

******* NOTICE OF PUBLIC MEETING*******

**THE PLANNING AND ZONING COMMISSION
SPECIAL CALLED MEETING
TUESDAY, NOVEMBER 29, 2011**

**City of Melissa Municipal Building
3411 Barker Avenue
Melissa, TX 75454**

**City Council Chambers (2nd Floor)
*Special Called Meeting of Planning & Zoning
Commission to begin at 7pm – 2nd Floor***

REGULAR MEETING AGENDA

1. Call to order
2. Roll Call
3. Approval of minutes: Joint work session Planning & Zoning & City of Melissa City Council meeting November 15, 2011 & Planning & Zoning meeting November 15, 2011.
4. Conduct a Public Hearing to hear concerns, for or against, a request by RaceTrac for Planned Development District (PD) zoning of 3.004 acres, more or less situated in the Andrew Thomas Survey, Abstract Number 894 and a portion of a tract of land described by deed to Melissa 121-5 Partnership as recorded in Instrument No. 20091015001274350, Deed Records, Collin County, Texas and generally located at the southwest corner of State Highway 121 and County Road 338.
5. Consider and act upon recommendation to the City Council on request by RaceTrac for Planned Development District (PD) zoning of 3.004 acres, more or less situated in the Andrew Thomas Survey, Abstract Number 894 and a portion of a tract of land described by deed to Melissa 121-5 Partnership as recorded in Instrument No. 20091015001274350, Deed Records, Collin County, Texas and generally located at the southwest corner of State Highway 121 and County Road 338.
6. Conduct a Public Hearing to hear concerns, for or against, a request by RaceTrac for variance(s) to Sign Ordinance requirements: Setback requirements CR 338 & SH 121, signage in landscape buffer, individual monument sign allowance, maximum individual monument sign area, variable message sign allowance, canopy sign allowance, maximum canopy sign area, maximum character height for property containing 3.004 acres, more or less situated in the Andrew Thomas Survey, Abstract Number 894 and a portion of a tract of land described by deed to Melissa 121-5 Partnership as recorded in Instrument No. 20091015001274350, Deed Records, Collin County, Texas and generally located at the southwest corner of State Highway 121 and County Road 338.
7. Consider and act upon recommendation to the City Council on request by RaceTrac for variance(s) to Sign Ordinance requirements: Setback requirements CR 338 & SH 121, signage in landscape buffer, individual monument sign allowance, maximum individual monument sign area, variable message sign allowance, canopy sign allowance, maximum canopy sign area, maximum character height for property containing 3.004 acres, more or less situated in the Andrew Thomas Survey, Abstract Number 894 and a portion of a tract of land described by deed to Melissa 121-5 Partnership as recorded in Instrument No. 20091015001274350, Deed Records, Collin County, Texas and generally located at the southwest corner of State Highway 121 and County Road 338.

8. Consider and act upon recommendation to City Council regarding Preliminary Plat request: RaceTrac–Melissa Addition, 33.442 acres more or less in the Andrew Thomas Survey, A-894, Collin County, City of Melissa, Texas.
9. Consider and act upon recommendation to City Council regarding Final Plat request: RaceTrac–Melissa Addition, Lots, 1, 2 & 3, Block 1, 8.449 acres more or less, Andrew Thomas Survey, A-894, Collin County, City of Melissa, Texas

Certified to this the ____ day of _____, 2011

Linda P. Bannister, City Secretary

Posted: _____, 2011 at _____ p.m.

If during the course of the meeting covered by this notice, the Planning and Zoning Board should determine that a closed or executive meeting of the Planning and Zoning Board or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code §551.001 et seq., will be held by the Planning and Zoning Board at the date, hour and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Planning and Zoning Board may conveniently meet in such closed or executive meeting or session or consult with the attorney for the City concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following sanctions and purposes:

Texas Government Code Section:

551.071 Private consultation with the attorney for the City.

551.072 Discussing purchase, exchange, lease or value of real property.

551.074 Discussing personnel or to hear complaints against personnel.

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS

The Melissa City Hall is wheelchair accessible. Access to the building and special parking are available at the west entrance. Persons with disabilities who plan to attend this meeting, and who may need auxiliary aids or service such as Interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at (972) 838.2520 or by FAX (972) 837.2452. BRAILLE IS NOT AVAILABLE.