



Planning & Zoning
Commission Meeting
April 16, 2019



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Phone (254) 662-1415 ❖ Fax (254) 662-1035

PUBLIC NOTICE

THE CITY OF ROBINSON PLANNING AND ZONING COMMISSION WILL MEET ON TUESDAY, APRIL 16, 2019, AT 6:00 P.M. IN THE COUNCIL CHAMBERS AT ROBINSON CITY HALL, 111 W. LYNDALE DRIVE, ROBINSON, TEXAS TO CONSIDER AND ACT ON THE ITEMS ON THE FOLLOWING AGENDA.

1. **Call to Order**
2. **Invocation**
3. **Roll Call**
4. **Approve Minutes:** March 19, 2019
5. **Citizen Comments**
6. **Nomination and Election of Chair and Vice Chair**
7. Consider a recommendation to the Robinson City Council regarding application of Keith Helpert on behalf of K4 Custom Homes, LLC requesting Final Plat approval of Fox Run Addition, being approximately 40.266 acres known as Tracts 11, 16, 18, and 20 of the M. Martinez Survey, approximately addressed at 1102 S. Robinson Drive.
8. **Update on City Council actions.**
9. **Board member comments and/or questions: No discussion by or with Board members will be held on any matter not listed on an official agenda as required by law.**
10. **Adjourn.**

**The Governing Body reserves the right to go into Executive Session on any item listed on the Agenda in accordance with Chapter 551 of the Government Code.*

**Public Hearings will be held in accordance with procedures set forth in Resolution R-95-011, adopted by the City Council on June 13, 1995.*

**Planning & Zoning Commission Meeting Agenda
April 16, 2019
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Note: Persons with disabilities who plan to attend this meeting and who need auxiliary aids or services should contact Jana Lewellen, City Secretary at 254-662-1415 at least twenty-four (24) hours before this meeting so that appropriate arrangements can be made.

POSTED: _____

AT: _____

BY: _____



PLANNING AND ZONING COMMISSION AGENDA ITEM MEMORANDUM

Date Submitted: 4/11/2019

Meeting Date: 4/16/2019

Items #1-3

CALL TO ORDER:

INVOCATION:

ROLL CALL:

	PRESENT	ABSENT
SCHERWITZ	_____	_____
SANDERS	_____	_____
DINGMAN	_____	_____
THOMPSON	_____	_____
PRAESEL	_____	_____



PLANNING AND ZONING COMMISSION AGENDA ITEM MEMORANDUM

Date Submitted: 4/11/2019

Meeting Date: 4/16/2019

Item #4

DEPT./DIVISION SUBMISSION & REVIEW:

Justin French, Director of Planning and Development

ITEM DESCRIPTION: Approve Minutes: March 19, 2019.

STAFF RECOMMENDATION: Approve minutes as presented in item description.

ITEM SUMMARY: A copy of the minutes has been provided for review.

FISCAL IMPACT: N/A

ATTACHMENTS:

March 19, 2019 Regular Meeting Minutes

**MINUTES OF PLANNING AND ZONING COMMISSION MEETING
MARCH 19, 2019**

1. **Call to order:** Meeting was called to order at 6:00 p.m. by Chairman, Mike Sanders.
2. **Invocation:** David Dingman provided the Invocation.
3. **Roll call:** Members present: Mike Sanders, David Dingman, and Jeff Thompson
Members Absent: Trey Scherwitz
4. **Approve Minutes: January 17, 2019.** Following a brief discussion by the Commission, Jeff Thompson motioned to approve minutes as written. David Dingman seconded this motion. Voting in favor; Sanders, Dingman and Thompson. There were no opposing votes and motion carried unanimously.
5. **Citizen Comments:**
6. **PUBLIC HEARING: Conduct a public hearing and consider a recommendation to the Robinson City Council regarding the application of Keith Helpert on behalf of K4 Customs Homes, LLC requesting Preliminary Plat approval of Fox Run Addition, being approximately 40.26 acres known as Tracts 11, 16, 18, and 20 of the M. Martinez Survey, approximately addressed at 1102 S. Robinson Drive.** The public hearing was opened at 6:03 p.m. Justin French, Planning and Development Director, addressed the Commission, and provided a brief overview of the Preliminary Plat request. Keith Helpert with K4 Custom homes, provided a brief overview of the retention ponds on the property, he was available for questions. After no further comments or questions, the Public Hearing was closed at 6:12 p.m. Commissioner Jeff Thompson motioned to recommend approval of the Preliminary Plat of Fox Run Addition, being approximately 40.26 acres known as Tracts 11, from SF-1 Single Family Residential and 2-F Two Family Residential for the property located at 710 East Stegall Drive as presented. This motion was seconded by Commissioner David Dingman. Voting in favor; Sanders, Dingman and Thompson. The City Council will consider the rezoning on April 2, 2019. Approval 3-0-0
7. **PUBLIC HEARING: Conduct a public hearing and consider a recommendation to the Robinson City Council regarding the application of Gerald & Rene Groppe for approval of a specific use permit for an unhosted bed and breakfast in the RE Rural Estates District on the 0.5 acres Tract 10 of the I. Golinda Survey, addressed at 293 Cotton Lane.** The public hearing was opened at 6:15 p.m. Justin French, Planning and Development Director, addressed the Commission, and provided a brief overview of the zoning change request. Applicant Gerald Groppe spoke in favor of the variance and respectfully requested approval. After no further comments or questions, the Public Hearing was closed at 6:26 p.m. Commissioner Jeff Thompson motioned for a recommendation approval to the City Council of the Specific Use Permit for an unhosted

bed & breakfast in the RE Rural Estates District on the 0.5 acres Tract 10 of the I. Golinda Survey, addressed at 293 Cottontail Lane. This motion was seconded by Commissioner David Dingman Voting in favor; Sanders, Dingman and Thompson. The City Council will consider the (SUP) specific use permit on April 2, 2019. Approval 3-0-0

8. **PUBLIC HEARING: Conduct a public hearing and consider recommendation to the Robinson City Council regarding an ordinance of the City of Robinson, Texas amending Ordinance No. 2014-003, as amended; approving and adopting an updating Existing Land Use Map, and updating Chapter 5, 14 and 15 within the Comprehensive Plan; providing a saving clause; and finding and determining that the meeting at which this ordinance is passed is open to the public as required by law.** The public hearing was opened at 6:28 p.m. Justin French, Planning and Development Director, addressed the Commission, and provided a brief overview of the amending Ordinance No. 2014-003 request. After no further comments or questions, the Public Hearing was closed at 6:46 p.m. Commissioner Mike Sanders motioned for a recommendation approval to the City Council for regarding amending Ordinance No. 2014-003. This motion was seconded by Commissioner Jeff Thompson. Voting in favor; Sanders, Dingman and Thompson. The City Council will consider the rezoning on April 2, 2019. Approved 3-0-0
9. **Update on City Council Actions:** The commissioners were updates with the City Council decisions from the City Council that was held on February 5, 2019 and March 5, 2019
10. **Board member comments and/or questions: No discussion by or with Board members will be held on any matter not listed on an official agenda as required by law.** Justin French, Planning and Development Director, addressed the Commission, with the resignation of Dexter Sternberg, the City Council is accepting applications to fill the available position. The City Council will be conducting interviews at the City Council Meeting that will be held on April 2, 2019. If a decision is made, on the next agenda in April we will have an election of chair.
11. **Adjourn:** Meeting adjourned at 6:52 p.m.

Mike Sanders, Vice - Chairperson

Attest:

Justin French, Planning and Development Director/McKinney



PLANNING AND ZONING COMMISSION AGENDA ITEM MEMORANDUM

Date Submitted: 4/11/2019

Meeting Date: 4/16/2019

Item #5

DEPT./DIVISION SUBMISSION & REVIEW:

TBD, Chair

ITEM DESCRIPTION: Citizen Comments.

STAFF RECOMMENDATION:

ITEM SUMMARY: *This is an opportunity for citizens to address the Commission on matters which are not scheduled for consideration. In order to address the Commission, please complete a Speaker's Request Form and submit to the City Secretary prior to the start of the meeting. All comments must be directed to the Presiding Officer, rather than an individual Commission Member or city staff. Comments are limited to three minutes and must pertain to the subject matter listed on the Speaker's Request Form. The Commission may not comment publicly on issues raised, but may direct the City Manager or Planning Director to resolve or request the matter to be placed on a future agenda. Such public comments shall not include any "deliberation" as defined by Chapter 551 of the Government Code, as now or hereafter amended.*

FISCAL IMPACT: N/A

ATTACHMENTS:



PLANNING AND ZONING COMMISSION AGENDA ITEM MEMORANDUM

Date Submitted: 4/11/2019

Meeting Date: 4/16/2019

Item #6

DEPT./DIVISION SUBMISSION & REVIEW:

Mike Sanders, Vice Chair

ITEM DESCRIPTION: Nomination and Election of Chair and Vice Chair.

STAFF RECOMMENDATION: N/A

ITEM SUMMARY: N/A

FISCAL IMPACT: N/A

ATTACHMENTS: N/A



PLANNING AND ZONING COMMISSION AGENDA ITEM MEMORANDUM

Date Submitted: 4/11/2019

Meeting Date: 4/16/2019

Item #8

DEPT./DIVISION SUBMISSION & REVIEW:

Justin French, Director of Planning and Development

ITEM DESCRIPTION: Update of City Council Actions.

STAFF RECOMMENDATION:

ITEM SUMMARY: Staff provides update of recent City Council actions.

FISCAL IMPACT: N/A

ATTACHMENTS: N/A



PLANNING AND ZONING COMMISSION AGENDA ITEM MEMORANDUM

Date Submitted: 4/11/2019

Meeting Date: 4/16/2019

Item #9

DEPT./DIVISION SUBMISSION & REVIEW:

TBD, Chair

ITEM DESCRIPTION: Board member comments and/or questions: No discussion by or with Board members will be held on any matter not listed on an official agenda as required by law.

SCHERWITZ

SANDERS

DINGMAN

THOMPSON

PRAESEL