Planning and Zoning Commission Meeting Minutes
June 20, 2019
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, Mark Williams, David Beck, David Jones, Michael Foster.

3. Discussed regular agenda items.

4. Discussed current planning and zoning applications under review.

5. Discussed upcoming agenda items.

6. Motion was made by David Beck and seconded by David Jones to adjourn.

   Vote: 5/0/0

   Motion carried

   Meeting adjourned at 7:01 p.m.

REGULAR AGENDA

1. Meeting was called to order at 7:04 p.m. by Dana Conklin.

2. Roll call was taken.

3. Pledge of Allegiance was recited.

4. Motion was made by Mark Williams and seconded by David Beck to approve the May 16, 2019 work session & regular meeting minutes.

   Vote: 5/0/0

   Motion carried

5. A public hearing was conducted 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 20 (Schedule of Uses and Parking Requirements).

   Applicant: City of Melissa

   The public hearing opened at 7:06 p.m.

   No comments were heard from the public.

   The public hearing closed at 7:06 p.m.

6. Motion was made by David Beck and seconded by Mark Williams to recommend that City
Council approve 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 20 (Schedule of Uses and Parking Requirements).

**Applicant: City of Melissa**

*David Beck made the motioned conditioned upon city staff looking into modifying the definition of “assisted living facility” in the City’s Comprehensive Zoning Ordinance (“CZO”) to include memory care.*

Vote: 4/1/0

Motion carried

7. Motion was made by David Jones and seconded by Michael Foster to adjourn.

Vote: 5/0/0

Motion carried

Meeting adjourned at 7:10 p.m.

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Dana Conklin                            Tyler Brewer
Board Chairman                                                                        Staff Liaison