

AUBREY, TEXAS

Planning and Zoning Commission Workshop and Meeting Minutes

Aubrey City Hall
107 S. Main St
Aubrey, TX 76227
March 9, 2023
Workshop: 6:00 PM
Meeting: 7:30 PM



The workshop was called to order at 6:08 p.m.

Present: Kim Brawner
Sina Tidwell
Brittney Murray
Kyle Kennedy
Dean Butenschoen

Absent: Christal Johnson

Staff Present: City Manager Charles Kreidler, City Secretary Jenny Huckabee, Administrative Assistant Christy Sayer, Planning Coordinator Shanda Guffee, Director of Public Works and Development Leanne Wilson, HR Manager AJ Rodriguez, City Planner Cate Ball (Plummer), Brenda McDonald (Messer, Fort, McDonald)

Invocation & Pledge of Allegiance

Community Announcements: None

Citizen Input:

- William Cherry, 400 S Main St, spoke during the public hearing in opposition to placement of Outer Loop on the Thoroughfare Plan.

Workshop Session:

1. Commission training including, but not limited to Parliamentary Procedure, land development procedures, including zoning and platting.

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

The regular meeting was called to order at 7:36 p.m.

Agenda Items:

1. Consideration and action on a recommendation to the City Council regarding a Revised Final Plat of Sandbrock Ranch Phase 10a, being 12.995 acres out of the William Lumpkin Survey, Abstract No. 730 and the Frederick H. Pollard Survey, Abstract No. 995, Denton County, Texas located east of the City of Aubrey

and Little Elm Creek, west of FM 1385, south of Spring Hill Rd (FM 428) and north of Frontier Parkway in the Aubrey Extraterritorial Jurisdiction.

Commissioner Brawner made a motion to approve the revised final plat with the following conditions:

1. **Per Article 2, Section 1.05b, the applicant shall provide a tax certificate from the Denton County Tax Assessor Collector showing that all taxes have been paid prior to recordation of the Final Plat.**
2. **Confirmation from CoServ and UTRWD that adequate easements are provided, per Article 3 Section 4.01d the width of easements for other utility providers, such as for gas, electric, telephone or cable television, shall be as required by that particular entity and Article 3 Section 4.02, easements shall be located to accommodate the optimal design (as determined by the City) of the various utility and drainage systems that will serve the Subdivision, and shall be provided in locations to accommodate any public purpose deemed necessary to protect the public health safety and welfare.**
3. **Per Article 11, Appendix B, Final Plat Checklist, the plat is missing required signatures which is a recommended condition prior to the Mayor's signature of plat approval.**

Commissioner Butenschoen seconded. Motion carried unanimously.

2. Consideration and action on a recommendation to the City Council regarding the Final Plat of Arrow Brooke Subdivision, Phase 7, 50.632 acres in the William Lumpkin Survey, Abstract No. 730, Denton County, Texas located between Winn Ridge Boulevard on the west and FM 1385 on the east, and Byran Road on the north and Fishtrap Road on the south, within the Aubrey Extraterritorial Jurisdiction.

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

1. **Per Article 2, Section 1.05b, the applicant shall provide a tax certificate from the Denton County Tax Assessor Collector showing that all taxes have been paid prior to recordation of the Final Plat.**
2. **Provision of the CoServ easement as requested, per Article 3 Section 4.01d the width of easements for other utility providers, such as for gas, electric, telephone or cable television, shall be as required by that particular entity and Article 3 Section 4.02, easements shall be located to accommodate the optimal design (as determined by the City) of the various utility and drainage systems that will serve the Subdivision, and shall be provided in locations to accommodate any public purpose deemed necessary to protect the public health safety and welfare. Still no word from CoServ or UTRWD**
3. **Per Article 11, Appendix B, Final Plat Checklist, the plat is missing required signatures which is a recommended condition prior to the Mayor's signature of plat approval. The applicant will provide the name of the signature authorities once they are ready to have the plat signed and recorded.**

Commissioner Murray seconded. Motion carried unanimously.

3. Hold Public Hearing, consider and make a recommendation to the City Council regarding amendments to the Master Thoroughfare Plan, a component of the Comprehensive Plan of the City of Aubrey.

Kelly Parma, Lee Engineering, provided information.

The public hearing was opened at 8:23 p.m. and closed at 8:24 p.m.

William Cherry, 400 S. Main St, spoke regarding opposition to placement of Outer Loop on the Thoroughfare Plan.

Commissioner Murray made a motion to approve the amendment to the Master Thoroughfare Plan as presented. Commissioner Brawner seconded. Motion carried unanimously.

4. Consideration and action on approval of the 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 8:28 p.m.

PASSED and APPROVED by the Planning and Zoning Commission of the City of Aubrey, Texas this 19th day of April, 2023.



Sina Tidwell, Commission Chair



ATTEST:



Jenny Huckabee, City Secretary