Planning and Zoning Commission Meeting Minutes  
April 4, 2019  
City of Melissa, TX  

WORK SESSION AGENDA  

1. Meeting was called to order at 6:02 p.m. by Dana Conklin.  
2. Roll call was taken. Present: Dana Conklin, Michael Foster, Danielle Dorman-Chapa, David Jones  
3. Discussed regular agenda items.  
4. For the sake of time, the commission did not discuss current planning and zoning applications under review.  
5. Discussed upcoming agenda items.  
6. Motion was made by David Jones and seconded by Michael Foster to adjourn.  

Vote: 4/0/0  
Motion carried  
Meeting adjourned at 7:03 p.m.  

REGULAR AGENDA  

1. Meeting was called to order at 7:05 p.m. by Dana Conklin.  
2. Roll was taken. Present: Dana Conklin, Michael Foster, Danielle Dorman-Chapa, David Jones  
3. Pledge of Allegiance was recited.  
4. Motion was made by David Jones and seconded by Michael Foster to approve the March 21, 2019 work session & regular meeting minutes.  

Vote: 4/0/0  
Motion carried  

5. Motion was made by Danielle Dorman-Chapa and seconded by David Jones to recommend that City Council approve the Wolf Creek Farms Ph. 1 Final Plat, consisting of 54.182 acres, being 159 residential lots and 8 HOA lots situated in the David E.W. Babb Survey, Abstract No. 33 and the Jacob Gragg Survey, Abstract No. 339, City of Melissa, Collin County, Texas and generally located on the west side of Highland Rd approximately 0.57 mile north of the intersection of McKinney St and Highland Rd, City of Melissa, Collin County, Texas.  

Applicant: Douglas Properties, Inc.  

Note: The motion was conditioned upon the following three (3) items:  

i. The Wolf Creek Farms amenities will be constructed in accordance with the attached letter proposing a development agreement between the City of Melissa and the developer.
ii. The following change shall be made to paragraph C of the above-referenced letter: “...The Hike and Bike Trail around the Lake can still be built at that time....”

iii. The developer shall add a note on the plat stating that the entire sidewalk along the north side of Avery Avenue will be constructed with Phase 2 of the Wolf Creek Farms Development

Vote: 4/0/0
Motion carried.

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

Vote: 4/0/0
Motion carried.
Meeting adjourned at 7:12 p.m.

Dana Conklin
Board Chairman

Tyler Brewer
Staff Liaison