



**PLANNING & ZONING COMMISSION  
McLENDON-CHISHOLM, TEXAS  
PUBLIC HEARING AND  
REGULAR MEETING MINUTES  
September 4, 2008**

**Public Hearing**

**1. CALL TO ORDER**

Chairman Troy Reich called the Public Hearing of the Planning & Zoning Commission of the City of McLendon-Chisholm, Texas to order at 6:34 pm.

P&Z Commission Present: Troy Reich                      Chairman  
Jerry Packer                      Vice Chairman  
Jay Webb                      Commissioner  
Chuck Samples                      Commissioner  
Mike Miller                      Commissioner  
Lee Nichols                      Commissioner

P&Z Commission Absent: Karla Clark                      Commissioner  
Mark Coleman                      Commissioner

Staff Present: Dave Butler                      City Administrator  
Deborah Sorensen                      City Secretary  
Dan Boutwell                      City Planner

**2. INVOCATIONS AND PLEDGE OF ALLEGIANCE**

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

**3. PUBLIC HEARING ON RE-PLAT AT 250 QUAIL CREEK**

A Public Hearing of the Planning & Zoning Commission to receive comments and take appropriate action regarding a re-plat of Lot 3, Block A Quail Creek Addition, Phase I.

- a. Open Public Hearing – Chairman Troy Reich opened the Public Hearing
- b. Consider comments from staff – Dave Butler explained the owners have to re-plat their two tracts of land in order to build a barn. Dave stated that the city attorney stated that when the property is re-platted they are out of the Homeowner's Association. Troy Reich asked what options they have if the homeowner opts out of the Homeowner's Association. Dan Boutwell stated that they can deny the re-plat due to no maintenance for the roadway and asked to provide the deed restrictions. He recommended approval of re-plat contingent on providing evidence of maintenance for roadway.
- c. Receive comments from public - None
- d. Close Public Hearing – Chairman Troy Reich Closed the Public Hearing
- e. Adjourn Public Hearing – Jay Webb made a motion to adjourn the Public Hearing. Jerry Packer seconded the motion. **Motion carried 3-0.** The Public Hearing adjourned at 6:58pm.

## Workshop

### 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 6:58 p.m.

### 2. WORKSHOP DISCUSSION

**3b. Consider and/or act on recommendation of revised Downtown District Plan** – Dan Boutwell, City Planner, stated the committee has done an enormous amount of work. The first draft was a stand along district, then an overlying district and now a downtown district piece mill. He took much of the language the committee had already written and formed the proposed plan. Troy Reich asked about the advantage and disadvantage to what was previously proposed. Dan stated that this proposal reflects design criteria and requires site plan and material list. The disadvantage is that a company like Brookshire, may decided that it is too demanding or rigid and go elsewhere. This is a very pedestrian and urban oriented plan. The City is not there yet, but once development starts, it will eventually get there. Jay Webb asked if commerical could build outside of the district. Dan confirmed it could. Jerry Packer asked for Dan Boutwell's personal opinion of the proposed plan. Dan feels that it is aggressive, but he will do what they want. Jerry asked about residential building within the Downtown District. Dan confirmed it is permitted but a subdivision is not allowed. Jerry asked if a public hearing is required. Dan informed him that a public hearing is required as well as letters will be mailed to property owners. Troy stated if we do not do something, we would not have any control over how the downtown will turn out. Jerry stated that the same discussion has taken place repeatedly. He wants to allow residents to build a house on their land until the downtown district has been developed. He feels they are taking people's land. Jay stated he likes the plan. We want to preserve land as downtown district even though it may take a decade. The landowners will still have the flexibility to do something reasonable during the time period. A new home can be built with a Special Use Permit.

Jay stated that "underlying zone district" needs to be deleted on page 4 since the plan does not have that zone district. He also wants "all roof shall be standing seam metal" to be removed. If someone wants concrete tile, he doesn't have a problem with it.

Lee Nichols asked if the Architectural Review Board was part of the plan. Dan stated that Planning & Zoning Commission would have to create it. Dan can set up the plan that until the Architectural Review Board has been created, Planning & Zoning Commission has authority over everything. Jerry Packer asked if there is an appeal process for the Architectural Review Board. Chuck Samples stated that if Architectural Review Board turns down the request, then it would come to the Planning & Zoning Commission. Dan Boutwell stated that legally, it should go to the Board of Adjustment.

Dan stated that he could make changes to the Downtown Business District Plan, bring it back to the next meeting, and have a Public Hearing. Troy Reich would prefer to see the final revision prior to the Public Hearing. He also suggested sending it to City Council with the changes as discussed.

**3c. Consider and/or act on amendment to Comprehensive Plan regarding Parks and Open Space** – Dan Boutwell stated the Mayor requested the Planning & Zoning Commission address the Park Plan, which is in the Comprehensive Plan. In Planned Developments, the City will acquire land that is common area and will require that be part of the amenity package. He further stated that the subdivision regulations need to be amended. Dan added 4 pages to the Comprehensive Plan, section on zoning, Downtown District Plan, and Parks Plan.

### 3. ADJOURN WORKSHOP

Jay Webb made a motion to adjourn the workshop. Jerry Packer seconded the motion. **Motion passed 5-0.** The workshop was adjourned at 8:14 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 8:14 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 August 7, 2008.

Chuck Samples made a motion to approve the minutes of the Regular Meeting of the Planning & Zoning Commission held on August 7, 2008 as presented. Jay Webb seconded the motion. **Motion passed 5-0.**

#### 3. AGENDA ITEMS

- a. Consider and/or act of recommendation of re-plat at 250 Quail Creek.

Jay Webb made a motion to recommend to City Council to approve the re-plat at 250 Quail Creek if it conforms to item 10 on the checklist. Jerry Packer seconded the motion. **Motion passed 5-0.**

- b. Consider and/or act of recommendation of revised Downtown District Plan.
- c. Consider and/or act on amendment to Comprehensive Plan regarding Parks and Open Space.

Chuck Samples made a motion to send to City Council for consideration the revised Downtown District Plan with corrections and the Comprehensive Plan to include parks and open spaces. Jerry Packer seconded the motion. **Motion passed 5-0.**

#### 4. PLANNING & ZONING COMMISSION COMMENTS

None

#### 5. ADJOURN

Jerry Packer made a motion to adjourn the meeting. Jay Webb seconded the motion. **Motion passed 5-0.** The meeting was adjourned at 8:17 p.m.

**ATTEST:**



Deborah Sorensen, City Secretary



Troy Reich, Chairman