

MINUTES
PLANNING AND ZONING COMMISSION

The Planning and Zoning Commission of the City of Burkburnett, Texas, met in a Regular Meeting on July 6, 2020, 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
Mark Barefield	Commissioner
Matt Patterson	Commissioner
Carla Walters	Commissioner
Robert Jones	Alternate

Commissioner Simmons was not present.

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

ITEM 1. CALL MEETING TO ORDER

Acting Chairperson Commissioner Gerstner called the Meeting to order at 6:00 p.m.

ITEM 2. Discuss and take any action necessary for approval of minutes from May 19, 2020.

Commissioner Walters made the motion, seconded by Commissioner Barefield, to approve the minutes from May 19, 2020. Motion carried unanimously.

ITEM 3. Acting Chairperson Gerstner closed the Meeting and opened the Public Hearing at 6:03 p.m. for the Rezone Application Case 2020-54: Rezone 524 Dot Ave, Legal Description Lot B Block 1 Schroeder, Burkburnett, Texas.

There were no public comments.

ITEM 4. Acting Chairperson Gerstner closed the Public Hearing and reopened the Regular Meeting at 6:04 p.m. to discuss and take any action necessary for the Rezone Application Case 2020-54: Rezone 524 Dot Ave, Legal Description Lot B Block 1 Schroeder, Burkburnett, Texas.

Commissioner Jones made the motion, seconded by Commissioner Barefield, to approve the Rezone Application Case 2020-54: Rezone 524 Dot Ave, Legal Description Lot B Block 1 Schroeder, Burkburnett, Texas from Commercial/Business to SF-6. Motion carried unanimously.

ITEM 5. Discuss and take any action necessary regarding the selection of a Chairman for the Planning and Zoning Board.

Ms. Carla Walters nominated Mr. Paul Gerstner, and he volunteered to serve as the Chairperson, Commissioner Patterson made a motion, seconded by Commissioner Walters, to select Commissioner Gerstner to be the Chairperson of the Planning and Zoning Board. Motion carried unanimously.

ITEM 6. Discuss and take any action necessary regarding the selection of a Vice-Chairman for the Planning and Zoning Board.

Commissioner Robers Jones volunteered to serve as the Vice-Chairperson.

Commissioner Patterson made a motion, seconded by Commissioner Walters, to elect Commissioner Jones to be the Vice-Chairperson of the Planning and Zoning Board. Motion carried unanimously.

ITEM 7. DIRECTOR OF PLANNING COMMENTS

Ms. Sarah Culp, Executive Assistant, informed the board that she already has several items for the next Meeting will be on August 3, 2020, at 6 p.m.

ITEM 8. COMMISSIONERS' COMMENTS

Commissioner Jones asked about the subdivision ordinance and the Planning and Zoning Board reviewing plat applications. Mr. Richard Gordon stated the city is reviewing the subdivision ordinance and working with an engineering firm to review plans submitted.

ITEM 9. ADJOURNMENT

Commissioner Patterson made the motion, seconded by Commissioner Jones, to adjourn. Motion carried unanimously, and the Meeting adjourned at 6:30 p.m.

Paul Gerstner, Chairperson

ATTEST:

Sarah Culp, Executive Assistant