Planning and Zoning Commission Meeting Minutes  
September 17, 2015  
City of Melissa, TX

1. The meeting was called to order at 7:00 p.m. by Mike Hudson.

2. Roll call taken. Present: Craig Ackerman, Danielle Dorman-Chapa, Stephen Ford, Mike Hudson, Jay Northcut and Mark Williams.

3. Motion by Danielle Dorman-Chapa to approve the August 20, 2015 meeting minutes, second by Jay Northcut.

   Vote 6/0/0 Motion carries.

4. Public hearing opened at 7:02 p.m. to hear concerns for or against a request for Specific Use Permit – Exterior construction (Single-Family (SF-3) Historical Overlay District) – Applicant Casey Hollis:

   0.6 acres more or less, being a survey of part of Block 3 of the Graves Addition recorded in Volume 1, Page 61 of the Collin County Plat Records being a survey of the tract of land described in a deed from Abel Gonzalez to Casey Hollis and Erin Hollis and generally located south and east of the intersection of Santa Fe and Waller Streets, Melissa, Collin County, Texas.

   James West, A.I.A., Architect & Planner presented request information and project summary.

   Public Hearing closed at 7:03 p.m.

5. Motion by Jay Northcut to recommend denial of request for Specific Use Permit – Exterior construction (Single-Family (SF-3) Historical Overlay District) – Applicant Casey Hollis. Being 0.6 acres more or less, being a survey of part of Block 3 of the Graves Addition recorded in Volume 1, Page 61 of the Collin County Plat Records being a survey of the tract of land described in a deed from Abel Gonzalez to Casey Hollis and Erin Hollis and generally located south and east of the intersection of Santa Fe and Waller Streets, Melissa, Collin County, Texas, second by Stephen Ford.

   Vote 6/0/0 Motion carries.

   Motion to continue the Public Hearing until revised submittal is available for consideration by Danielle Dorman-Chapa, second by Mark Williams.

   Vote 6/0/0 Motion carries.
6. Public Hearing opened at 7:09 p.m. to hear concerns for or against a request for replat – Applicant David Dotson:

Being 0.612 acres more or less situated in the DEW Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas and generally located approximately 200 feet east of the intersection of Fannin Rd and Cardinal Drive on the south side of Fannin Rd, Melissa, Collin County, Texas

Public Hearing closed at 7:10 p.m.

7. Motion by Mark Williams to recommend Council approve a request for replat – Applicant David Dotson, being 0.612 acres more or less situated in the DEW Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas and generally located approximately 200 feet east of the intersection of Fannin Rd and Cardinal Drive on the south side of Fannin Rd, Melissa, Collin County, Texas, second by Danielle Dorman-Chapa.

Vote 6/0/0 Motion carries

8. Request to rezone 12 acres from Agricultural (A) to Single-Family Residential District-3 (SF-3) presented by Greg Edwards, Gees, Inc., 1621 Amanda Ct. Ponder, Texas 76259

Public Hearing opened at 7:14 p.m. hear concerns for or against a request to rezone 12 acres more or less situated in the D.E.W. Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas from Agricultural (A) to Single-Family Residential District-3 (SF-3) – Applicant: Greg Edwards, Gees, Inc.:

12 acres more or less situated in the D.E.W. Babb Survey, Abstract Number 33, Collin County, Texas & generally located approximately 500 ft. north and west of the intersection of Throckmorton Rd and County Road 418, Melissa, Texas.

Public Hearing closed at 7:16 p.m.

9. Motion by Danielle Dorman-Chapa to recommend Council approve a request to rezone 12 acres more or less situated in the D.E.W. Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas from Agricultural (A) to Single-Family Residential District-3 (SF-3) – Applicant: Greg Edwards, Gees, Inc., being 12 acres more or less situated in the D.E.W. Babb Survey, Abstract Number 33, Collin County, Texas & generally located approximately 500 ft. north and west of the intersection of Throckmorton Rd and County Road 418, Melissa, Texas, second by Craig Ackerman.

Vote 6/0/0 Motion carries

10. Motion by Jay Northcut to recommend Council denial of the Town Center Plaza Site Plan due to the eighteen (18) ft encroachment into the required building setback, Lot 1, Block CC, Villages of Melissa, Phase 1B, Melissa, Collin County, Texas and generally located
east of Cardinal Drive between the intersections of Cardinal Drive and Scott Street and Cardinal Drive and Surrey Street, Melissa, Texas, second by Craig Ackerman.

Vote 6/0/0 Motion carries

11. Public Hearing opened at 7:22 p.m. to hear concerns 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 12 (PLANNING AND ZONING), ARTICLE 12.300 (ZONING ORDINANCE ADOPTED), SECTIONS 20 (SCHEDULE OF USES AND PARKING REQUIREMENTS), 23 (SPECIAL AND ADDITIONAL REGULATIONS), 31 (RULES OF CONSTRUCTION AND GENERAL DEFINITIONS); 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 7:23 p.m.

12. Motion by Craig Ackerman to recommend Council approval of:

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 12 (PLANNING AND ZONING), ARTICLE 12.300 (ZONING ORDINANCE ADOPTED), SECTIONS 20 (SCHEDULE OF USES AND PARKING REQUIREMENTS), 23 (SPECIAL AND ADDITIONAL REGULATIONS), 31 (RULES OF CONSTRUCTION AND GENERAL DEFINITIONS); PROVIDING A PENALTY CLAUSE, SAVINGS/REPEALING CLAUSE, SEVERABILITY CLAUSE AND AN EFFECTIVE DATE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF.

Second by Stephen Ford

Vote 6/0/0 Motion carries.

13. Motion to adjourn the meeting by Danielle Dorman-Chapa, second by Jay Northcut.

Vote 6/0/0 Motion carries.

Meeting adjourned at 7:24 p.m.

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Mike Hudson, Board Chairman  Dana Nixon, Staff Liaison