

**THIS IS NOT A VERBATIM TRANSCRIPTION  
CITY OF CLEBURNE  
PLANNING AND ZONING COMMISSION  
MINUTES OF THE SEPTEMBER 12, 2022 MEETING**

The Planning and Zoning Commission (P&Z) of the City of Cleburne met in open session on Monday, September 12, 2022, 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 with social distancing protocols in place.

**COMMISSION MEMBERS PRESENT:**

Sonny Albertson – Vice-Chairman  
Vance Castles  
Robert Walker  
Chris Saunders  
Peter Svendsen

David Jones, Community Development  
Director  
Danielle Castillo, Planning Manager  
Laura Melton, Asst. Director of Public Works  
Colt Friedrich, Project Engineer  
Rachel Raggio, City Attorney

**COMMISSION MEMBERS ABSENT:**

Albert Archer - Chairman

**CITY STAFF ABSENT:**

David Jellen, Planner  
Lindsey Hale, City Attorney

**CITY STAFF PRESENT:**

**CALL TO ORDER:**

The meeting was called to order by Vice-Chairman Albertson 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 May 9, 2022 Planning and Zoning Commission meeting were considered.

There being no items for discussion, Vice-Chairman Albertson called for a motion.

Commissioner Saunders made a motion to approve the minutes of the August 8, 2022 meeting and the motion was seconded by Commissioner Walker. **The motion to approve the minutes carried by a vote of 5-0.**

**SECTION I: PLATTING:**

1. CONSIDER THE FINAL PLAT OF BELLE LAGOS PHASE 3, FOR 89 SINGLE-FAMILY RESIDENTIAL LOTS AND 1 OPEN SPACE LOT, BEING ±27.828 ACRES ZONED PD (PLANNED DEVELOPMENT DISTRICT), GENERALLY LOCATED WEST OF BASS LAKE LANE AND FUTURE UNIVERSITY DRIVE, **CASE PC22-058.**

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

Commissioner Svendsen stated his concern regarding the additional traffic generated from new developments in this area, particularly along Westhill Drive funneling onto S. Nolan River Road, prior to the completion of University Drive.

Commissioner Saunders questioned staff regarding a time frame for when University Drive will be completed.

Colt Friedrich, Project Engineer, stated that Phase 1 of the Legado subdivision is currently constructing a portion of University Drive that will tie-in to Henderson Street.

There being no requirement for a public hearing and there being no other questions or items for discussion, Vice-Chairman Albertson 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 4-1, with Commissioner Svendsen's vote to deny.**

2. CONSIDER THE FINAL PLAT OF MEADOWBROOK ADDITION, FOR 177 SINGLE-FAMILY RESIDENTIAL LOTS AND 3 OPEN SPACE LOTS, BEING ±35.95 ACRES ZONED PD (PLANNED DEVELOPMENT DISTRICT), GENERALLY LOCATED NEAR THE SOUTHEAST INTERSECTION OF WOODARD AVENUE AND HARLIN DRIVE, **CASE PC22-062.**

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

Commissioner Castles questioned staff regarding when this development will ultimately tie-in to Ridgeway Drive.

Mrs. Castillo stated that it would be dependent on when the adjacent property to the south developed. She stated that staff has not received a formal submittal regarding the adjacent property to the south.

Commissioner Castles stated that traffic is a concern around this proposed subdivision.

Commissioner Svendsen stated his concern regarding the additional traffic generated from this new development, particularly along Harlin Drive and Yellow Jacket Drive funneling onto N. Nolan River Road, prior to the completion of Ridgeway Drive.

There being no requirement for a public hearing and there being no other questions or items for discussion, Vice-Chairman Albertson called for a motion. Commissioner Walker made a motion to approve the request as presented and Commissioner Saunders seconded the motion. **The motion to approve carried by a vote of 4-1, with Commissioner Svendsen's vote to deny.**

3. CONSIDER THE FINAL PLAT OF BLACKBIRD MEADOWS, FOR 45 RESIDENTIAL LOTS AND 2 OPEN SPACE LOTS, ON ±58.448 ACRES IN THE EXTRATERRITORIAL JURISDICTION (ETJ) OF CLEBURNE, GENERALLY LOCATED ON THE NORTH SIDE OF COUNTY ROAD 904 AND APPROXIMATELY 2,100 FEET WEST OF CHISHOLM TRAIL PARKWAY, EAST OF COUNTY ROAD 1017, **CASE PC22-066.**

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

Commissioner Walker questioned staff whether the new ownership would be subject to comply with the layout of this proposed plat.

Mrs. Castillo stated that new ownership would be required to develop based on the proposed layout of this plat.

There being no requirement for a public hearing and there being no other questions or items for discussion, Vice-Chairman Albertson called for a motion. Commissioner Svendsen 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.**

4. CONSIDER THE REPLAT OF DURAN ESTATES (FORMERLY ORIGINAL TOWN OF CLEBURNE), FOR 3 SINGLE-FAMILY RESIDENTIAL LOTS WITH A VARIANCE REQUEST, BEING ±0.526 ACRES, LOCATED AT 704, 706, AND 708 ROBBINS STREET, **CASE PC22-060.**

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

Commissioner Walker questioned staff regarding how the portion of Lot 4 would be affected.

Mrs. Castillo stated that the portion of Lot 4 will be renamed as Lot 3 since the applicant is proposing a new subdivision name for this replat.

Vice-Chairman Albertson questioned staff whether the dotted line labeled "Zone X Shaded" running east of the property was a floodplain.

Mrs. Castillo stated that the dotted line denotes the limits of the floodplain to the east.

Commissioner Saunders questioned staff whether the proposed property was in the floodplain.

Mrs. Castillo stated that the proposed property is not located within the floodplain.

Colt Friedrich, Project Engineer, stated that the dotted line labeled "Zone X Shaded" on the plat signifies the 500 year floodplain for a 0.2% chance of flooding in any given year.

Commissioner Saunders questioned staff whether single-family housing is proposed on these lots or if multi-family could be constructed.

Mrs. Castillo stated that these lots are zoned for single-family residential uses and a rezoning would need to be approved to build multi-family. She stated that the applicant intends to construct single-family residential development.

Commissioner Walker questioned staff whether the remaining portion of Lot 4 will be a conforming lot.

Mrs. Castillo stated that a different property owner currently owns the remaining portion of Lot 4. She stated that the property owner would be required to plat prior to building on that property.

Commissioner Svendsen stated that the proposed lots look greater in width than the lots south of the property.

Mrs. Castillo stated that the lots south of the property within the Santa Fe Addition are all approximately 50 to 55 feet in width.

Commissioner Walker questioned staff regarding the requested lot depth variance.

Mrs. Castillo stated that the applicant is requesting a minimum 101-foot lot depth and the minimum requirement is 110 feet.

Vice-Chairman Albertson opened the public hearing.

The applicant, Chris Duran, was present for any questions.

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

5. CONSIDER REQUEST FOR SPECIFIC USE PERMIT (SUP) FOR THE PLACEMENT OF A MANUFACTURED HOME ON ±0.21 ACRES, ZONED SF-7 (SINGLE-FAMILY DWELLING DISTRICT) AND LOCATED AT 1420 SMOOTH STONE DRIVE, **CASE ZC22-025.**

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

Commissioner Saunders questioned staff regarding if a mobile home would be allowed in other areas of the city.

Mrs. Castillo stated that a single manufactured home is allowed with a Specific Use Permit (SUP) within the single-family districts, which would require consideration of the Planning and Zoning Commission and City Council.

Vice-Chairman Albertson opened the public hearing.

There being no other questions or items for discussion, Vice-Chairman Albertson 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.**

6. CONSIDER REQUEST TO REZONE FROM I (INDUSTRIAL DISTRICT) TO RC (REGIONAL COMMERCIAL DISTRICT) FOR RETAIL COMMERCIAL DEVELOPMENT ALONG US HIGHWAY 67, ON ±0.915 ACRES LOCATED AT 2221 PIPELINE ROAD, **CASE ZC22-024.**

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

Vice-Chairman Albertson questioned staff whether landscaping will be required along Marti Drive, Pipeline Road, and US Highway 67.

Mrs. Castillo stated that landscaping is not required along Marti Drive since it is a private road that is not owned or maintained by the city. She stated that landscaping will be required along Pipeline Road and US Highway 67.

Vice-Chairman Albertson opened the public hearing.

There being no other questions or items for discussion, 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.**

**SECTION III: OTHER BUSINESS:**

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

- i. PC22-018 – Conley Estates - Preliminary Plat
- ii. PC22-047 – Cleburne 135 – Preliminary Plat
- iii. PC22-048 – J.F. Addition – Replat
- iv. ZC22-015 – Cleburne 135 Rezone – SF-7 to SF-6
- v. ZC22-017 – Wright Farms Rezone – IH to PD
- vi. ZC21-027 – Zimmerer Kubota SUP
- vii. ZC22-016 – Lakeway Property Rezone – IH to RC

David Jones, Community Development Director, briefed the Commission on actions taken by the City Council at the August 9, 2022 and August 23, 2022 meetings on the above listed Planning and Zoning cases.

**THERE BEING NO OTHER BUSINESS, THE MEETING WAS ADJOURNED AT 7:20 PM.**