

**MINUTES**  
**PLANNING AND ZONING COMMISSION**

The Planning and Zoning Commission of the City of Burkburnett, Texas met in a regular scheduled meeting on March 4, 2019, at 6 p.m. in the Council Chambers of the City Hall, 501 Sheppard Road, Burkburnett, Texas. The meeting was open to the public with notice being given in compliance with the Open Meeting Act. The following Commission members were present:

Tim Cornelius	Chairperson
Mark Barefield	Commissioner
Carla Walters	Commissioner
Robert Jones	Alternate

Commissioners Coker and Gerstner were not present.

Others present Lawrence Cutrone, City Manager; Richard Gordon, Director of Planning; and Janelle Stahr, City Clerk.

Item 1. Chairperson Tim Cornelius called the meeting to order.

Item 2. Motion made by Commissioner Walters, seconded by Commissioner Jones to approve the minutes from November 5, 2018. Motion carried unanimously.

Item 3. Richard Gordon, Director of Planning, addressed the Commissioners and stated Mr. Rick Sims representing the Burkburnett Independent School District (BISD) presented a site plan for consideration and approval to construct a locker room building at 100 N. Avenue D. Burkburnett, Texas. Mr. Gordon stated all utility issues were resolved and the proposed project complies with the comprehensive plan and agrees with the future land use plan.

Motion made by Commissioner Jones, seconded by Commissioner Barefield to approve the site plan for a locker room building at 100 N. Avenue D, Burkburnett, Texas. Motion carried unanimously.

Item 4. Mr. Gordon provided the following updates:

- Several replats were submitted that only require staff approval.
- There is a possible rezoning case in the future for the construction of a duplex.
- There are a few pending carport overlay district applications.
- Taco Bell permits are ready to be picked up for construction.
- Construction on the Valero on Kramer Road is progressing and expected to open in April.
- Lipscomb construction is expected to begin in May.

Item 5. There being no further business the meeting was adjourned.

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Tim Cornelius, Chair

ATTEST:

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Richard Gordon, Director of Planning