MINUTES
PLANNING AND ZONING COMMISSION

The Planning and Zoning Commission of the City of Burkburnett, Texas, met in a Regular Meeting on January 9, 2023 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:

Susie Hill  Chairperson
Mark Barefield  Commissioner
Carla Walters  Commissioner

Commissioners Torres and Johnson were absent.

Others present were: Sarah Culp, Director of Community Planning, and Fred Tillman, Interim City Manager.

ITEM 1. CALL MEETING TO ORDER
Chairperson Hill called the Meeting to order at 6:51 p.m.

ITEM 2. CONSENT AGENDA
Approval of Minutes from the December 5, 2022, Regular Meeting.

Commissioner Barefield made a motion, seconded by Commissioner Walters, to approve the minutes from December 5, 2022. Motion carried unanimously.

ITEM 3. PERSONAL/AUDIENCE COMMENTS
There were no public comments.

ITEM 4. Chairperson closed the Regular Meeting and opened the Public Hearing at 6:51 p.m. for Case 2023-1: Rezone 1102 S Preston Rd from Residential to Commercial Business.

Sarah Culp, Director of Community Planning, addressed the Commission that a citizen had called to express his concern over the possibility of a substantial increase in noise due to the rezoning. Josh Stimpson addressed the Commission with his public comments.

ITEM 5. Chairperson closed the Public Hearing and reopened the Regular Meeting at 6:58 p.m. to discuss and take any action necessary on Case 2023-1: Rezone 1102 S Preston Rd from Residential to Commercial Business.

This agenda item was tabled until the next meeting to allow time to receive more information, especially confirmation of whether it is display only vs. sales, design layout, and lease terms.

ITEM 6. Chairperson closed the Regular Meeting and opened the Public Hearing at 7:03 p.m. for Case 2023-2: Specific Use Permit for 111 Williams Dr to allow a Residence in a Commercial Zone.

Josh Stimpson addressed the Commission with his public comments.
ITEM 7. Chairperson closed the Public Hearing and reopened the Regular Meeting at 7:04 p.m. to discuss and take any action necessary on Case 2023-2: Specific Use Permit for 111 Williams Dr to allow a Residence in a Commercial Zone.

Commissioner Walters made a motion, seconded by Commissioner Barefield, to approve Case 2023-2. Motion carried unanimously.

ITEM 8. Chairperson closed the Regular Meeting and opened the Public Hearing at 7:04 p.m. for Case 2023-3: Creation of a Carport Overlay District for 999-1023 Jewel Ave.

Josh Stimpson addressed the Commission with his public comments regarding a city-wide change for the carport overlay process.

ITEM 9. Chairperson closed the Public Hearing and reopened the Regular Meeting at 7:09 p.m. to discuss and take any action necessary on Case 2023-3: Creation of a Carport Overlay District for 999-1023 Jewel Ave.

Commissioner Walters made a motion, seconded by Commissioner Barefield, to approve Case 2023-3. Motion carried unanimously.

ITEM 10. Discuss and take any action necessary on Case 2023-4: Site Plan review for 277 Red River Expy for a Gas Station.

Commissioner Barefield made a motion, seconded by Commissioner Walters, to accept Case 2023-4. Motion carried unanimously.

ITEM 11. Discuss and take any action necessary on amending Zoning Ordinance #589 Appendix A-1 Definitions to add the definition of Retail Tobacco or electronic cigarette store and adding it to the Retail and Services Use Chart.

EXECUTIVE SESSION
Pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, the Commission may convene in Executive Session.

Chairperson Hill closed the meeting at 7:25 p.m. and opened the Executive Session.

RECONVENE
Reconvene to regular session and take action, if any, on matters discussed in Executive Session.

Chairperson Hill reconvened the meeting at 7:47 p.m.

Commissioner Barefield made a motion, seconded by Commissioner Walters, to add the definition with the inclusion of change from "and" to "and/or" in the definition. Motion carried unanimously.

ITEM 12. Chairperson closed the Regular Meeting and opened the Public Hearing at 7:48 p.m. for Case 2023-5: Specific Use Permit for 208 S Red River Expy Unit C for a Retail Tobacco or electronic cigarette store.

The applicant, Marwan Alsanabani, addressed the Commission with the details of his project.
ITEM 13. Chairperson closed the Public Hearing and reopened the Regular Meeting at 7:50 p.m. to discuss and take any action necessary on Case 2023-5: Specific Use Permit for 208 S Red River Expy Unit C for a Retail Tobacco or electronic cigarette store.

Commissioner Barefield made a motion, seconded by Commissioner Walters, to table this item until the February meeting. Motion carried unanimously.

ITEM 14. DIRECTOR OF PLANNING COMMENTS
There were no comments.

ITEM 15. COMMISSIONERS' COMMENTS
Chairperson Hill apologized for the delayed start of this meeting.

ITEM 16. ADJOURNMENT
With no further business, Chairperson Hill adjourned the meeting at 7:52 p.m.

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Susie Hill, Chairperson

ATTEST:

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Margie Poole, City Clerk