

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

The Planning and Zoning Commission of the City of Burkburnett, Texas, met in a Regular Meeting on October 5, 2020, at 6:00 pm 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	Chairperson
Mark Barefield	Commissioner
Carla Walters	Commissioner
Robert Jones	Alternate/Vice-Chairperson

Sarah Culp, Planning Director, was also present. Commissioners Patterson and Simmons were absent.

**ITEM 1. CALL MEETING TO ORDER**

Chairperson Commissioner Gerstner called the meeting to order at 6:04 pm.

**ITEM 2.** Discuss and take any action necessary for approval of minutes from August 8, 2020, and September 14, 2020.

Commissioner Jones made a motion to approve the minutes from August 8, 2020, and September 14, 2020, seconded by Commissioner Barefield. The Motion carried unanimously.

**ITEM 3.** Chairperson Gerstner closed the Regular Meeting and open the Public Hearing at 6:04 pm for Case 2020-61: Specific Use Permit for 501 E 8th St to place an In-Law mobile home.

There were no public comments.

**ITEM 4.** Chairperson Gerstner closed the Public Hearing and reopened the Regular Meeting at 6:06 pm to discuss and take any action necessary on Case 2020-61: Specific Use Permit for 501 E 8th St to place an In-Law mobile home.

Commissioner Jones made a motion to approve the Specific Use Permit for 501 E 8<sup>th</sup> St. Seconded by Commissioner Walters. The Motion carried unanimously.

**ITEM 5.** Chairperson Gerstner closed the Regular Meeting and opened the Public Hearing at 6:07 pm for Case 2020-63: rezone of 700 W 7th St. (Legal description 5 Acres Abst. 335 Debose) from R-2 to Multi-Family for the purpose of building an apartment complex.

Mr. Syd Litteken gave an overview of the proposed project. He said they would be separating approx. 3.6 acres of the 5 total acres to be platted for the apartment project. He stated there are expected to be 72 units with a mix of single and two-story buildings. Pam Dixon also spoke about the property currently being owned by Providence Baptist Church, but when the project

starts to break ground, it will be deeded over to GenPro 700. They almost have financing secure but waiting on the final bids. They still need to get with Public Works to ensure the infrastructure is there to support this development.

A gentleman that owns property within 200ft of the subject property had questions about the roads and infrastructure, and Mrs. Culp stated that when we get a full set of plans, the Public Works Dept will be involved.

**ITEM 6.** Chairperson Gerstner closed the Public Hearing and reopen the Regular Meeting at 6:26 pm to discuss and take any action necessary on Case 2020-63: rezone of 700 W 7th St. (Legal description 5 Acres Abst. 335 Debose) from R-2 to Multi-Family for the purpose of building an apartment complex.

A motion was made by Commissioner Barefield to approve the rezone for 700 W 7<sup>th</sup> St from R-2 to Multi-Family, Seconded by Commissioner Walters. Commissioner Jones asked the question, "Were there any responses?" Mrs. Culp stated there were approx. 15 letters were sent, and only one person responded that they would call into the meeting. The Motion carried unanimously.

**ITEM 7.** Chairperson Gerstner closed the Regular Meeting and opened the Public Hearing at 6:29 pm for Case 2020-64: Creating a carport overlay district for the 600blk of N Ave B and 201 E 5<sup>th</sup> St.

There were no public comments.

**ITEM 8.** Chairperson Gerstner closed the Public Hearing and reopen the Regular Meeting at 6:30 pm to discuss and take any action necessary on Case 2020-64: Creating a carport overlay district for the 600blk of N Ave B and 201 E 5<sup>th</sup> St.

Commissioner Jones made a motion to approve the Carport Overlay District, Seconded by Commissioner Barefield. Motion carried unanimously.

## **ITEM 9. DIRECTOR OF PLANNING COMMENTS**

## **ITEM 10. COMMISSIONERS' COMMENTS**

## **ITEM 11. ADJOURNMENT**

At 6:33 pm, Commissioner Barefield made a motion to adjourn, seconded by Commissioner Walters. Motion carried unanimously.

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Paul Gerstner, Chairperson

**ATTEST:**

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Sarah Culp, Planning Director