

**MINUTES
PLANNING AND ZONING COMMISSION**

The Planning and Zoning Commission of the City of Burkburnett, Texas, met in a Special-Called Meeting on December 19, 2019, at 6:00 p.m. at City Hall-Council Chambers, 501 Sheppard Road, Burkburnett, Texas. The meeting was open to the public with notice given in compliance with the Open Meetings Act. The following Commission members were present:

Paul Gerstner	Commissioner / Acting Chairperson
Scott Simmons	Commissioner
Carla Walters	Commissioner
Robert Jones	Alternate

Commissioners Barefield and Patterson were not present.

Others present were Richard Gordon, Director of Planning; Sarah Culp, Executive Assistant; and Margie Poole, City Clerk.

ITEM 1. CALL MEETING TO ORDER

Acting Chairperson Paul Gerstner called the meeting to order at 6:03 p.m.

ITEM 2. Discuss and take any action necessary for approval of minutes from October 17, 2019.

Commissioner Jones made the motion, seconded by Commissioner Walters, to approve the minutes from October 17, 2019. Motion carried unanimously.

ITEM 3. PERSONAL/AUDIENCE COMMENTS

There were no public comments.

ITEM 4. Acting Chairperson Gerstner closed the Special Called Meeting and opened the Public Hearing at 6:05 p.m. for the request to amend Zoning Ordinance #589 addressing the development requirements for Planned Development Overlay Districts.

Mr. Richard Gordon, Director of Planning, addressed the Commissioners and stated that Zoning Ordinance #589, provides provisions for establishing Planned Development Overlay Districts. Section 24.2 Subsection B requires that lot sizes (frontage and square foot) must be the same as the incumbent district. In October, this area was rezoned to R-1 designation to allow for the type of development requested, but it does not permit a smaller lot than 40 feet wide, 100 feet deep - 4000 square feet. Staff proposed eliminating Section 24.2 Subsection B as a requirement for a Planned Development Overlay District.

Section 24.3 subsection D requires that a Planned Development Overlay District be a minimum of 10 acres in size. Staff proposed eliminating Section Section 24.3 subsection D as a requirement for a Planned Development Overlay District.

Eliminating these two subsections would create more flexibility for addressing medium-density residential development. The purpose of each change is to provide more flexibility to address specific needs that arise for both residential and commercial development. These changes are

needed to allow for townhome construction, which may be sold individually as units with legally platted properties.

Mr. Solomon Floyd, the owner of Reunion Investments, and Ms. Jennifer Tran, with the company constructing the townhomes, shared with the Commissioners their vision for developing the Downtown area, inclusive of the need for a Homeowners Association.

ITEM 5. Acting Chairperson Gerstner closed the Public Hearing and reopened the Special Called Meeting at 6:19 p.m. to discuss and take any action necessary on the request to amend Zoning Ordinance #589 addressing the development requirements for Planned Development Overlay Districts.

Commissioner Walters made a motion, seconded by Commissioner Jones, to approve the request to amend Zoning Ordinance #589 addressing the development requirements for Planned Development Overlay Districts. Motion carried unanimously.

ITEM 6. Acting Chairperson Gerstner closed the Special Called Meeting and opened the Public Hearing at 6:20 p.m. for the application to create a Planned Development Overlay District (PD-1) at 606-612 North Avenue C, Burkburnett, Texas. Legal Description lots 5, 6, 7, and 8 BLK 20, Original Townsite Burkburnett.

Mr. Richard Gordon, Director of Planning, addressed the Commissioners and stated that this particular item is to create the Planned Development Overlay District (PD-1) at 606-612 North Avenue C. There were no public comments.

ITEM 7. Acting Chairperson Gerstner closed the Public Hearing and reopened the Special Called Meeting at 6:21 p.m. to discuss and take any action necessary on the application to create a Planned Development Overlay District (PD-1) at 606-612 North Avenue C, Burkburnett, Texas. Legal Description lots 5, 6, 7, and 8 BLK 20, Original Townsite Burkburnett.

Commissioner Walters made a motion, seconded by Commissioner Jones, to approve the application to create a Planned Development Overlay District (PD-1) at 606-612 North Avenue C, Burkburnett, Texas. Legal Description lots 5, 6, 7, and 8 BLK 20, Original Townsite Burkburnett. Motion carried unanimously.

ITEM 8. Acting Chairperson Gerstner closed the Special Called Meeting and opened the Public Hearing at 6:22 p.m. for the application to create a Planned Development Overlay District (PD-2) at 434-438 West College and 411-413 Buckner St, Burkburnett, Texas. Legal description 90x218'BLK 2 Buckner, W55x218'BLK2 Buckner, 50x150'BLK 2 Buckner, and 50x150' of Lot 1 BLK2 Buckner.

Mr. Richard Gordon, Director of Planning, addressed the Commissioners and stated that this was exactly the same type of project on a different piece of property. During the notice period, he received one phone call requesting more information but was not opposed. There were no public comments.

ITEM 9. Acting Chairperson Gerstner closed the Public Hearing and reopened the Special Called Meeting at 6:23 p.m. to discuss and take any action necessary on the application to create a Planned Development Overlay District (PD-2) at 434-438 West College and 411-413 Buckner St, Burkburnett, Texas. Legal description 90x218'BLK 2 Buckner, W55x218'BLK2 Buckner, 50x150'BLK 2 Buckner, and 50x150' of Lot 1 BLK2 Buckner.

Commissioner Jones made a motion, seconded by Commissioner Walters, to approve the application to create a Planned Development Overlay District (PD-2) at 434-438 West College and 411-413 Buckner St, Burkburnett. Motion carried unanimously.

ITEM 10. Acting Chairperson Gerstner closed the Special Called Meeting and opened the Public Hearing at 6:25 p.m. for the Rezone Application: Carport Overlay District - 1200 Block Clover.

Mr. Richard Gordon, Director of Planning, addressed the Commissioners and stated that the owner of the property at 1212 Clover Street, Mr. Justin Sinkhorn, requested to allow for a Carport Overlay District for the entire 1200 block of Clover Street and a small part of the 1000-1100 block of Jewel Street. All public notices were made as required, and the petition contained all the required signatures. The staff recommends approval. There were no public comments.

ITEM 11. Acting Chairperson Gerstner closed the Public Hearing and reopened the Special Called Meeting at 6:27 p.m. to discuss and take any action necessary for the Rezone Application: Carport Overlay District - 1200 Block Clover.

Commissioner Walters made a motion, seconded by Commissioner Simmons, to approve the Rezone Application: Carport Overlay District - 1200 Block Clover. Motion carried unanimously.

ITEM 12. ADJOURNMENT

Commissioner Jones made the motion, seconded by Commissioner Walters, to adjourn. Motion carried unanimously, and the meeting adjourned at 6:29 p.m.

Paul Gerstner, Acting Chairperson

ATTEST:

Richard Gordon, Director of Planning