



**AGENDA**  
**PLANNING AND ZONING COMMISSION MEETING**  
**TUESDAY, MAY 6, 2025 AT 6:00 PM KAUFMAN**  
**CITY HALL COUNCIL CHAMBERS**  
**209 SOUTH WASHINGTON STREET,**  
**KAUFMAN, TEXAS 75142**

**CALL WORK SESSION TO ORDER** Chairman calls the Work Session to order, states the date and time, states Commissioners present, and declares a quorum present.

**WORK SESSION** A Work Session is used to explore matters of interest to one or more Commissioners. Although Work Sessions are public meetings, and citizens have a legal right to attend, they are not public hearings, so citizens are not allowed to participate in the session.

1. Discussion regarding plat approval process and statutory timelines.

**WORK SESSION ADJOURNMENT**

**PLEDGE OF ALLEGIANCE** US FLAG

TEXAS FLAG "HONOR THE TEXAS FLAG. I PLEDGE ALLEGIANCE TO THEE, TEXAS ONE STATE UNDER GOD, ONE AND INDIVISIBLE".

**INVOCATION**

**CALL MEETING TO ORDER** Chairman calls the Meeting to order, states the date and time, states members present, and declares a quorum present.

**CITIZENS COMMENTS / REQUEST TO SPEAK ON AGENDA ITEMS (5 MINUTES)** Comments about any of the agenda items may be taken into consideration at this time or during the agenda item. Comments are limited to five (5) minutes per individual unless additional time is otherwise required by law for translation. Speaking time is not transferable. Citizens may address the P&Z Commission on any subject but must first complete a Request to Speak Form so that the Chairman may call your name to speak at the appropriate time on the agenda. Comments must be directed to the P&Z Commission as a whole. When addressing the P&Z Commission, please step forward to the speaker's podium, state your name and address, and direct your comments to the Chairman and P&Z Commission.

**CONSENT AGENDA** All matters listed under the Consent Agenda, are considered to be routine by the Planning and Zoning Commission and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately. For a citizen to request the removal of an item, a request must be submitted to the Planning and Zoning Commission Secretary.

1. Consider and take appropriate action on the minutes of the April 1, 2025 Planning and Zoning Commission meeting.

## END OF CONSENT AGENDA

## DISCUSSION/ACTION ITEMS

2. Consider and make a recommendation to City Council for a **Site Plan for Kings Fort Retail Site** situated on 13.5068 acres of land (Property ID 2252) out of the Kings Fort Addition, Block A, Lots 3 & 4, City of Kaufman, Kaufman County, Texas, said property being generally located in the 400 Block of Kings Fort Parkway. (Case No: SP-05-25)
3. Consider and make a recommendation to City Council for a **Preliminary Plat for Tabor Plaza**, situated on 4.792 acres of land (Property ID 190309) out of the D. Falcon Survey A-151, City of Kaufman, Kaufman County, Texas, said property being generally located at the northeast corner of Tabor Parkway and State Highway 34. (Case No: PP-01-25)
4. Discussion on the **Final Plat for Highland Meadows Phase 2**, situated on 44.224 acres of land (Property ID 16826) out of the Thomas Beedy Survey, Abstract No. 21 and the William Peters Survey, Abstract No. 407, City of Kaufman, Kaufman County, Texas, said property being generally located on the south side of State Highway 243 at Ola Road. (Case No: FP-03-25) (Tabled from the 04-01-2025 Planning and Zoning meeting.)

## ANNOUNCEMENTS AND REPORTS FROM ASSISTANT CITY MANAGER

The City Council will meet on Monday, May 19<sup>th</sup>, to discuss the approved cases.  
The Planning and Zoning Commission will meet on Tuesday, June 3<sup>rd</sup>.  
Introduction to Martin Mares as the Senior Planner.

## BOARD INQUIRY

If a member of the board makes a spontaneous inquiry about a subject not on this agenda, then the board or an appropriate staff member may make a statement of factual information or policy in response to such an inquiry. However, in accordance with Open Meetings Act Section 551.042, the Planning and Zoning Commission cannot discuss issues raised or make any decisions on that subject at that time. Issues raised may be referred to Staff for research and possible future action.

## ADJOURNMENT

I, JOY HENDERSON, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE WINDOW AT KAUFMAN CITY HALL, 209 S. WASHINGTON, KAUFMAN, TEXAS, A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AT ALL TIMES AND SAID NOTICE WAS POSTED AT THE KAUFMAN CITY HALL, 209 S. WASHINGTON, KAUFMAN, TEXAS AT 5:00 P.M. ON FRIDAY, MAY 2, 2025 AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULE TIME OF SAID MEETING.

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JOY HENDERSON  
PLANNER

THE BUILDING IN WHICH THE ABOVE MEETING WILL BE CONDUCTED IS WHEELCHAIR ACCESSIBLE AND PARKING SPACES FOR THE MOBILITY IMPAIRED ARE AVAILABLE. PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED AUXILIARY AIDS OR SERVICES SUCH AS INTERPRETERS FOR PERSONS WHO ARE DEAF OR HEARING IMPAIRED, READERS, OR LARGE PRINT ARE REQUESTED TO CONTACT THE CITY SECRETARY'S OFFICE AT 972-932-2216 AT LEAST TWO (2) WORKING DAYS PRIOR TO THE TIME OF THE MEETING SO THAT APPROPRIATE ARRANGEMENTS CAN BE MADE.