressed his concern that the proposed development would deteriorate over time.

Mr. Getty responded that the intent of the development would be maintain it so that it could continue to grow.

Chairman Archer questioned the applicant whether they had considered purchasing any properties in the vicinity.

Mr. Getty responded that he had not considered purchasing any other properties in the vicinity.

Commissioner Walker expressed his concern that the proposed development did not include a masonry screening wall along Chisholm Trail Parkway.

Mr. Getty responded that he would be open to discussing the addition of a screening wall, but expressed his concern that a masonry screening wall would be a large cost to the development.

Commissioner Walker questioned the applicant whether the intent of the development would be only to provide landscaping on the portion of the property that was within City limits.

Mr. Getty responded that the landscaping would be consistent along the boundaries of the development with what was shown on the landscaping plan and that it would also extend along the boundaries of the property.

Chairman Archer stated that the proposed development was not the best use of the property as a main entry into the City.

Commissioner Castles stated that the proposed development was not aligned with the City's Future Land Use Plan.

Mr. Martin responded that the intent of the proposed PD was to improve the existing manufactured home park. He stated that he would be willing to add commercial uses as appropriate uses within the PD in order to allow for the future development of the property.

Vice-Chairman Albertson questioned staff whether the proposed PD regulations would only apply to the portion of the property within City limits.

Mr. Jones responded that the PD regulations would only apply to the portion of the property within City limits and that the City could not enforce zoning regulations in the ETJ.

Mr. Martin stated that the entirety of the property is 19 acres and that only 2.5 acres were within City limits. He stated that the existing manufactured home park would continue to stay in use regardless of the zoning request.

Vice-Chairman Albertson questioned staff whether the property could be annexed into the City limits.

Mr. Jones responded that only the portion of the property that was within the City's ETJ could be annexed into the City limits, and that the property owner would need to voluntarily petition for annexation.

Chairman Archer closed the public hearing.

Commissioner Saunders stated that the proposed development would be an improvement on the existing development.

Commissioner Castles agreed, but expressed his concern with the location of the proposed development along Chisholm Trail Parkway.

Commissioner Svendsen expressed his desire to have a masonry screening wall included as part of the PD located along Chisholm Trail Parkway.

Vice-Chairman Albertson expressed his concern that the City would only be able to enforce the screening wall within the portion of the proposed development that was located in the City limits.

Commissioner Walker expressed his hope that the applicant would continue any proposed masonry screening wall along the entirety of the property adjacent to Chisholm Trail Parkway.

Commissioner Saunders questioned the Commission whether there were any conditions, in addition to a screening wall, that could be added to the PD.

Mr. Getty questioned the Commission whether there could be a compromise regarding the condition for a masonry screening wall. He requested that the masonry columns be utilized as opposed to full masonry wall.

Commissioner Walker questioned the applicant regarding the potential spacing of the masonry columns.

Mr. Getty responded that he was not sure what the potential spacing of the masonry columns would be. He stated that he wanted to do some research so that the wall would be economically feasible for the proposed development.

Vice-Chairman Albertson expressed his concern regarding the long-term maintenance of the proposed landscaping and screening fence.

There being no other questions or items for discussion, Chairman Archer called for a motion.

Commissioner Saunders made a motion to approve the request with the following conditions:

1. That a combination wood/masonry fence be provided along Chisholm Trail Parkway in addition to the proposed landscaping; and,
2. That the proposed parking pads be constructed of concrete.

Commissioner Walker seconded the motion. **The motion to approve with conditions carried by a vote of 4-2, with Chairman Archer and Vice-Chairman Albertson voting against the motion.**

Chairman Archer closed the meeting for a five (5) minute recess at 7:46 p.m.

Chairman Archer reopened the meeting at 7:51 p.m.

CONSIDER REQUEST TO REZONE FROM PD (PLANNED DEVELOPMENT DISTRICT) AND SF-7 (SINGLE-FAMILY DWELLING DISTRICT) TO MF-1 (MEDIUM-DENSITY RESIDENTIAL DISTRICT) AND LC (LOCAL COMMERCIAL DISTRICT), ON ±8.94 ACRES GENERALLY LOCATED NORTH OF THE INTERSECTION OF HARLIN DRIVE AND WOODARD AVENUE, CASE ZC22-014.

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

Commissioner Svendsen questioned staff regarding the proposed height allowance in the MF-1 zoning district.

Mr. Jellen responded that the maximum height allowance in the MF-1 is 45 feet, or 3 stories, and that the maximum height allowance in the SF-7 zoning district is 40 feet, or 2.5 stories. He

deferred the question to the applicant to elaborate on the design of the buildings in the proposed development.

Commissioner Svendsen expressed his concern with the possibility of having up to 16 dwelling units per acre in the MF-1.

Chairman Archer questioned staff regarding the proposed extension of Ridgeway Drive and whether it would affect the subject property.

Colt Friedrich, Project Engineer, explained that the proposed expansion to Ridgeway Drive would not affect the subject property and that it would be located to the east of the proposed development.

Commissioner Castles questioned staff whether the existing planned development across Harlin Drive would consist of duplexes.

Mr. Jellen responded that the planned development across Harlin Drive, the Meadowbrook subdivision, would consist of single-family homes on 5,300 square-foot lots.

Commissioner Castles expressed his concern with the maximum density allowance of 16 dwelling units per acre for the subject property.

Commissioner Walker questioned staff regarding the minimum lot size for the existing development to the north of the subject property.

Mr. Jellen responded that the existing development to the north of the subject property, the Saddle Creek subdivision, would consist of single-family homes on 7,000 square-foot lots.

Chairman Archer opened the public hearing.

Doris West, 1014 Woodard Avenue, expressed her concern that commercial development would have a negative impact on her property. She stated that commercial development would not be appropriate adjacent to existing residential development.

Commissioner Castles questioned Ms. West whether the applicant had offered to purchase her property.

Ms. West responded that the applicant had not offered to purchase her property.

The applicant, Argenis James, 1004 Woodard Avenue, was present to brief the Commission on the request. He responded that the commercial portion of the development would include office spaces that would be available for rent.

Chairman Archer questioned the applicant regarding the design of the proposed duplexes.

Mr. James responded that the proposed duplexes would be 100% constructed of brick, that each unit would have a two (2) car garage, and that they would largely be single-story.

Commissioner Svendsen questioned the applicant regarding the proposed square footage of each duplex.

Mr. James stated that the proposed duplexes would be 1,500 square feet per unit, for a total of 3,000 square feet per building.

Chairman Archer questioned the applicant regarding the location of any two (2) story duplexes.

Mr. James responded that if any two (2) story duplexes were constructed, that they would be located along the property line adjacent to the existing church.

Chairman Archer questioned the applicant regarding the proposed businesses that would be located within the commercial portion of the development.

Mr. James responded that the proposed commercial areas would be consistent with the businesses along Ridgeway Drive, mainly consisting of medical practices, insurance offices, or similar businesses.

Commissioner Svendsen questioned staff whether there would be additional commercial development along the proposed expansion to Ridgeway Drive.

Mr. Friedrich responded that there would not be any commercial development along Ridgeway Drive within the proposed Saddle Creek subdivision.

David Jones, Community Development Director, responded that the property adjacent to the Saddle Creek subdivision that would include a portion of the Ridgeway Drive expansion in the future was zoned SF-7 (Single-Family Dwelling District) and that commercial development was unlikely to occur along the portion of Ridgeway between Woodard and N Nolan River Road.

There being no other questions or items for discussion, Chairman Archer closed the public hearing and called for a motion.

Commissioner Svendsen made a motion to deny the request as presented and Vice-Chairman Albertson seconded the motion. **The motion to deny carried by a vote of 6-0.**

CONSIDER REQUEST TO REZONE FROM SF-7 (SINGLE-FAMILY DWELLING DISTRICT) TO SF-6 (SINGLE-FAMILY DWELLING DISTRICT), ON ±138.25 ACRES GENERALLY LOCATED APPROXIMATELY 1,000 FEET WEST OF CHISHOLM TRAIL PARKWAY, SOUTH OF STATE HIGHWAY 171/WEATHERFORD HIGHWAY, CASE ZC22-015.

Chairman Archer announced that this case would be the first case considered on the agenda.

David Jellen, Planner, read the caption and stated that since the time of property owner notification, the applicant had requested to table this case to the July 25, 2022 Planning and Zoning Commission Meeting.

Chairman Archer opened the public hearing.

Commissioner Saunders made a motion to approve the request as presented and Commissioner Svendsen seconded the motion. **The motion to table the request and continue the public hearing to the July 25, 2022 Planning and Zoning Commission Meeting carried by a vote of 6-0.**

SECTION II: PLATTING:

CONSIDER A 30-DAY PLAT EXTENSION FOR THE PRELIMINARY PLAT OF CLEBURNE 135, FOR SINGLE-FAMILY DETACHED RESIDENTIAL DEVELOPMENT ON ±138.25 ACRES, GENERALLY LOCATED APPROXIMATELY 1,000 FEET WEST OF CHISHOLM TRAIL PARKWAY, SOUTH OF STATE HIGHWAY 171/WEATHERFORD HIGHWAY, **CASE PC22-047.**

Chairman Archer announced that this case would be considered immediately following case ZC22-015.

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

There being no requirement for a public hearing and there being no questions or items for discussion, 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 6-0.**

SECTION III: OTHER BUSINESS:

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

- i. ZC22-012 – 910 Fuller Avenue Rezone – SF-7 to MF-1

Mr. Jones briefed the Commission on actions taken by the City Council at the June 28, 2022 meeting on the above listed Planning and Zoning cases.

THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 8:28 PM.