Planning and Zoning Commission Meeting Minutes  
April 19, 2018  
City of Melissa, TX

WORK SESSION AGENDA

1. Meeting was called to order at 6:01 p.m. by Dana Conklin

2. Roll call was taken. Present: Dana Conklin, Daniel Dorman-Chapa, Stephen Ford, Michael Foster, Mark Williams, David Jones, Eddie Anderson

3. Discussed regular agenda items.

4. Discussed current planning and zoning applications under review:

5. Staff gave an update on the Buc-ee’s Development

6. Discussed upcoming agenda items

7. Motion was made by Danielle Dorman-Chapa and seconded by Mark Williams to adjourn.
   Vote: 7/0/0
   Meeting adjourned at 6:56 p.m.

REGULAR AGENDA

1. Meeting was called to order at 7:00 p.m. by Dana Conklin.

2. Roll call was taken: Present: Dana Conklin, Daniel Dorman-Chapa, Stephen Ford, Michael Foster, Mark Williams, David Jones, Eddie Anderson

3. Pledge of Allegiance was recited.

4. Motion was made by Danielle Dorman-Chapa and seconded by Mark Williams to approve the March 15, 2018 work session & regular meeting minutes.
   Vote: 7/0/0

5. Motion was made by Danielle Dorman-Chapa and seconded by David Jones to approve a recommendation to City Council regarding a request for approval of the Capital Dental Care Preliminary Plat, consisting of 3.766 acres, being a proposed replat of Lot 1A and 1B, Block 1 of the Ice Cube Addition and generally located approximately 438 feet to the southwest of the intersection of State Highway 121 and Miller Rd, City of Melissa, Collin County, Texas.
   Applicant: Cross Engineering Consultants
   Vote: 7/0/0

6. Motion was made by Mark Williams and seconded by Stephen Ford to approve recommendation to City Council regarding a request for approval of the Capital Dental Care
Preliminary Engineering Site Plan, consisting of 3.766 acres, being a proposed replat of Lot 1A and 1B, Block 1 of the Ice Cube Addition and generally located approximately 438 feet to the southwest of the intersection of State Highway 121 and Miller Rd, City of Melissa, Collin County, Texas.

**Applicant: Cross Engineering Consultants**

Vote: 7/0/0

7. Public hearing opened at 7:02 p.m. to hear concerns for or against a request to amend Ordinance No. 22-50, as amended, for the purpose of clarifying that the three (3) tracts of land below are subject to the current standards found in the City’s Comprehensive Zoning Ordinance at the time of development:

   a. 29.155± acre tract of land situated in the David E.W. Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas and in the William Sanders Survey, Abstract No. 867, City of Melissa, Collin County, Texas and generally located at the northwest corner of the intersection of State Highway 121 and Washington Drive, City of Melissa, Collin County, Texas.

   b. 20.518± acre tract of land situated in the David E.W. Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas and generally located at the northeast corner of the intersection of State Highway 121 and Washington Drive, City of Melissa, Collin County, Texas.

   c. 35.481± acres of land situated in the William Sanders Survey, Abstract No. 867, City of Melissa, Collin County, Texas, the northwest corner of which is generally located approximately 300 feet to the southwest of the intersection of State Highway 121 and Liberty Way, City of Melissa, Collin County, Texas.

   **Applicant: City of Melissa**

   City Staff introduced this item to the public. One (1) citizen then spoke at the public hearing:

   - Steve Henderson (2702 Independence Drive, Melissa, TX) asked whether the proposed amendment contemplated any change in land use on any of the three (3) tracts of land referenced above. City Staff confirmed that it did not and that it was being requested for the sole purpose of clarifying that the three (3) tracts of land referenced above are subject to the current standards found in the City’s Comprehensive Zoning Ordinance at the time of development.

   Public hearing closed at 7:07 p.m.

8. Motion was made by Mark Williams and seconded by Danielle-Dorman Chapa to approve a recommendation to City Council regarding a request to amend Ordinance No. 22-50, as amended, for the purpose of clarifying that the three (3) tracts of land below are subject to the current standards found in the City’s Comprehensive Zoning Ordinance at the time of development:

   a. 29.155± acre tract of land situated in the David E.W. Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas and in the William Sanders Survey, Abstract No. 867, City of Melissa, Collin County, Texas and generally located at the northwest corner of the intersection of State Highway 121 and Washington Drive, City of Melissa, Collin County, Texas.

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   c. 35.481± acres of land situated in the William Sanders Survey, Abstract No. 867, City of Melissa, Collin County, Texas, the northwest corner of which is generally located approximately 300 feet to the southwest of the intersection of State Highway 121 and Liberty Way, City of Melissa, Collin County, Texas.

   **Applicant: City of Melissa**
9. Public hearing opened at 7:08 p.m. to hear concerns for or against a proposed amendment to Melissa’s Code of Ordinances, Ordinance No. 92-04, as amended, Chapter 12 (Planning and Zoning), Article 12.300 (Zoning Ordinance Adopted), Section 23 (Special and Additional Regulations).

**Applicant: City of Melissa**

City Staff introduced this item to the public. No comments from the public followed City Staff’s introduction.

Public hearing closed at 7:10 p.m.

10. Motion was made by Danielle Dorman-Chapa and seconded by David Jones to approve a recommendation to City Council regarding a proposed amendment to Melissa’s Code of Ordinances, Ordinance No. 92-04, as amended, Chapter 12 (Planning and Zoning), Article 12.300 (Zoning Ordinance Adopted), Section 23 (Special and Additional Regulations).

**Applicant: City of Melissa**

Vote: 7/0/0

11. Public hearing opened at 7:10 p.m. to hear concerns for or against a proposed amendment to Melissa’s Code of Ordinances, Ordinance No. 92-04, as amended, Chapter 12 (Planning and Zoning), Article 12.300 (Zoning Ordinance Adopted), Section 18 (“Special Zoning Districts”) for the purpose of amending the “‘H/O’ Historic Overlay District”.

**Applicant: City of Melissa**

City Staff introduced this item to the public and requested that this item be tabled until the May Planning & Zoning meeting in order to finalize some details in the proposed amendment. No comments from the public followed City Staff’s introduction.

12. Motion was made by Mark Williams and seconded by Stephen Ford to table a recommendation to City Council regarding a proposed amendment to Melissa’s Code of Ordinances, Ordinance No. 92-04, as amended, Chapter 12 (Planning and Zoning), Article 12.300 (Zoning Ordinance Adopted), Section 18 (“Special Zoning Districts”) for the purpose of amending the “‘H/O’ Historic Overlay District”.

**Applicant: City of Melissa**

Vote: 7/0/0

13. Motion was made by David Jones and seconded by Mark Williams to adjourn.

Vote: 7/0/0

Meeting adjourned at 7:13 p.m.