

**PLANNING & ZONING COMMISSION  
McLENDON-CHISHOLM, TEXAS  
REGULAR MEETING MINUTES  
August 7, 2008**

**Workshop**

**1. CALL TO ORDER**

Chairman Troy Reich called the workshop of the Planning & Zoning Commission of the City of McLendon-Chisholm, Texas to order at 6:37 pm.

P&Z Commission Present:	Troy Reich	Chairman
	Jay Webb	Commissioner
	Lee Nichols	Commissioner
	Karla Clark	Commissioner
	Chuck Samples	Commissioner

P&Z Commission Absent:	Jerry Packer	Vice Chairman
	Mike Miller	Commissioner
	Mark Coleman	Commissioner

Staff Present:	Dave Butler	City Administrator
	Dan Boutwell	City Planner

**2. INVOCATIONS AND PLEDGE OF ALLEGIANCE**

Chairman Troy Reich gave the Invocation and led the Pledge of Allegiance.

**3. WORKSHOP DISCUSSION**

None

**4. ADJOURN**

Jay Webb made a motion to adjourn the workshop. Karla Clark seconded the motion. **Motion passed 4-0.** The workshop was adjourned at 6:40 p.m.

**Regular Meeting**

**1. CALL TO ORDER**

Chairman Troy Reich called the regular meeting of the Planning & Zoning Commission of the City of McLendon-Chisholm, Texas to order at 6:40 p.m.

**2. APPROVAL OF MINUTES**

- a. Consideration and action on approval of minutes of the Regular Meeting of the Planning & Zoning Commission held on July 10, 2008.

Chuck Samples made a motion to approve the minutes of the Regular Meeting of the Planning & Zoning Commission held on July 10, 2008 as presented. Jay Webb seconded the motion. **Motion passed 4-0.**

### 3. AGENDA ITEMS

- c. Consider and/or act of recommendation of Final Plat for Chisholm Crossing Phase IV.

Chris Cuny, with F.C. Cuny, explained letters from TRC and explained concerns of TRC. Applicant will have Texas Department of Transportation (TX DOT) permit within the next week. Applicant should also have letter from RCH any day now.

Jay Webb made a motion to recommend approval of Final Plat for Chisholm Crossing Phase IV to City Council contingent upon receipt of letter from RCH and TX DOT, and note on Final Plat to not allow access to FM 550 from three lots. Karla Clark seconded the motion. **Motion passed 4-0.**

- a. Consider and/or act of recommendation to amend the Comprehensive Zoning Ordinance, Section 4.5 SF1.5 Single-Family Residential District, to reflect the following: 300 feet Minimum Lot Width, 200 feet Minimum Lot Depth, 75 feet Minimum Front Yard setback, 25 feet Minimum Rear Yard setback, and a maximum of 800 square feet (total accumulative) for an Accessory Building.

Lee Nichols made a motion to recommend to City Council to amend the Comprehensive Zoning Ordinance, Section 4.5 SF1.5 Single-Family Residential District. Jay Webb seconded the motion. **Motion passed 4-0.**

- b. Consider and/or act of recommendation of revised Downtown District Plan.

Dan Boutwell presented new version of the Downtown District Plan. Dan presented a simplification of the initial document. Jay Webb stated he has concerns about allowing a 45' building and the City's ability to fight a fire in that type of building and about zero lot line. Dan stated that if the City cannot fight that size of a fire, then the permit can be denied and regarding the zero lot line, the set backs can be changed.

Chuck Samples expressed concern that the purpose section is too vague. He asked if the plan should reflect the boundaries, when the ordinance is passed should a map revision be done, should the plan articulate specific parking restrictions, and should sign requirements also be added. He also stressed that the subcommittee wants guidelines in placed now that may not apply for 10 years. Dan stated he will do what Planning & Zoning want him to do. He asked for direction since there is conflict in opinion as to the wording of the ordinance. Troy Reich wants the City to be recognized as a large lot community. There will be a center of the community. Dan stated he sees a need for a design document as part of the ordinance. Lee Nichols does not want to see an additional 150 pages on top of 120 pages that already exist. Jay Webb would like to get this to the City Council to see if they agree.

Jay Webb made a motion to instruct Dan Boutwell to return with a proposed ordinance to create a Downtown District. Lee Nichols seconded the motion. **Motion passed 4-0.**

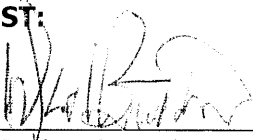
### 4. PLANNING & ZONING COMMISSION COMMENTS

None

**5. ADJOURN**

Chuck Samples made a motion to adjourn the meeting. Karla Clark seconded the motion. **Motion passed 4-0.** The meeting was adjourned at 9:00 p.m.

**ATTEST:**



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Dave Butler, City Administrator



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Troy Reich, Chairman