

**THIS IS NOT A VERBATIM TRANSCRIPTION
CITY OF CLEBURNE
PLANNING AND ZONING COMMISSION
MINUTES OF THE APRIL 27, 2020 MEETING**

The Planning and Zoning Commission (P&Z) of the City of Cleburne held a Public Hearing on Monday, April 27, 2020, at 6:30 p.m. in the Council Chambers of City Hall located at 10 N. Robinson.

City facilities are closed to the public in response to a health emergency. Cleburne Planning and Zoning Commission will conduct meetings by telephone conference in accordance with local, state and federal Orders to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). Therefore, there will be no public access to the location described above. An audio recording of the meeting will be made available on the city’s website.

COMMISSION MEMBERS PRESENT:

Dena Day – Chairwoman
Stephanie Philips
Summerly Sherlock
Robert Walker

Fritz Quast, City Attorney
Shane Pace, Executive Director of
Development Services
Danielle Castillo, Planning Manager
Colt Friedrich, Project Engineer

COMMISSION MEMBERS ABSENT:

Albert Archer, Sr. – Vice-Chairman

CITY STAFF ABSENT:

None

CITY STAFF PRESENT:

MEETING FORMAT:

Mr. Pace, Mrs. Castillo, and the rest of staff members present tuned into the meeting remotely. Chairwoman Day, Commissioner Sherlock, Commissioner Walker, and Commissioner Philips also 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 March 23, 2020 Planning and Zoning Commission meeting were considered.

Commissioner Walker made a motion to approve the minutes of the March 23, 2020 meeting and the motion was seconded by Commissioner Philips. **The motion to approve the minutes carried by a vote of 4-0.**

SECTION I: ZONNING:

CONDUCT A PUBLIC HEARING TO CONSIDER A REQUEST TO REZONE ±0.649 ACRES FROM C1 (LOCAL BUSINESS DISTRICT) AND C3 (COMMERCIAL DISTRICT) TO C1/SUP

(LOCAL BUSINESS DISTRICT WITH A SPECIFIC USE PERMIT FOR A CAR WASH),
LOCATED AT 805 POINDEXTER AVENUE, AS REQUESTED BY JOE AND MARGO
O'CONNOR, **CASE ZC20-001**

Mrs. Castillo presented the case and briefed the Commission on the request.

Commissioner Walker questioned staff regarding the For Sale sign on the property and current ownership.

Mrs. Castillo stated that the applicant is intending to sell the property but to date Joe O'Connor is the current property owner.

Commissioner Walker questioned the gate within the fence along the western property line adjacent to 708 Madison Street and whether or not that needs to be a solid fence.

Mrs. Castillo stated that a screening device would not be required since the western property line is adjacent to commercially zoned property.

Commissioner Walker questioned staff if the blue siding will have to be repaired due to pieces being missing.

Mrs. Castillo stated that when asked of the applicant, he stated it would not be replaced at this time.

The applicant, Joe O'Connor, briefed the Commission on the request.

Mr. O'Connor stated that he will replace the few pieces missing from the blue siding above the vacuum station.

Chairwoman Day question Mr. O'Connor regarding replacement of the yellow canopies.

Mr. O'Connor stated that the large canopy in the front will need to be replaced, but the others in the vacuum station are in good shape.

Chairwoman Day questioned Mr. O'Connor on the height of the metal fencing.

Mr. O'Connor stated that the height is approximately 7 feet.

Chairwoman Day questioned Mr. O'Connor if he had plans to match the metal fence behind the dumpster to the rest of the fencing.

Mr. O'Connor stated that he would be willing to doing that if requested.

Chairwoman Day questioned staff regarding the light fixtures on the property.

Mrs. Castillo stated that the applicant has indicated the lighting fixtures would be replaced to meet the requirements for shielding from the neighboring properties.

Mr. O'Connor stated that there is standard street lighting on the property that is broken as well as the plastic shielding that comes down from the metal fixture needs to be replaced.

Commissioner Walker asked Mr. O'Connor whether the lighting fixtures would be replaced or repaired to meet the shielding requirements.

Mr. O'Connor stated that he would replace the lighting fixtures.

Chairwoman Day stated that she would like to see the color of the fencing around the property to match.

Mr. O'Connor stated that the last section behind the dumpster would be painted to match the rest of the fencing.

Commissioner Walker questioned staff regarding the placement of the two required trees.

Mrs. Castillo stated that the two trees are required in the front yard along Poindexter and can be placed where feasible in the front yard.

Chairwoman Day stated that placing trees in that area may pose a problem with tree overhang in the future.

Chairwoman Day opened the public hearing.

There being no further 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 with the following conditions:

1. The fence behind the dumpster be painted to match and make any necessary repairs to the fence;
2. Lighting on-site be brought up to code;
3. The yellow awning at the washing bay be replaced; and
4. Any blue siding along the canopy be repaired.

Commissioner Walker seconded the motion. **The motion to approve with conditions carried by a vote of 4-0.**

CONDUCT A PUBLIC HEARING TO CONSIDER A REQUEST TO REZONE ±27.812 ACRES FROM SF-4 (SINGLE-FAMILY DWELLING DISTRICT) AND C3 (COMMERCIAL DISTRICT) TO PD (PLANNED DEVELOPMENT DISTRICT), LOCATED APPROXIMATELY 1,500 FEET WEST OF NOLAN RIVER ROAD AND ON THE SOUTHWEST SIDE OF WOODARD AVENUE, AS REQUESTED BY RW GOSSETT, REPRESENTED BY MICHAEL VARRICHIO, **CASE ZC20-003**

Mrs. Castillo presented the case and briefed the Commission on the request.

Chairwoman Day questioned staff if the detention pond lot was used in computing the average lot area for the development.

Mrs. Castillo stated she will defer that question to the applicant.

Commissioner Walker questioned staff regarding how the proposed lot size for this development relates to the existing Remington Ridge subdivision.

Mrs. Castillo stated that the Remington Ridge subdivision is zoned SF-4 District and all the lots meet the 7,000 square foot minimum. She stated these proposed lots will be smaller in size compared to the existing lots.

Chairwoman Day questioned staff regarding the number of entrances to the property.

Mrs. Castillo stated that, adjacent to the proposed PD, Phase III of this subdivision will be constructed and will have two entrances as well as the one proposed in this PD along Woodard Avenue.

Chairwoman Day opened the public hearing.

The applicant, Michael Varrichio, briefed the Commission on the request.

The engineer, Remington Wheat, stated that there are 37 lots of the 126 lots that are 5,500 square feet. Mr. Wheat also answered Chairwoman Day's previous question and stated that the detention pond lot was not factored in as part of the average lot area.

Chairwoman Day questioned Mr. Varrichio if he has any architectural elevations that could be included to show the decorative elements and amenities for the project.

Mr. Varrichio stated that they can provide elevations of homes built in their previous project which will be very similar to this development.

Chairman Day questioned Mr. Varrichio regarding any additional sound mediation for the houses that will be adjacent to the existing gas pad site to the west.

Mr. Varrichio stated that he does not recall any sound issues in this area when visiting the site that would require sound medication.

Commissioner Walker questioned staff on the perimeter fencing along the western property line adjacent to the gas pad site.

Mr. Wheat stated that there will be 6-foot tall stockade privacy fencing to be constructed by the home builder for those lots along the western side of the property.

Commissioner Philips stated her concern for the proposed reduction in lot size and 10-feet between houses.

Chairwoman Day closed the public hearing.

Commissioner Philips questioned staff regarding the location of the open space with the walking trail.

Mrs. Castillo stated that this open space lot is approximately 23,000 square feet in size and is located in the northern section of the development.

Mr. Varrichio stated that the walking trail also connects to the sidewalks throughout the development.

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

1. Provide photos or elevations of structures and amenities to include with the Planned Development.

Commissioner Sherlock seconded the motion. **The motion to approve with conditions carried by a vote of 4-0.**

CONDUCT A PUBLIC HEARING TO CONSIDER A REQUEST TO REZONE ±45.17 ACRES FROM IH (INTERIM HOLDING DISTRICT) TO SF-4 (SINGLE-FAMILY DWELLING DISTRICT), LOCATED AT 1509 E. SECOND STREET, AS REQUESTED BY MW TEXAN STAR HOMES, LLC, REPRESENTED BY KIMBERLY MALONE, **CASE ZC20-004**

Mrs. Castillo presented the case and briefed the Commission on the request.

Chairwoman Day opened the public hearing.

The representative, Kimberly Malone, briefed the Commission on the request.

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 Philips seconded the motion. **The motion to approve carried by a vote of 4-0.**

CONDUCT A PUBLIC HEARING TO CONSIDER A REQUEST TO REZONE ±1.38 ACRES FROM C3 (COMMERCIAL DISTRICT) TO C3/SUP (COMMERCIAL DISTRICT WITH A SPECIFIC USE PERMIT FOR RV SALES), LOCATED AT 2042 E. HENDERSON STREET, AS REQUESTED BY EBM WACO PROPERTY, LLC, REPRESENTED BY WILLIAM BROWN, **CASE ZC20-005**

Mrs. Castillo presented the case and briefed the Commission on the request.

Chairwoman Day opened the public hearing.

The representative, William Brown, briefed the Commission on the request.

There being no 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 4-0.**

SECTION II: OTHER BUSINESS:

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

- i. PC20-007 – Nolan River West – Final Plat

Mrs. Castillo briefed the Commission on actions taken by the City Council at the April 14, 2020 meeting on the above listed Planning and Zoning cases.

THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 8:06 PM.