

**THIS IS NOT A VERBATIM TRANSCRIPTION  
CITY OF CLEBURNE  
PLANNING AND ZONING COMMISSION  
MINUTES OF THE SEPTEMBER 14, 2020 MEETING**

The Planning and Zoning Commission (P&Z) of the City of Cleburne held a Public Hearing on Monday, September 14, 2020, at 6:30 p.m. in the Council Chambers of City Hall located at 10 N. Robinson.

Planning and Zoning Commission meetings have reopened and social distancing protocols will be in effect.

**COMMISSION MEMBERS PRESENT:**

Dena Day – Chairwoman  
Albert Archer, Sr. – Vice-Chairman  
Stephanie Philips  
Vance Castles  
Robert Walker

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

**COMMISSION MEMBERS ABSENT:**

Summerly Sherlock

**CITY STAFF ABSENT:**

Shane Pace, Executive Director of  
Development Services

**CITY STAFF PRESENT:**

**MEETING FORMAT:**

Mrs. Castillo, Mr. Jellen, Ms. Melton and Mr. Anderle were present at the meeting in the Council Chambers. Mr. Friedrich tuned into the meeting remotely. Chairwoman Day, Vice-Chairman Archer, Commissioner Castles, Commissioner Philips, and Commissioner Walker were present at the meeting in the Council Chambers.

**CALL TO ORDER:**

The meeting was called to order by Chairwoman Day at 6:31 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 24, 2020 Planning and Zoning Commission meeting were considered.

Commissioner Walker made a motion to approve the minutes of the August 24, 2020 meeting and the motion was seconded by Commissioner Castles. **The motion to approve the minutes carried by a vote of 5-0.**

**SECTION I: ZONING:**

CONTINUE A PUBLIC HEARING TO CONSIDER A REQUEST TO REZONE ±161 ACRES FROM C3 (COMMERCIAL DISTRICT), M1 (LIGHT INDUSTRIAL DISTRICT) AND IH (INTERIM HOLDING DISTRICT) TO PD (PLANNED DEVELOPMENT DISTRICT), GENERALLY

LOCATED ON THE EAST SIDE OF N. MAIN STREET, BETWEEN E. VAUGHN ROAD AND BURGESS ROAD, AS REQUESTED BY WILLIAM A. CUSTARD, REPRESENTED BY MKP DEVELOPMENT, **CASE ZC20-013**

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

Commissioner Philips made a motion to continue the public hearing and table the item to the September 28, 2020 Planning and Zoning Commission Meeting. Commissioner Walker seconded the motion.

**The motion to continue the public hearing and table the item to the September 28, 2020 Planning and Zoning Commission Meeting carried by a vote of 5-0.**

CONDUCT A PUBLIC HEARING TO CONSIDER A REQUEST TO REZONE ±8.43 ACRES FROM C2 (GENERAL BUSINESS DISTRICT), C3 (COMMERCIAL DISTRICT) AND SF-4 (SINGLE-FAMILY DWELLING DISTRICT) TO PD (PLANNED DEVELOPMENT DISTRICT), GENERALLY LOCATED ON THE EAST SIDE OF GRANBURY STREET, ON THE WEST SIDE OF MEADOWS DRIVE AND APPROXIMATELY 250 FEET SOUTH OF W. KILPATRICK AVENUE, AS REQUESTED BY M. SHARP FAMILY, LP, REPRESENTED BY CORY MURRAY, **CASE ZC20-015**

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

Vice-Chairman Archer questioned staff regarding the average home size of the adjacent development east of Preston Drive.

Mrs. Castillo responded that staff would need to conduct more research to determine the average home size of the adjacent development.

Chairwoman Day opened the public hearing.

The applicant, Cory Murray, was present to brief the Commission on the request.

Commissioner Castles questioned the applicant if the homes would be one story or multi-story.

Mr. Murray responded that each of the homes would be one story to provide consistency throughout the development.

Chairwoman Day stated that the Commission could request that all homes be one story as a condition of the Planned Development.

Vice-Chairman Archer noted that each of the surrounding single-family developments are limited to one story.

Commissioner Philips expressed her concern regarding the request to have decreased front, side and rear yard setbacks.

Chairwoman Day expressed her concern that the proposed minimum lot size of 5,539 square feet would be too small and that the lots would not fit the character of the existing

neighborhoods. She questioned the applicant if a drainage study had been done for the proposed development.

Mr. Murray responded that a drainage study is in process.

Chairwoman Day questioned staff how the proposed development would affect the drainage of the area.

Laura Melton, Assistant Director of Public Works, responded that the proposed detention pond within the "x" lot would assist with the on-site drainage and that the existing drainage ditch would provide further assistance.

Commissioner Walker expressed his concern that the proposed twenty (20) foot front setback would cause the sidewalks to be obstructed by parked vehicles. He added his concern that the proposed minimum lot size requirement would be too small and not fit the character of the existing neighborhoods.

Mr. Murray responded that the decreased lot size would be more appropriate in matching the Craftsman's style character of the homes.

Commissioner Walker questioned staff regarding the maintenance of the detention pond and drainage ditch.

Colt Friedrich, Project Engineer, responded that the drainage ditch is currently being maintained by the City and would continue to be maintained by the City, but that the detention pond within the "x" lot would be maintained by the proposed Homeowner's Association (HOA).

Commissioner Walker questioned staff regarding the size of the drainage ditch.

Mr. Friedrich responded that it is forty (40) feet wide.

Commissioner Castles questioned the applicant regarding the proposed HOA fee.

Mr. Murray responded that the HOA fee had not yet been determined.

Commissioner Walker questioned the applicant if it would be possible to revise the proposed front yard setback from twenty (20) feet to twenty-five (25) feet.

Mr. Murray responded that it would be possible and that the intention for the twenty (20) foot front yard setback was to match the existing homes to the east of the development along Rose Avenue.

Chairwoman Day questioned the applicant if automatic sprinklers would be provided with the lots.

Mr. Murray stated that sprinklers would be provided in the front yards and possibly in the side yards as well.

Commissioner Castles questioned the applicant regarding the price range for the homes.

Mr. Murray responded that the homes would be sold between \$200,000 and \$240,000.

Chairwoman Day questioned the applicant which materials would be used to build on the non-masonry portion of the homes.

Mr. Murray responded that it would be either LP smart product or Hardee cement product.

Vice-Chairman Archer expressed his concern that the proposed minimum lot size would not fit in with the character of the existing neighborhoods.

Chairwoman Day questioned staff if any developments throughout the City had been approved with a minimum lot size requirement under 6,000 square feet.

Mrs. Castillo responded that the Hidden Village planned development, located to the southeast of this proposed development, was approved in 2019 with a minimum lot size requirement of 5,000 square feet, a minimum lot width of fifty (50) feet, and a minimum home size of 1,200 square feet. Additionally, the minimum setback requirements were approved at twenty (20) feet in the front yard, ten (10) feet in the rear yard, and five (5) feet on each side.

Commissioner Philips stated that she would want to add conditions to the planned development that all homes be limited to one story and that the front yard setback be revised to 25 feet.

Vice-Chairman Archer stated that he would want to add a condition to specify the non-masonry building materials as well.

Chairwoman Day stated that she would want to add a condition that automatic sprinklers be required for all lots as well.

Chairwoman Day closed the public hearing.

Commissioner Philips questioned the applicant for a brief clarification of the LP smart siding product.

Mr. Murray explained that the LP smart siding product is a fire-rated product that offers greater variety and is similar to, though not the same or classified as, a masonry material.

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

1. All homes within the development be limited to one story;
2. Revise the front yard setback to 25 feet;
3. All lots will have an automatic sprinkler system for the front and side yards; and
4. For any non-masonry material, limit to the use of LP smart siding, Hardee siding or equivalent material.

Commissioner Walker seconded the motion. **The motion to approve with conditions carried by a vote of 5-0.**

CONDUCT A PUBLIC HEARING TO CONSIDER A REQUEST TO REZONE ±18.1 ACRES FROM IH (INTERIM HOLDING DISTRICT) TO M2 (HEAVY INDUSTRIAL DISTRICT), LOCATED AT 3720 LESIKAR LANE, AS REQUESTED BY RED GIANT OIL, LLC, REPRESENTED BY WILLIAM MILLER, **CASE ZC20-017**

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

Commissioner Walker questioned staff if the existing gas tanks would be removed.

Mr. Jellen responded that the gas tanks would not be removed and that the proposed warehouse would be in addition to the gas tanks.

Chairwoman Day opened the public hearing.

The applicant, William Miller, was present to brief the Commission on the request.

Commissioner Castles questioned the applicant how the gas tanks would be used.

Mr. Miller explained that the tanks would be used to supply locomotive engine oil.

Commissioner Walker asked where the proposed warehouse would be built on the subject property.

Mr. Miller explained that the proposed warehouse would be built immediately northeast of the gas tanks.

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

CONDUCT A PUBLIC HEARING TO CONSIDER A REQUEST TO REZONE ±0.46 ACRES FROM M1 (LIGHT INDUSTRIAL DISTRICT) TO SF-4 (SINGLE-FAMILY DWELLING DISTRICT), LOCATED AT 412 AND 416 EVANS STREET, AS REQUESTED BY GARZA GROUP, REPRESENTED BY COLBY GARZA, **CASE ZC20-018**

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

Vice-Chairman Archer questioned staff regarding the addressing of the two lots.

Mrs. Castillo explained that the lots are addressed four numbers apart so that addresses can continue to be assigned in numerical sequence if future development occurs between each address.

Chairwoman Day opened the public hearing.

The applicant, Colby Garza, was present to brief the Commission on the request.

There being no other questions or items for discussion, Chairwoman Day closed the public hearing and called for a motion. Commissioner Philips 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. ZC20-008 – Trail Creek PD
- ii. ZC20-014 – Svendsen Storage Garages
- iii. PC20-021 – MW Landing Preliminary Plat

Mrs. Castillo briefed the Commission on actions taken by the City Council at the August 25, 2020 and the September 8, 2020 meetings on the above listed Planning and Zoning cases.

**THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 7:43 PM.**