

**THIS IS NOT A VERBATIM TRANSCRIPTION
CITY OF CLEBURNE
PLANNING AND ZONING COMMISSION
MINUTES OF THE MARCH 27, 2023 MEETING**

The Planning and Zoning Commission (P&Z) of the City of Cleburne met in open session on Monday, March 27, 2023 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.

COMMISSION MEMBERS PRESENT:

Albert Archer Sr. – Chairman
Stephanie Philips
Chris Saunders
Peter Svendsen
Robert Walker

CITY STAFF PRESENT:

David Jones, Community Development Dir.
Danielle Castillo, Planning Manager
David Jellen, Planner II
Laura Melton, Asst. Director of Public Works
Lindsey Hale, City Attorney

COMMISSION MEMBERS ABSENT:

Sonny Albertson – Vice-Chairman
Vance Castles

CALL TO ORDER:

The meeting was called to order by Chairman Archer at 6:32 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 March 13, 2023 Planning and Zoning Commission meeting were considered.

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

Commissioner Saunders made a motion to approve the minutes of the March 13, 2023 meeting and the motion was seconded by Commissioner Svendsen. **The motion to approve the minutes carried by a vote of 5-0.**

SECTION I: ZONING:

CONSIDER REQUEST TO REZONE FROM IH (INTERIM HOLDING DISTRICT) TO SF-20 (SINGLE-FAMILY DWELLING DISTRICT) ON ±3.9 ACRES LOCATED AT 2040 COUNTY ROAD 904, JOSHUA, TX, **CASE ZC23-009**

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

Commissioner Walker questioned staff regarding the required base flood elevation for the proposed home.

Laura Melton, Assistant Director of Public Works, responded that the property owner would need to conduct a flood study to determine the flood elevation and then raise the elevation of the proposed home accordingly.

Chairman Archer questioned staff whether there the proposed home would create any adverse impacts to the adjacent property to the east.

Ms. Melton responded that a flood study would need to be conducted in order to determine the extent of the floodplain area and that the proposed home would be reviewed with the submittal of the building permit to ensure that there would be no adverse impacts on the adjacent property.

Chairman Archer opened the public hearing.

There being no one present who wished to speak on the item, Chairman Archer closed the public hearing and called for a motion.

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

CONSIDER REQUEST TO REZONE FROM CI (COMMERCIAL/INDUSTRIAL FLEX DISTRICT) AND A (AGRICULTURAL DISTRICT) TO I (INDUSTRIAL DISTRICT) ON ±11.22 ACRES LOCATED AT 2952 STATE HIGHWAY 171/WEATHERFORD HIGHWAY, **CASE ZC23-005**

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

Chairman Archer opened the public hearing.

There being no one present who wished to speak on the item, Chairman Archer closed the public hearing and called for a motion.

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

CONSIDER REQUEST TO REZONE FROM MF-1 (MEDIUM-DENSITY RESIDENTIAL DISTRICT) TO RC (REGIONAL COMMERCIAL DISTRICT) ON ±0.42 ACRES LOCATED AT 1203 AND 1205 E. CHAMBERS STREET, **CASE ZC23-004**

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

Chairman Archer opened the public hearing.

There being no one present who wished to speak on the item, Chairman Archer closed the public hearing and called for a motion.

Commissioner Philips 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 REQUEST FOR A SPECIFIC USE PERMIT (SUP) TO ALLOW OUTSIDE STORAGE FOR A METAL FABRICATION BUSINESS ON ±5.52 ACRES ZONED CI

(COMMERCIAL/INDUSTRIAL FLEX DISTRICT) LOCATED AT 3507 N. MAIN STREET, **CASE ZC23-008**

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

Chairman Archer questioned staff whether a fabric mesh screening device had been approved elsewhere in the City.

Mr. Jellen responded that a similar fabric mesh screening device was approved in 2022 for the property across the street for a proposed outside storage yard.

Commissioner Walker questioned staff whether the property to the north of the subject property was required to provide screening along the shared property boundary.

Mr. Jellen responded that the requirement for screening to be installed around outside storage areas had been added with the adoption of the Zoning Ordinance in April 2022. He stated that the outside storage associated with the neighboring property to the north predated the screening requirements adopted with the current ordinance.

Commissioner Walker stated that the fabric mesh screening should be installed along the northern property boundary.

Danielle Castillo, Planning Manager, responded that the property to the north was under the same ownership as the subject property.

Commissioner Philips questioned staff regarding the requirement for the Specific Use Permit (SUP).

Mr. Jellen explained that the metal fabrication use was permitted by right within the existing CI (Commercial/Industrial Flex) zoning district, but that the accompanying outside storage created the need for the SUP.

Commissioner Walker stated that he was comfortable with the fabric mesh as proposed along Main Street.

Chairman Archer opened the public hearing.

There being no one present who wished to speak on the item, Chairman Archer closed the public hearing and called for a motion.

Commissioner Svendsen made a motion to approve the request as presented with the following condition:

1. That screening for the outside storage only be required along North Main Street.

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

CONSIDER REQUEST TO REZONE FROM SF-7 (SINGLE-FAMILY DWELLING DISTRICT) TO MU (MIXED-USE DISTRICT) ON ±15.9 ACRES LOCATED AT 3909 N. MAIN STREET, **CASE ZC23-006**

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

Commissioner Saunders questioned staff whether the property is located within the floodplain.

Mrs. Castillo responded that the property is not located within the floodplain.

Chairman Archer opened the public hearing.

The applicant, Nathan Barkocy, 1120 Galveston Avenue, Fort Worth, TX, was present to brief the Commission on the request.

Chairman Archer questioned the applicant regarding the plans for the property.

Mr. Barkocy responded that the original plan had been to rezone the property for multifamily development, but the final request was intended to provide a mix of commercial development and apartments.

Chairman Archer closed the public hearing.

Commissioner Philips stated her support for the possibility of having a mixed-use development.

Commissioner Svendsen stated his support for the proposal.

Commissioner Walker questioned staff regarding the MU (Mixed-Use District) and Future Land Use Plan (FLUP).

David Jones, Community Development Director, responded that Main Street was envisioned in the Future Land Use Plan as primarily as a business corridor with more intense commercial land uses.

Commissioner Svendsen questioned staff whether there were any on-site drainage issues.

Mrs. Castillo responded that the drainage plans would be reviewed with building permit submittal.

Chairman Archer stated his concern for the lack of plans associated with the request.

Commissioner Philips questioned staff whether a Specific Use Permit (SUP) would still be required for specific commercial uses.

Mrs. Castillo responded that an SUP would still be required for specific commercial uses.

Commissioner Svendsen stated that any commercial use associated with the property would be good for the area.

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

Commissioner Svendsen 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.**

CONSIDER REQUEST TO REZONE FROM RC (REGIONAL COMMERCIAL DISTRICT) TO D (DUPLEX DWELLING DISTRICT) WITH A CONCEPT PLAN FOR TWO (2) DUPLEX DWELLINGS CONSISTING OF FOUR (4) TOTAL UNITS ON ±0.6 ACRES LOCATED AT 308 LINCOLN PARK DRIVE, **CASE ZC22-033**

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

Chairman Archer questioned staff whether the Meadowbrook subdivision would have a street connection to Lincoln Park Drive.

Mrs. Castillo responded that the Meadowbrook subdivision would not have a street connection to Lincoln Park Drive.

Commissioner Walker questioned staff regarding the proposed building elevations and the City's non-monotony clause for multiple adjacent dwellings.

Mrs. Castillo responded that the proposed building elevations would need to be revised in order to meet the requirement for non-monotony.

Commissioner Philips stated that she was uncomfortable approving the request without seeing the revised building elevations.

Mrs. Castillo responded that the applicant would be able to meet the non-monotony requirement through the utilization of the required design feature elements outlined in the Zoning Ordinance.

Commissioner Svendsen questioned staff whether the requirement for non-monotony was included as part of the Zoning Ordinance update.

Mrs. Castillo responded that the requirement for non-monotony was introduced with the Zoning Ordinance update.

Chairman Archer opened the public hearing.

Jon Lee, 401 N. Ridgeway Drive, identified himself as the owner of the property to the east and stated his opposition to the request. He explained that the proposed duplex would not match the existing commercial development of the area and stated that it would make most sense for the property to remain zoned commercially.

The applicant, Jeff Dill, representing A.G. Smith Homes, 1708 CR 701, Cleburne, TX, was present to brief the Commission on the request. Present with the applicant was Mark Taylor, also representing A.G. Smith Homes.

Mr. Dill stated that the lot had been on the market as a commercial property for two (2) years and there had been little to no interest.

Mr. Taylor further explained that the property would not be viable for most commercial businesses given the lack of visibility and frontage along Ridgeway Drive.

Commissioner Svendsen stated his support for the request and noted that the traffic impact of the proposed duplexes would be minimal.

Commissioner Philips stated that the lot would be difficult to develop with a commercial use.

Chairman Archer expressed his concern that the proposed duplexes would not be consistent with the established commercial character of the area.

Commissioner Walker stated that the lot is unique in relation to the lots around it and that the duplexes would be suitable to the area.

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

Commissioner Philips made a motion to approve the request as presented and Commissioner Svendsen seconded the motion. **The motion to approve carried by a vote of 4-1, with Chairman Archer voting against the motion.**

CONSIDER REQUEST FOR A SPECIFIC USE PERMIT (SUP) FOR THE CONSTRUCTION OF TWO (2) DUPLEX DWELLINGS CONSISTING OF FOUR (4) TOTAL UNITS ON ±0.27 ACRES ZONED SF-7 (SINGLE-FAMILY DWELLING DISTRICT) AND WITHIN THE NT (NEIGHBORHOOD TRANSITION OVERLAY) LOCATED AT 103 AND 105 SABINE AVENUE, CASE ZC23-003

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

Commissioner Philips questioned staff regarding the proposed deviations requested by the applicant.

Mr. Jellen responded that the applicant could request deviations to the requirements of the Zoning Ordinance as part of the Specific Use Permit (SUP).

Commissioner Svendsen expressed his support for the request.

Commissioner Philips stated that the request made sense for the area, but stated her concern for the requested deviation to the enclosed parking space requirement.

Commissioner Svendsen stated that there were several homes in the vicinity that similarly did not have enclosed parking spaces. He further explained that the exclusion of the enclosed parking spaces provided more living area for the dwellings.

Commissioner Walker stated that the proposed landscaping location for the two (2) oak shade trees would need to be revised in order to accommodate future growth.

Chairman Archer opened the public hearing.

There being no one present who wished to speak on the item, Chairman Archer closed the public hearing and called for a motion.

Commissioner Svendsen 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 REQUEST TO REZONE FROM SF-7 (SINGLE-FAMILY DWELLING DISTRICT) TO PD (PLANNED DEVELOPMENT DISTRICT) FOR THE CONSTRUCTION OF ONE (1) MULTI-FAMILY BUILDING CONTAINING NO MORE THAN SEVEN (7) UNITS, ON ±0.59 ACRES LOCATED AT 1003 GRANBURY STREET, **CASE ZC22-027**

Commissioner Saunders recused himself from this case due to a conflict of interest.

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

Commissioner Philips stated her concern with the number of requested deviations.

Chairman Archer stated that the request for a multi-family building with seven (7) units was a unique proposal and requested additional time for review.

Chairman Archer opened the public hearing.

The applicant, Jen Rendon, 1003 Granbury Street, Cleburne, TX, was present to brief the Commission on the request. She stated that the property would be a rental property and that the requested deviations would allow her to preserve existing vegetation and construct a quality product. She stated that the second story windows would be obscured so as to preserve the privacy of adjacent properties.

Commissioner Philips questioned the applicant regarding the requested deviation to the Class 1 Building Material requirement.

Ms. Rendon responded that the requested deviation would decrease the cost of the proposed development.

Commissioner Philips questioned the applicant regarding the requested deviation to the design feature requirements.

Ms. Rendon responded that the requested deviation to the design feature requirements would not decrease the quality of the development.

There being no other questions or items for discussion, Chairman Archer made a motion to continue the public hearing and table the case to the April 10, 2023 Planning and Zoning Commission Meeting. Commissioner Walker seconded the motion. **The motion to continue the public hearing and table the case to the April 10, 2023 Planning and Zoning Commission Meeting carried by a vote of 4-0.**

SECTION II: OTHER BUSINESS:

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

- i. PC23-005 – Cates Ranch Phase I Final Plat
- ii. PC23-006 – Railhead Addition Preliminary Plat
- iii. ZC23-001 – 4140 and 4160 Windmill Road SUP for a Manufactured Home

Mr. Jones briefed the Commission on actions taken by the City Council at the March 14, 2023 City Council Meeting.

THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 8:20 PM.