

**THIS IS NOT A VERBATIM TRANSCRIPTION
CITY OF CLEBURNE
PLANNING AND ZONING COMMISSION
MINUTES OF THE SEPTEMBER 13, 2021 MEETING**

The Planning and Zoning Commission (P&Z) of the City of Cleburne held a Public Hearing on Monday, September 13, 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
Chris Saunders
Vance Castles
Robert Walker
Sonny Albertson

Danielle Castillo, Planning Manager
David Jellen, Planner
Laura Melton, Asst. Director of Public Works
Colt Friedrich, Project Engineer
Lindsey Hale, City Attorney

COMMISSION MEMBERS ABSENT:

Albert Archer, Sr. – Vice-Chairman
Summerly Sherlock

CITY STAFF PRESENT:

MEETING FORMAT:

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

Chairwoman Day, Commissioner Walker, Commissioner Castles and Commissioner Albertson were present at the meeting in the Council Chambers.

Commissioner Saunders tuned into the meeting remotely.

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 August 23, 2021 Planning and Zoning Commission meeting were considered.

Commissioner Walker made a motion to approve the minutes of the August 23, 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: PLATTING:

CONSIDER THE FINAL PLAT OF REMINGTON RIDGE, PHASE IV, BEING ±27.081 ACRES, LOCATED APPROXIMATELY 1,500 FEET WEST OF NOLAN RIVER ROAD AND ON THE SOUTHWEST SIDE OF WOODARD AVENUE, AS REQUESTED BY FV DEVELOPMENT II, LLC, REPRESENTED BY BANNISTER ENGINEERING, **CASE PC21-036**

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, Chairwoman Day 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: ZONING:

CONSIDER A REQUEST TO REZONE ±13.7 ACRES FROM SF-4 (SINGLE-FAMILY DWELLING DISTRICT) AND C3 (COMMERCIAL DISTRICT) TO SF-4 (SINGLE-FAMILY DWELLING DISTRICT), D (DUPLEX OR TWO-FAMILY DWELLING DISTRICT) AND C2 (GENERAL BUSINESS DISTRICT), GENERALLY LOCATED ON THE NORTH SIDE OF WEST KILPATRICK AVENUE AND APPROXIMATELY 1,400 FEET WEST OF GRANBURY STREET, AS REQUESTED BY CH DEVELOPMENT, REPRESENTED BY JOHN HARDEE, **CASE ZC21-014**

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

Commissioner Walker questioned staff regarding the existing access easement on the subject property.

Mr. Jellen responded that the existing access easement aligned with the existing private road.

Mrs. Castillo explained that the existing private road would need to be expanded into a 50-foot public right-of-way (ROW).

Mr. Friedrich explained that the 50-foot road would also be required to be thicker in order to accommodate the existing commercial traffic.

Commissioner Saunders questioned staff regarding the current traffic along the existing private road.

Mrs. Castillo deferred the question to the applicant.

Commissioner Saunders questioned staff regarding the existing gas pad.

Colt Friedrich, Project Engineer, responded that the proposed development would not be effected by the existing gas pad.

Commissioner Albertson questioned staff whether the developer could build immediately adjacent to the gas pad.

Mr. Friedrich responded that the developer would be able to build immediately adjacent to the gas pad.

Chairwoman Day opened the public hearing.

The applicant, John Hardee, was present to brief the Commission on the request. Present with the applicant was Courtney Coates.

Chairwoman Day expressed her concern that the rezone request would allow all proposed lots to be built to the minimum lot area requirement, as opposed to having a variety of lot sizes. Mr. Coates responded that the proposed lots included in the conceptual site layout would remain the same size due to the minimum lot width requirement of 60 feet.

Mrs. Castillo stated that the total number of lots would need to be approved by the Fire Department due to the single point of access into the subject property.

Commissioner Saunders questioned the applicant regarding the number of lots.

Mr. Coates responded that there were approximately 38 proposed lots and that the site would have split access into the subdivision in order to comply with the Fire Department's access requirements.

Commissioner Saunders questioned the applicant regarding the proposed separation between the existing gas pad and any homes.

Mr. Coates responded that the separation between the existing gas pad and any proposed home would be approximately 50 feet.

Chairwoman Day questioned staff regarding the proposed conceptual site layout and the Fire Department's access requirements.

Laura Melton, Assistant Director of Public Works, responded that the Fire Department would allow up to 40 lots within the subdivision with split access into the subject property.

Chairwoman Day questioned staff whether it would be possible for the applicant to build more than 40 lots with the single point of access.

Ms. Melton responded that the subject property would need at least two (2) points of separate access in order to build more than 40 lots.

Commissioner Albertson questioned the applicant regarding access to the existing commercial businesses at the rear of the property.

Mr. Coates responded that the existing road would be improved in order to handle the traffic from the proposed development in addition to the traffic to and from the existing gas pad and business.

Chairwoman Day questioned the applicant regarding the current amount of traffic on the subject property.

Mr. Coates responded that the current amount of traffic to the gas pad was limited to two (2) trucks per week and that traffic to and from the existing businesses was fairly minimal.

Commissioner Saunders questioned the applicant whether the access to the gas pad would be relocated.

Mr. Coates responded that the access to the gas pad would be relocated to the rear of the property.

Commissioner Albertson questioned staff regarding the businesses that would be permitted by right within the C2 (General Business District).

Mrs. Castillo responded that the types of businesses generally permitted within the C2 District are retail businesses, offices and restaurants.

Commissioner Albertson questioned staff whether an auto-repair business would be permitted by right within the C2 District.

Mrs. Castillo responded that an auto-repair business would only be permitted with a Specific Use Permit (SUP) in the C2 District.

Concerned citizen, Donna Ware, 1912 Joslin Street, expressed her concern that some businesses would not be appropriate given the close proximity to several churches.

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 request as presented and Commissioner Walker seconded the motion. **The motion to approve carried by a vote of 5-0.**

SECTION III: ORDINANCE:

CONSIDER AN ORDINANCE AMENDING THE 2008 MASTER THOROUGHFARE PLAN BY UPDATING THE THOROUGHFARE PLAN MAP TO COINCIDE WITH CURRENT APPROVED DEVELOPMENTS, CASE GC21-008

Colt Friedrich, Project Engineer, presented the case and briefed the Commission on the request.

Commissioner Walker questioned staff regarding the expansion of Park Boulevard to Nolan River Road from the Madeline Meadows subdivision.

Mr. Friedrich explained that the inclusion of Park Boulevard on the Master Thoroughfare Plan would allow for the City to require any potential development to build it to the City's requirements as a Collector roadway.

Commissioner Albertson clarified that the approval of any potential development adjacent to Madeline Meadows would have to include the expansion of Park Boulevard.

Chairwoman Day questioned staff whether portions of the proposed Park Boulevard alignment were still located within the City's Extraterritorial Jurisdiction (ETJ).

Mr. Friedrich responded that portions of the proposed Park Boulevard alignment were located within the City's ETJ.

Commissioner Saunders questioned staff regarding the width requirement for a Collector roadway.

Mr. Friedrich responded that the width requirement for a Collector roadway is 60 feet.

Commissioner Saunders questioned staff regarding the benefit of having Park Boulevard classified as a Collector roadway.

Mr. Friedrich responded that a Collector roadway facilitates more traffic and an improved traffic flow.

Commissioner Castles questioned staff regarding the existing portion of Park Boulevard.

Mr. Friedrich responded that the existing portion of Park Boulevard would be improved through the re-development of the area.

Commissioner Albertson questioned staff whether the developer of the Madeline Meadows subdivision would be responsible to pay for the improvement of Park Boulevard.

Mr. Friedrich responded that the developer of the Madeline Meadows subdivision would only be responsible for their portion of Park Boulevard.

Chairwoman Day questioned staff regarding the proposed re-alignment of Ridgeway Drive.

Mr. Friedrich responded that the proposed re-alignment of Ridgeway Drive was updated with the Saddle Creek subdivision.

Commissioner Saunders questioned staff regarding the reason for the re-alignment of Ridgeway Drive.

Mr. Friedrich responded that the reason for the re-alignment of Ridgeway Drive was partially due to the cost of building the road through the existing floodplain.

There being no requirement for a public hearing and there being no other questions or items for discussion, Chairwoman Day called for a motion. Commissioner Albertson 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 IV: OTHER BUSINESS:

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

- i. ZC21-008 – Madeline Meadows PD
- ii. ZC21-010 – 1202 Alvarado Street Rezone - SF-4 and MH to MF

Mrs. Castillo briefed the Commission on actions taken by the City Council at the August 24, 2021 meeting on the above listed Planning and Zoning cases.

Mrs. Castillo gave a reminder of the upcoming Joint Workshop on September 28, 2021 with the Planning & Zoning Commission and City Council to discuss the final drafts of the Zoning Ordinance, Zoning Map and Future Land Use Map updates.

THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 7:11 PM.