

**THIS IS NOT A VERBATIM TRANSCRIPTION
CITY OF CLEBURNE
PLANNING AND ZONING COMMISSION
MINUTES OF THE JUNE 22, 2020 MEETING**

The Planning and Zoning Commission (P&Z) of the City of Cleburne held a Public Hearing on Monday, June 22, 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
Summerly Sherlock
Robert Walker

Bradley Anderle, City Attorney
Danielle Castillo, Planning Manager
David Jellen, Planner
Colt Friedrich, Project Engineer

COMMISSION MEMBERS ABSENT:

Stephanie Philips

CITY STAFF ABSENT:

Shane Pace, Executive Director of
Development Services

CITY STAFF PRESENT:

MEETING FORMAT:

Mrs. Castillo, Mr. Jellen, and Mr. Anderle were present at the meeting in the Council Chambers. Mr. Friedrich tuned into the meeting remotely. Chairwoman Day, Vice-Chairman Archer, 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 6:33 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 June 8, 2020 Planning and Zoning Commission meeting were considered.

Vice-Chairman Archer made a motion to approve the minutes of the June 8, 2020 meeting and the motion was seconded by Commissioner Walker. **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 ±0.64 ACRES FROM C3 (COMMERCIAL DISTRICT) AND MF (MULTIPLE-FAMILY HOUSING DISTRICT) TO C3 (COMMERCIAL DISTRICT), LOCATED AT 107 BATTERSON STREET, AS REQUESTED BY GERARDO VILLALOBOS, **CASE ZC20-009**

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

Commissioner Walker questioned staff how the property would be used in the future.

Mrs. Castillo responded that the applicant intended to use the property as an automobile mechanic shop and for parking in the rear yard.

Chairwoman Day opened the public hearing.

The applicant, Gerardo Villalobos, was present and briefed the Commission on the request.

Vice-Chairman Archer questioned staff if notifications had been sent out to the surrounding neighborhood and if there had been any responses.

Mrs. Castillo stated that there had been no responses to the notifications sent out for this request.

Concerned citizen, Patsy James, stated her interest in how the property would be used and her concern for how it would affect the surrounding neighborhood.

Vice-Chairman Archer questioned the applicant if the property would be enclosed with a fence.

Mr. Villalobos responded that the property will be enclosed with a fence in the future.

Chairwoman Day questioned staff if a fence would be required to serve as a buffer from the neighboring single-family residences.

Mrs. Castillo stated that a fence would be required per the City Ordinance.

There being no other 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 Sherlock seconded the motion. **The motion to approve carried by a vote of 4-0.**

CONDUCT A PUBLIC HEARING TO CONSIDER A REQUEST TO REZONE ±34.58 ACRES FROM IH (INTERIM HOLDING DISTRICT) TO SF-4 (SINGLE-FAMILY DWELLING DISTRICT), GENERALLY LOCATED NEAR THE SOUTHEAST INTERSECTION OF BLAKNEY STREET AND CEDAR STREET, EAST OF TREMONT STREET AND NORTH OF MANSFIELD ROAD, AS REQUESTED BY J FOX INVESTMENTS, INC, **CASE ZC20-010**

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

Vice-Chairman Archer questioned staff if all of the lots would be zoned into the SF-4 District.

Mrs. Castillo explained that all of the lots would be zoned into the SF-4 District in order to match the existing SF-4 zoning for the rest of the site.

Chairwoman Day opened the public hearing.

Laura Bower, representative from Trans Texas Surveying, attending remotely and was available to answer questions.

Commissioner Walker asked if anyone had responded to the notifications sent out by the City.

Mrs. Castillo stated that one (1) person had inquired about the development, but was neither for or against the development.

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 4-0.**

SECTION II: PLATTING:

CONSIDER THE FINAL PLAT OF LOTS 1, 2, 15, AND 16, BLOCK 1, LOTS 1 THROUGH 4, BLOCK 2, LOT 1, BLOCK 5, AND BLOCK 6, OF FOX MEADOW ADDITION, AN ADDITION TO THE CITY OF CLEBURNE, JOHNSON COUNTY, TEXAS, BEING ±41.414 ACRES OF LAND, GENERALLY LOCATED NEAR THE SOUTHEAST INTERSECTION OF BLAKNEY STREET AND CEDAR STREET, EAST OF TREMONT STREET AND NORTH OF MANSFIELD ROAD, AS REQUESTED BY J FOX INVESTMENTS, INC, REPRESENTED BY TRANS TEXAS SURVEYING, **CASE PC20-015**

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

Vice-Chairman Archer questioned staff if the breaks in the lots along Tremont would be for future street development.

Mrs. Castillo responded that they would be used for roads in order to accommodate the future development of the site.

Chairwoman Day questioned staff if the breaks in the lots along Tremont would be large enough for roads as proposed on the plat.

Mrs. Castillo responded that the breaks would be large enough for fifty foot (50') wide roads that will accommodate the right-of-way requirements.

Commissioner Walker questioned staff if the one (1) acre lot at 108 Tremont was included with the plat.

Mrs. Castillo stated that the lot at 108 Tremont is not owned by the developer and is not included with the plat.

Mrs. Castillo stated that the developer does own the house at 110 Tremont and it will remain as is. She stated that a new lot will be created for this home and meet all of the Zoning Ordinance requirements.

There being no requirement for a public hearing, Chairwoman Day called for a motion. Commissioner Walker 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 4-0.**

CONSIDER THE PRELIMINARY PLAT OF LOT 1, BLOCK 1, OF HUNT CLEBURNE ADDITION, AN ADDITION TO THE CITY OF CLEBURNE, JOHNSON COUNTY, TEXAS, BEING ±13.162 ACRES OF LAND, LOCATED APPROXIMATELY 640 FEET SOUTH OF W. HENDERSON STREET AND ON THE SOUTH SIDE OF MAYFIELD PARKWAY, AS

REQUESTED BY MAYFIELD FAMILY L.P., REPRESENTED BY CROSS ENGINEERING CONSULTANTS, **CASE PC20-016**

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

Commissioner Walker questioned staff about if the changes of the site layout between the presented plat and the original conceptual plan shown with the zoning case were due to an increase in apartment dwelling unit density.

Mrs. Castillo responded that there may have been changes from the original concept plan shown during the zoning case but the applicant did go through a site plan review process and the site plan approved by staff is consistent with the preliminary plat as shown this evening.

There being no requirement for a public hearing, Chairwoman Day 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 4-0.**

SECTION III: OTHER BUSINESS:

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

- i. ZC20-002 – 3445 W. US Highway 67 – IH to C3

Mrs. Castillo briefed the Commission on actions taken by the City Council at the June 9, 2020 meeting on the above listed Planning and Zoning cases.

THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 7:09 PM.