

CITY OF POTTSBORO – PLANNING AND ZONING COMMISSION
CITY HALL - COUNCIL CHAMBERS
528 HWY 120 E.
POTTSBORO, TEXAS 75076


Monday, January 27, 2025
5:30 P.M.

REGULAR MEETING AGENDA

1. Call to order
2. Roll Call
3. **Citizen Comments:** This item is available for citizens to speak up to three (3) minutes on any subject of which the City of Pottsboro has authority. However, no discussion or action, by law, may be taken on the topic unless and until properly posted on a future agenda. Completed speaker's request forms must be submitted to the City Secretary at the beginning of the meeting.
4. **Consider and take appropriate action** regarding the Minutes from the November 18, 2024 Planning and Zoning Commission Meeting.
5. **Public Hearing** regarding text amendment to the Code of Ordinances, by amending Chapter 10A, Subdivision Regulations, to create Section 3.16, Administrative Plat Approval Process, for minor plats; to repeal several form attachments in Chapter 10A; and to amend Appendix A, Fee Schedule, Section 8.100, Development Fees, to include minor plats.
6. **Consider and take appropriate action** regarding text amendment to the Code of Ordinances, by amending Chapter 10A, Subdivision Regulations, to create Section 3.16, Administrative Plat Approval Process, for minor plats; to repeal several form attachments in Chapter 10A; and to amend Appendix A, Fee Schedule, Section 8.100, Development Fees, to include minor plats.
7. **Discuss** potential topics for future Planning and Zoning meetings (no action will be taken).
8. Adjourn.

Certification

I, Melody Herndon, City Secretary for the City of Pottsboro, Texas, do hereby certify that the above agenda was posted at City Hall in a location readily accessible to the public at all times and on the City's website at www.cityofpottsboro.com on Friday, January 24, 2025 by 4:30 pm in accordance with Chapter 551, Texas Government Code.



Melody Herndon, City Secretary



If during the course of the meeting covered by this notice, the Planning and Zoning Commission should determine that a closed or executive meeting or session of the Planning and Zoning Commission or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code §551.001 et seq., will be held by the Planning and Zoning Commission at the date, hour and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Planning and Zoning Commission may conveniently meet in such closed or executive meeting or session or consult with the attorney for the City concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following sanctions and purposes:

Texas Government Code Section:

- 551.071 - Private consultation with the attorney for the City.
- 551.072 - Deliberate the purchase, exchange, lease or value of real property.
- 551.073 - Deliberation regarding prospective gift.
- 551.074 - Deliberation regarding a public officer or employee.
- 551.087 - Deliberations regarding economic development negotiations.

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS: The Pottsboro City Hall is wheelchair accessible. Persons with disabilities who plan to attend this meeting, and who may need auxiliary aids or service are requested to contact the City Secretary's Office at (903) 786-2281, Ext. #4 a minimum of two (2) business days prior to the meeting date so appropriate arrangements can be made.