

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

REGULAR MEETING MINUTES
Monday, June 24, 2024
5:30 P.M.

1. **Call to order**

Vice Chair Casie Lovelace called the meeting to order at 5:30 pm

2. **Roll Call**

Present: Vice Chair Casie Lovelace and Commissioners Wanda Poe, Johnna Clark and Alternate Commissioner Tommi Homuth acting as a full member.

Absent: Chair David Sandlin and Commissioner John Pack.

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.

None.

4. **Consider and take appropriate action regarding the Minutes from the May 20, 2024 Planning and Zoning Commission Meeting.**

Motion made by Alternate Commissioner Tommi Homuth to approve and seconded by Wanda Poe. All Aye.

Vote 4/0. Motion carried.

5. **Introduction of City Manager, Kandace Lesley- no action.**

Ms. Lesley gave a brief introduction of herself, including professional experiences, achievements, and goals. No action was taken on this item.

6. **Public Hearing regarding replat application 052824RP to divide one business lot in to two lots. Specifically, a replat of Lot 1, Fink 3 Addition to become Lot 1-R-1 and Lot 1R-2 Fink 3 Addition, located at 64005 N SH 289.**

Vice Chair Lovelace opened the public hearing.

No one speaks.

Vice Chair Lovelace closed the public hearing.

7. **Consider and take appropriate action regarding replat application 052824RP to divide one business lot in to two lots. Specifically, a replat of Lot 1, Fink 3 Addition to become Lot 1-R-1 and Lot 1R-2 Fink 3 Addition, located at 64005 N SH 289. Applicant is Kathy Snyder, along with Kate Wagner, Helvey-Wagner Surveying.**

Development Coordinator Ross gave a brief overview of the replatting process. Ross explained that this re-plat met all requirements of the ordinance and had already received a hardship exemption from sidewalks. Ross recommended approval.

Motion made by Commissioner Poe to approve the replat application and was seconded by Alternate Commissioner Homuth. All Aye.

Vote 4/0 Motion Carried.

8. **Consider and take appropriate action regarding minor plat application 052824MP with a hardship request regarding an exemption from the sidewalk requirement for Indigo Fields. Specifically, a subdivision along the north side of Reeves Road approximately 620 feet east of State Highway 289. Applicant is Billy Helvey, along with Kate Wagner, Helvey-Wagner Surveying.**

Ross gave an overview of the application as well as the hardship process per ordinance.

Resident requested that Vice Chair Lovelace read off the requirements to be met to be considered a hardship per ordinance as well as the City Engineer's thoughts as they pertain to this hardship request. Vice Chair Lovelace read both aloud.

Commissioners discussed future development potential along Reeves Road and whether the hardship request meets the requirements.

Motion made by Commissioner Poe to deny agenda item 8 and was seconded by Commissioner Clark. All Aye.

Vote 4/0 Motion Carried.

9. **Discuss potential topics for future Planning and Zoning meetings (no action will be taken).**

Vice Chair Lovelace mentioned the Chamber of Commerce's Fourth of July decorating event and asked if special events needed to be clarified in the ordinances.

Vice Chair Lovelace recognized a resident who made comments regarding off-premise signs.

Ross advised that once the paperwork is completed on the Comprehensive Plan update grant, a general schedule would be developed for upcoming meetings.

10. **Adjourn.**

Meeting was adjourned at 6:07 p.m.



David Sandlin, Chair



Melody Herndon, City Secretary

