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**Planning & Zoning Commission Meeting Minutes**  
October 12th, 2023 at 5:30pm  
City Hall

Chairman Neal called the regular meeting of the Planning & Zoning Commission to order at 5:30pm.

**Members Present:**

- Commissioner Patel
- Commissioner Kurtz
- Chairman Neal
- Alderman Sagaser
- Mayor Warwick

**Others Present:**

- Kyle Lee, Community Development Director
- Lacy Hamby, Planning & Zoning
- Stephen Rose, Code Compliance Technician
- Donald Brown, City Attorney
- Shawn Hayes
- Krystal Holder
- Stella Cunningham

**Approval of Agenda:** After reviewing the agenda, Alderman Sagaser made a motion to approve the agenda. Mayor Warwick seconded. The agenda was approved.

**Approval of Meeting Minutes:** After reviewing the minutes from the meeting on September 14, 2023, Commissioner Kurtz made a motion to approve as presented. Alderman Sagaser seconded the motion. The September minutes were approved.

**Community Development Update:** Kyle Lee approached the Commission. A citizen reached out in regards to regulating marijuana cultivation within the zoning regulations to protect surrounding properties. Kyle gave examples of how communities were addressing these concerns. The Commission requested more information. Commissioners had a follow up discussion in regards to the Dunnegan Estate property. Kyle suggested that the owner submits a rezone application that the applicant desires and if that gets denied by the Board, they are given a pathway to revisit concerns in a second application. Kyle went over the draft language that was presented for the zoning text amendment. The Commission recommended a redraft to break up the limitations within number eight of the draft language prior to the Board of Aldermen meeting.

### New Business:

- **Preliminary Plat Final Extension – Elite Estates:** The owner requested an extension on the preliminary plat for Elite Estates. The preliminary plat is in compliance with the zoning regulations. Kyle Lee mentioned that this would be the last extension before the applicant would need to reapply. Commissioner Kurtz made a motion to approve the extension of the preliminary plat. Alderman Sagaser seconded. The motion passed.
- **Discussion & Approval/Denial LS-23-02 Lot Split Application – 615 W Freeman St:** Kyle Lee presented the application to the Commission. Staff reviewed the lot split application and it met the zoning regulations. Alderman Sagaser made a motion to approve LS-23-02. Commissioner Kurtz seconded. The motion passed.
- **Public Hearing ZC-23-13 Zoning Change Application – S&B Real Estates Holdings, LLC:** At 6:04pm, Chairman Neal called the public hearing to order. Shawn Hayes approached the Commission. Applicant is requesting to rezone the property from “R-3” to “R-4” to bring the multiple-family structures into compliance and the addition of multiple-family structures on the vacant lot. Stella Cunningham, surrounding landowner, approached the Commission. Stella owns the single-family dwelling next to the property and had concerns about the addition of more multiple-family structures. Chairman Neal closed the public hearing at 6:10pm.
- **Discussion & Recommendation – ZC-23-13:** Chairman Neal opened the discussion by the Board. The Commission discussed the surrounding zoning districts and location of the property. Mayor Warwick made a motion to recommend approval to the Board of Aldermen for ZC-23-13. Commissioner Kurtz seconded. The motion passed.
- **Public Hearing Zoning Text Amendment – Qualifications And Supplementation To Districts:** At 6:12pm, Chairman Neal called the public hearing to order. There were no citizens present to speak on the matter. Chairman Neal closed the public hearing at 6:13pm.
- **Discussion & Recommendation – Qualifications And Supplementation To Districts:** Chairman Neal opened the discussion by the Board. Mayor Warwick made a motion to recommend approval of the zoning text amendment to the Board of Aldermen with the changes to the paragraphing that were discussed during the Community Development Update. Alderman Sagaser seconded. The motion passed.

There were no citizen comments.

Alderman Sagaser made a motion to adjourn the meeting. Mayor Warwick seconded the motion. Chairman Neal adjourned the meeting at 6:14pm.