

AUBREY, TEXAS

Planning and Zoning Commission

Meeting Minutes

Aubrey City Hall

107 S. Main St

Aubrey, TX 76227

January 12, 2023

Workshop: 6:00 PM

Meeting: 7:30 PM



The workshop was called to order at 6:04 p.m.

Present: Kim Brawner
Sina Tidwell
Brittney Murray
Kyle Kennedy

Absent: Dean Butenschoen
Christal Johnson

Staff Present: Administrative Assistant Christy Sayer, Planning Coordinator Shanda Guffee, Director of Development Services and Public Works Leanne Wilson (via videoconference), Cate Ball (Planner, Plummer), Clint Bissett (Planner, Pacheko Koch)

Invocation & Pledge of Allegiance

Community Announcements: None

Citizen Input: None

Workshop:

1. Presentation from City Attorney regarding Commission training including, but not limited to, Parliamentary Procedure, the Subdivision Ordinance, State Statutes, and other legal or legislative information, as needed.

Brenda McDonald, with Messer, Fort McDonald, provided information.

The workshop was adjourned at 7:34 p.m.

Regular Meeting: The meeting was called to order at 7:41 p.m.

Agenda Items:

2. Consideration and action on a recommendation to the City Council regarding a Minor Plat of Lot 1 Block A Stett Ridge Subdivision, 8.663 acres out of the C. B. Emmons Survey, Abstract No. 403, Denton County, Texas located along Rock Hill Road, west of the railroad tracks and north of the intersection with Shade Oak Dr. in the Aubrey Extraterritorial Jurisdiction.

Commissioner Brawner made a motion to approve the Minor Plat with the condition, Per Article 11, Appendix B, Final Plat Checklist, the plat is missing required signatures and seals which should be on the plat prior to the Mayor's signature and plat recordation. Commissioner Murray seconded. Motion carried unanimously.

3. Consideration and action on a recommendation to the City Council regarding a Minor Plat of Lot 1 Block A Aubrey Ranch Addition, 23.243 acres in the F. Trevino Survey, Abstract No. 1243, Denton County, Texas located at approximately the southwest intersection of Spring Hill Rd (FM 428) and FM 2931 in the Aubrey Extraterritorial Jurisdiction.

Commissioner Tidwell requested to adjourn into Executive Session in accordance with Texas Government Code Section 551.071 Consultation with Attorney at 8:01 p.m. regarding the Minor Plat of the Aubrey Ranch Addition.

Reconvened into open session at 8:09 p.m.

Commissioner Brawner made a motion to approve the Minor Plat with the following conditions:

1. **Per Chapter 10, Article 2, Section 4.08(b): All Easements shall be included on the Final Plat, including the recording information for those Easements that are filed or recorded as separate instruments, as required by utility companies and the City of Aubrey prior to filing the Final Plat.**
2. **Per Chapter 10, Article 1 Section 4.01(c), 4.04 and 4.05: It is necessary and desirable to provide for dedication of Rights-of-Way and Easements for capital improvements to support new development at the earliest stage of the development process, therefore staff recommends the additional right of way dedication to provide 60 ft from the center line of both Spring Hill Road and FM 2931.**
3. **Per Chapter 10, Article 11, Appendix B, Final Plat Checklist, the plat is missing required signatures and seals which should be on the plat prior to the Mayor's signature and plat recordation.**

Commissioner Kennedy seconded. Motion carried unanimously.

4. Consideration and action on a recommendation to the City Council regarding an amendment to the Subdivision Ordinance allowing Minor Plats to be approved by the Planning Director.

Commissioner Murray made a motion to approve the City Council an amendment to the Subdivision Ordinance allowing Minor Plats to be approved by the Planning Director. Commissioner Brawner seconded. Motion carried unanimously.

5. Hold a Public Hearing and make a recommendation to City Council regarding a Zoning Ordinance text amendment to adopt a Government Use definition allowing specified Municipal and State Government Facilities as permitted uses within Agricultural, Single Family, Multi-Family, General Retail, Shopping Center, Commercial, Industrial, Mobile Home Park and Planned Development districts.

The Public Hearing was opened at 8:15 p.m. and closed at 8:15 p.m. No citizens spoke.

Commissioner Murray made a motion recommending approval. Commissioner Brawner seconded. Motion carried unanimously.

6. Consideration and action on approval of minutes for the January 12, 2023, Planning and Zoning Commission Meeting.

Commissioner Brawner made a motion to approve the minutes. Commissioner Murray seconded. Motion carried unanimously.

The meeting was adjourned at 8:20 p.m.

PASSED and APPROVED by the Planning and Zoning Commission of the City of Aubrey, Texas this 9th day of March 2023.

Sina Tidwell

Sina Tidwell, Commission Chair

ATTEST: *Jenny Huckabee*
Jenny Huckabee, City Secretary

