

**Planning and Zoning Commission Meeting Minutes**  
**September 15, 2016**  
**City of Melissa, TX**

1. Meeting was called to order at 7:00 p.m. by Michael Hudson.
2. Roll call taken. Present: Craig Ackerman, David Beck, Danielle Dorman-Chapa, Mike Hudson and Mark Williams.
3. Motion by Danielle Dorman-Chapa to approve the August 18, 2016 work session meeting and regular meeting minutes second by Mark Williams.

Vote: 5/0/0

4. Public Hearing opened at 7:01 p.m. to hear comments for or against an ordinance of the City Council of the City of Melissa, Texas, amending Melissa's Code of Ordinances, Ordinance No. 92-04, as amended, Chapter 9 (Subdivisions), Article 9.1000 (Subdivision Ordinance Adopted), Article IV (Design Standards), Section 4.08 (Improvements) and Chapter 12 (Planning and Zoning), Article 12.300 (Zoning Ordinance Adopted), Sections 22 (Off-Street Parking and Loading Requirements), 23 (Special and Additional Regulations), 24 (Accessory Building Regulations), 27-A (Landscape Regulations and Tree Preservation), 31 (Rules of Construction and General Definitions) and 34 (Vesting and Complete Application Requirements); providing a penalty clause, savings/repealing clause, severability clause and an effective date; and providing for the publication of the caption hereof.

Public Hearing closed at 7:02 p.m.

5. Motion by Craig Ackerman, second by David Beck to recommend City Council approve an ordinance of the City Council of the City of Melissa, Texas, amending Melissa's Code of Ordinances, Ordinance No. 92-04, as amended, Chapter 9 (Subdivisions), Article 9.1000 (Subdivision Ordinance Adopted), Article IV (Design Standards), Section 4.08 (Improvements) and Chapter 12 (Planning and Zoning), Article 12.300 (Zoning Ordinance Adopted), Sections 22 (Off-Street Parking and Loading Requirements), 23 (Special and Additional Regulations), 24 (Accessory Building Regulations), 27-A (Landscape Regulations and Tree Preservation), 31 (Rules of Construction and General Definitions) and 34 (Vesting and Complete Application Requirements); providing a penalty clause, savings/repealing clause, severability clause and an effective date; and providing for the publication of the caption hereof.

Vote: 5/0/0

6. Motion by Mark Williams, second by Danielle Dorman-Chapa, to recommend City Council approve a request for Engineering Site Plan Melissa Sports Facility, Phase 1, being part of the David E. W. Babb Survey, Abstract No. 33, Melissa, Collin County, Texas and generally located on the north side of East Melissa Road approximately one mile east of the intersection of Milrany Lane and East Melissa Road, Melissa, Collin County, Texas.

**Applicant: City of Melissa/Pacheco Koch**

7. Motion to adjourn at 7:03 p.m. by Danielle Dorman-Chapa, second by Craig Ackerman.

Vote 5/0/0

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Mike Hudson, Board Chairman

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Dana Nixon, Staff Liaison