Planning and Zoning Commission Meeting Minutes  
April 18, 2013  
City of Melissa, TX

1. The meeting was called to order at 7:00 pm by Michael Hudson.


3. Motion by Mark Wallis to approve March 21, 2013 meeting minutes, second by Jay Northcut.
   Vote 4/0/0 Motion carries.

4. Motion by Jay Northcut to recommend approval of request for variance to allow the delay of filing of The Villages of Melissa, Phase 2A Final Plat, second by Mark Wallis.
   Vote 4/0/0 Motion carries.

5. Motion by Mark Wallis to recommend approval of The Villages of Melissa, Phase 2A Final Plat: The Villages of Melissa, Phase 2A, a 18.415 acre tract, more or less, out of the D.E.W. Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas and generally located north of the intersection of Bexar Avenue and Van Zandt Road and the west of Wysong Street and Surrey Drive, Melissa, Texas, second by Danielle Dorman-Chapa.
   Vote 4/0/0 Motion carries

6. Motion by Mark Wallis to recommend approval of request for variance to City of Melissa Code of Ordinances, Chapter 9, Article 1, Section 1.05 requiring plat approval prior to issuance of construction permit for proposed monument signage at 1221 Sam Rayburn Highway, Melissa, Collin County, Texas, second by Jay Northcut.
   Vote 4/0/0 Motion carries

7. Public Hearing opened at 7:09 p.m. to hear concerns for or against variance(s) requested:  
   (a) Request for variance to platting requirement allowing issuance of a permit for construction of a monument sign which complies with the City of Melissa Code of Ordinances, Chapter 3, Section 3.1000
8. Motion by Danielle Dorman-Chapa to recommend approval of:
(a) Temporary variance, Melissa Code of Ordinances, Chapter 3, Section 3.1016(d) from platting requirement allowing issuance of permit for construction of a Monument (Individual) Sign (MIS-1) to be located near the intersection of State Highway 121 and Fannin Road and complying with the City of Melissa Code of Ordinances, Chapter 3, Section 3.1000
(b) Temporary Variance, City of Melissa Code of Ordinances, Chapter 3, Section 3.1016(d) allowing for a 10’ side yard and 15’ front yard setback for the construction of a Monument (Individual) Sign (MIS-1) complying with the City of Melissa Code of Ordinances, Chapter 3, Section 3.1000 to be located near the intersection of State Highway 121 and Fannin Road setback noted as “OPTION 2” in variance application, second by Mark Wallis.

Vote 4/0/0 Motion carries.

9. Public Hearing opened at 7:17 p.m. to hear concerns for or against:
An Ordinance of the City of Melissa, Texas amending Ordinance No. 13-06 and Melissa’s Code of Ordinances No. 92-04, Chapter 12 (Planning and Zoning), Article 12.300 (Zoning Ordinance Adopted); amending Section 3 (Zoning Districts Established); amending Sections 8, 9, 10, 11, 12, 13, 14, 15, 16 and 17 (Parking Requirements); amending Section 20 (Schedule of Uses and Parking Requirements); amending Subsection 20.3 (Conditional Development Standards); amending Subsection 22 (Off Street Parking and Loading Requirements); adding Subsection 23.9 (Residential Front Entry Garage Standards); amending Section 31 (Rules of Construction and General Definitions); providing for a penalty for the violation of this Ordinance; providing for repealing, savings and severability clauses; providing for an effective date of this Ordinance; and providing for the publications of the caption hereof. Overview of ordinance amendment proposed presented by City Manager Jason Little.

Public Hearing closed at 7:25 p.m.

10. Motion by Mark Wallis to recommend approval of an Ordinance of the City of Melissa, Texas amending Ordinance No. 13-06 and Melissa’s Code of Ordinances No. 92-04, Chapter 12 (Planning and Zoning), Article 12.300 (Zoning Ordinance Adopted); amending Section 3 (Zoning Districts Established); amending Sections 8, 9, 10, 11, 12, 13, 14, 15, 16 and 17 (Parking Requirements); amending Section 20 (Schedule of Uses and Parking Requirements); amending Subsection 20.3 (Conditional Development Standards); amending Section 22 (Off Street Parking and Loading Requirements); adding Subsection 23.9 (Residential Front Entry Garage Standards); amending Section 31 (Rules of Construction and General Definitions); providing for a penalty for the violation of this Ordinance; providing for repealing, savings and severability clauses; providing for an effective date of
this Ordinance; and providing for the publications of the caption hereof, second by Jay Northcut.

Vote 4/0/0 Motion carries.

11. Motion to adjourn at 7:26 p.m. by Mark Wallis, second by Jay Northcut.

Vote 4/0/0 Motion carries

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Mike Hudson, Board Chairman   Dana Nixon, Staff Liaison