

**THIS IS NOT A VERBATIM TRANSCRIPTION
CITY OF CLEBURNE
PLANNING AND ZONING COMMISSION
MINUTES OF THE SEPTEMBER 28, 2020 MEETING**

The Planning and Zoning Commission (P&Z) of the City of Cleburne held a Public Hearing on Monday, September 28, 2020, 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
Albert Archer, Sr. – Vice-Chairman
Vance Castles
Summerly Sherlock
Robert Walker

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

CITY STAFF ABSENT:

Shane Pace, Executive Director of
Development Services
Colt Friedrich, Project Engineer

COMMISSION MEMBERS ABSENT:

Stephanie Philips

CITY STAFF PRESENT:

MEETING FORMAT:

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

Chairwoman Day, Vice-Chairman Archer, Commissioner Castles, and Commissioner Walker were present at the meeting in the Council Chambers.

Commissioner Sherlock 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 September 14, 2020 Planning and Zoning Commission meeting were considered.

Vice-Chairman Archer made a motion to approve the minutes of the September 14, 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:

Chairwoman Day announced that there would be a deviation from the agenda and that Cases ZC20-019, ZC20-020, and ZC20-021 would be considered prior to Case ZC20-013.

CONDUCT A PUBLIC HEARING TO CONSIDER A REQUEST TO REZONE ±0.16 ACRES FROM C1 (LOCAL BUSINESS DISTRICT) TO SF-4 (SINGLE-FAMILY DWELLING DISTRICT), LOCATED AT 155 PEACOCK STREET, AS REQUESTED BY PRESCHER CUSTOM HOMES, **CASE ZC20-019**

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

Chairwoman Day opened the public hearing.

There being no 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 Commissioner Walker seconded the motion. **The motion to approve carried by a vote of 5-0.**

CONDUCT A PUBLIC HEARING TO CONSIDER A REQUEST TO REZONE ±0.49 ACRES FROM C0 (NON-RETAIL DISTRICT) TO SF-4 (SINGLE-FAMILY DWELLING DISTRICT), LOCATED AT 705 N. GRANBURY STREET, AS REQUESTED BY DLJ HOMES, LLC, **CASE ZC20-020**

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

Vice-Chairman Archer questioned Staff if the existing sign enclosure previously used for the commercial business would need to be removed.

Bradley Anderle, City Attorney, responded that Staff would need to do more research in order to determine whether the sign would legally need to be taken down.

Danielle Castillo, Planning Manager, stated that a new sign would not be allowed for the residential use of the property.

Chairwoman Day opened the public hearing.

The applicant, Lisa Jones, was present remotely to brief the Commission on the request and stated that their intent was to remove the existing sign enclosure from the property.

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

CONDUCT A PUBLIC HEARING TO CONSIDER A REQUEST TO REZONE ±0.57 ACRES FROM C1 (LOCAL BUSINESS DISTRICT) TO SF-4 (SINGLE-FAMILY DWELLING DISTRICT), LOCATED AT 614 N. BRAZOS AVENUE, AS REQUESTED BY THE CITY OF CLEBURNE, **CASE ZC20-021**

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

Chairwoman Day opened the public hearing.

There being no questions or items for discussion, Chairwoman Day closed the public hearing and called for a motion. Commissioner Walker 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.**

CONTINUE A PUBLIC HEARING TO CONSIDER A REQUEST TO REZONE ±180 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.

Chairwoman Day opened the public hearing.

The applicant, Adlai Pennington, was present to brief the Commission on the request. Present with the applicant was the engineer for the project, Courtney Coates.

Commissioner Walker questioned the applicant regarding the request for a twenty (20) foot front-yard setback, stating his concern that driveways would interfere with the proposed sidewalks throughout the development.

Mr. Coates responded that the twenty (20) foot front-yard setback would be in addition to the space dedicated for the public right-of-way. He explained that the reduced front and rear-yard setbacks would allow for greater flexibility in home design.

Chairwoman Day questioned the applicant how the home design would be changed by having reduced setbacks.

Mr. Coates explained that the reduced rear-yard setback would give homeowners the opportunity to choose between having a smaller rear-yard or a larger rear-yard, allowing for greater variety in housing size throughout the development.

Chairwoman Day questioned the applicant regarding the request for a five (5) foot side-yard setback.

Mr. Coates responded that the five (5) foot side-yard setback would reduce the amount of maintenance that would be needed for each lot.

Chairwoman Day questioned the applicant if any side-entry garages would be utilized within the development.

Mr. Coates responded that there would be some side-entry garages within the development but that they would be largely be restricted to corner lots.

Vice-Chairman Archer stated that he felt more comfortable with the proposed location for the multi-family portion of the development along Vaughan Road and stated that having a sixty (60) foot collector road running through the development would help alleviate the traffic impact of the development.

Mr. Coates responded that Burgess Road would likely be improved due to the traffic impact created by the development.

Vice-Chairman Archer questioned the applicant if improvements would be made to Main Street.

Mr. Coates responded that he anticipated improvements being necessary for Main Street due to the traffic impact created by the development.

Chairwoman Day expressed her concern that the multi-family portion of the development would be developed without any design standards in place. She questioned Staff regarding the parking requirement for the multi-family zoning district.

Mrs. Castillo responded that two (2) spaces would be required per unit, with an additional space per unit with three (3) or more bedrooms.

Chairwoman Day questioned the applicant if they were proposing any masonry requirements for the multi-family portion of the development.

Mr. Coates responded that they were not proposing any masonry requirement for the multi-family development but that the building elevations of the multi-family units would need to be similar to the proposed conceptual elevations included with the Planned Development request.

Chairwoman Day questioned the City Attorney if the City would be able to enforce the building elevations.

Mr. Anderle responded that the City would be able to enforce the building elevations, but that they would not be as firm as having specific percentage requirements.

Vice-Chairman Archer questioned the City Attorney if there would be any way to enforce the multi-family portion to be developed according to future standards set at the time of development.

Mr. Anderle responded that he would need to do more research to determine if that could be a possibility.

Chairwoman Day questioned the City Attorney if the applicant could come back at a future date and ask for a variance to the Planned Development request.

Mr. Anderle responded that the applicant could request an amendment to the approved Planned Development standards.

Chairwoman Day stated that she would feel most comfortable requiring specific standards for the multi-family portion of the development, allowing the applicant to amend them at a future date if needed.

Vice-Chairman Archer stated that the City is in the process of proposing new multi-family development standards and that they would likely be approved prior to the development of the multi-family portion of the proposal.

Mr. Coates stated that having the Planned Development approved would allow them to market the property for potential homebuilders.

Commissioner Castles stated he was comfortable knowing that future homebuyers in the development would influence the design standards of the Planned Development, setting a high standard for the multi-family portion of the development.

Chairwoman Day stated that the builder for the single-family portion of the development would likely not be the same as the builder for the multi-family portion of the development.

Commissioner Walker stated that regardless of who the builder would be that they would still need to design the multi-family portion of the development according to the proposed building elevations.

Chairwoman Day expressed her concern that the building elevations would not be firm enough to require specific design standards.

Mr. Coates stated that he would be willing to accept some building requirements for the multi-family portion of the development, but stated that in order to have a return on investment that the property would need to be designed well.

Mrs. Castillo outlined some of the current requirements to develop in the multi-family zoning district and stated that the Commission could request specific conditions to the PD if they chose to do so.

Mr. Pennington stated that he was agreeable to including requirements regarding the building materials and height, so long as they matched the included building elevations. He stated that he did not want to have to amend the Planned Development, unless there was a need to.

Chairwoman Day closed the public hearing.

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

1. All buildings within the multi-family development have a minimum of four (4) building materials and elements;
2. All amenities within the multi-family development be required as presented; and
3. All buildings within the multi-family development be limited to three (3) stories.

Commissioner Castles seconded the motion. **The motion to approve with conditions 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. ZC20-015 – Rezone Craftsman’s Corner PD
- ii. ZC20-017 – Rezone 3720 Lesikar Lane – IH to M2
- iii. ZC20-018 – Rezone 412 and 416 Evans Street – M1 to SF-4

Mrs. Castillo briefed the Commission on actions taken by the City Council at the September 22, 2020 meeting on the above listed Planning and Zoning cases.

THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 7:58 PM.