



AGENDA
PLANNING AND ZONING COMMISSION MEETING
TUESDAY, SEPTEMBER 1, 2020 - 6:00 PM
KAUFMAN CITY HALL COUNCIL CHAMBERS
209 SOUTH WASHINGTON STREET,
KAUFMAN, TEXAS 75142

**This meeting will be held using
videoconferencing/teleconferencing
technology with public access via:
WWW.ZOOM.US/JOIN OR
(888)788-0099 (TOLL FREE)
MEETING/WEBINAR ID: 841 9884 0198
PASSWORD: 704714**

INVOCATION

PLEDGE OF ALLEGIANCE

US FLAG

TEXAS FLAG

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

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

1. Consider and make a recommendation to City Council on the Preliminary Plat of Lots 1 & 2, Block A, Tractor Supply Kaufman Addition. The 4.355 acre site is located on the east side of Tabor Parkway (formerly known as CR 151/Old Kemp Highway) and south of the Wal Mart development. The property is zoned Planned Development -7 (Commercial) (PD-7-C). A subdivision of 2 commercial lots is proposed. (PP-01-20)

2. Consider and take appropriate action on the Minutes of August 4, 2020 Planning and Zoning Commission Meeting.

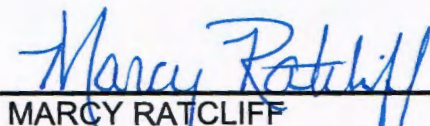
END OF CONSENT AGENDA

ANNOUNCEMENTS AND REPORTS FROM DEVELOPMENT SERVICES DIRECTOR

3. Report on the following future Planning and Zoning Commission Cases:
 - A. Site Plan Review Application for K-Tires at 325 E. Fair Street
 - B. Preliminary and Final Plat of Prairie Creek Estates on on the south side Rand Road between Elizabeth Street and Melody Street
 - C. Zoning Change Request on the Rubio property at the southeast corner of S. Houston and E. Highway 175 from Single Family Residential 10 (SF-10) to Planned Development for limited commercial uses
4. Request and/or comments from Planning and Zoning Commissioners:
 - A. Update on progress of Kaufman Civic Center 607 E. Fair Street
 - B. Updated on the progress of Plumtree Apartments at 4200 S. Washington

ADJOURNMENT

I, MARCY RATCLIFF, 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, AUGUST 28, 2020 AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULE TIME OF SAID MEETING.



MARCY RATCLIFF
DEVELOPMENT SERVICES DIRECTOR

****PURSUANT TO SECTION 551.127, TEXAS GOVERNMENT CODE, ONE OR MORE COUNCILMEMBERS OR EMPLOYEES MAY ATTEND THIS MEETING REMOTELY USING VIDEOCONFERENCING TECHNOLOGY. THE VIDEO AND AUDIO FEED OF THE**

VIDEOCONFERENCING EQUIPMENT CAN BE VIEWED AND HEARD BY THE PUBLIC BY ACCESSING [WWW.ZOOM.US/JOIN](https://www.zoom.us/join) OR (888)788-0099 (TOLL FREE) MEETING/WEBINAR ID: 841 9884 0198PASSWORD: 704714

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.



Planning and Zoning Commission Agenda Item: 1

Meeting Date: September 1, 2020

Consent: No

Discussion/Action: Yes

SUBJECT: Consider and make a recommendation to City Council on the Preliminary Plat of Lots 1 & 2, Block A, Tractor Supply Kaufman Addition. The 4.355-acre tract is located on the east side of Tabor Parkway (formerly known as CR 151/Old Kemp Highway) and south of the Wal Mart development. The property is zoned Planned Development -7 (Commercial) (PD-7-C). A subdivision of 2 commercial lots is proposed. (PP-01-20)

SUMMARY:

The 4.355-acre site is proposed to be developed as two lots. Lot 1, containing 3.660 acres, is proposed to be developed as a Tractor Supply. Lot 2, containing 0.695 acres (30,262) is proposed for a future unknown commercial development. The minimum lot size is 30,000 SF.

Approval of a preliminary plat authorizes the property owner, upon fulfillment of all requirements and conditions of approval, to submit a final plat application. The final plat and site plan of Lot 1 (Tractor Supply), Block A is scheduled for the October 6, 2020 agenda.

Lots 1-2 will have cross access to one another in the front along Tabor Parkway. Each lot will have a standalone driveway entrance from Tabor Parkway. Lot 1 (Tractor Supply) will have a 50-foot wide driveway entrance to accommodate trucks with trailers entering and departing the property. A 24-foot wide fire lane and access easement will be provided around the parking lot and the building as required by the Fire Department

THOROUGHFARE PLAN: All the rights of way required for Tabor Parkway have already been dedicated. Tabor Parkway is designated as a Type B, Minor Arterial, which requires a minimum 100 foot wide right of way width.

COMPREHENSIVE PLAN: The property is zoned Planned Development -7 for Commercial development. The Future Land Use Map designates the tract as a future commercial land use. The existing commercial zoning does comply with the 2014 Future Land Plan.

RECOMMENDATIONS:

Staff recommends approval of the Preliminary Plat of Lots 1-2, Block A, Tractor Supply Kaufman Addition.

ATTACHMENTS:

1. Location Map
2. Preliminary Plat of Tractor Supply Kaufman Addition

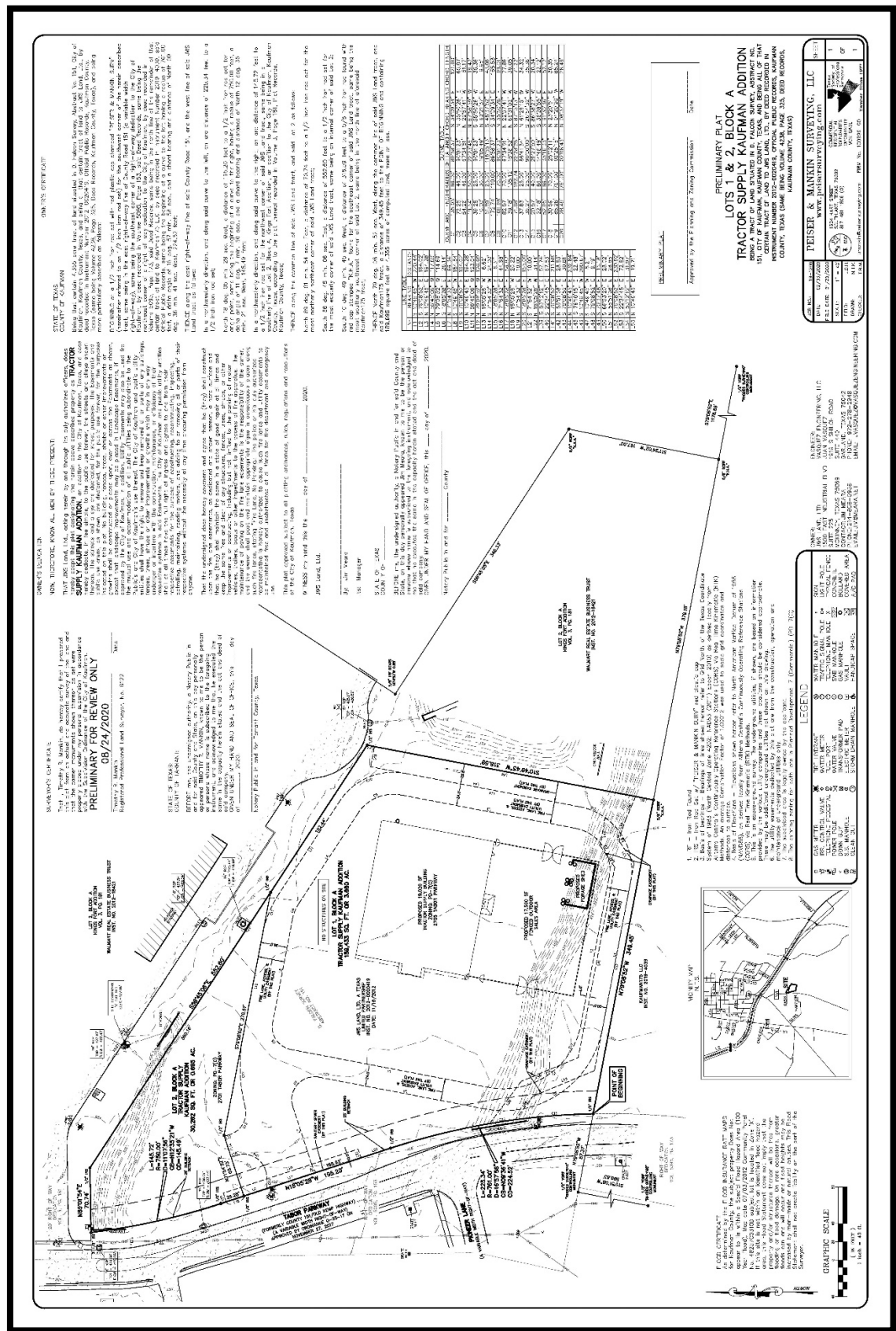
Marcy Ratcliff, Development Services Director

972-932-2216 ext. 117 Kaufmanplanning@kaufmantx.org

Location Map



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**MINUTES OF THE
PLANNING AND ZONING
COMMISSION MEETING
BOARD MEETING
TUESDAY, AUGUST 4, 2020 - 6:00 PM
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142**

PLEDGE OF ALLEGIANCE

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

Chairman Brown called the Planning and Zoning meeting to order at 6:00 PM. Commissioners present were Burton Brown, Patrick Cardoza, Porfirio Lopez, Gladis Saldana, and Richard Dunn. Chairman Brown declared a quorum present. Also present were City Secretary Jessie Hanks, and Development Services Director Marcy Ratcliff.

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.**

No comments were given.

CONSENT AGENDA

1. Consider and take appropriate action on the Minutes of July 7, 2020 Planning and Zoning Commission Meeting

Commissioner Dunn made a motion to approve the minutes from July 7, 2020, Planning and Zoning Commission Meeting. The motion was seconded by Commissioner Lopez and passed 5/0.

END OF CONSENT AGENDA

DISCUSSION/ACTION ITEMS

2. Consider and make a recommendation to City Council on a request by Dr. Benjamin Brashear on the Site Plan of 2300 Commerce Way, platted as Lot 11, Kaufman Business Park Addition for the development of a medical office building. The property is zoned Planned Development-2 ("PD-2"). (SP-03-20)

Ms. Ratcliff reviewed the location on the proposed site plan, as well as the proposed business to go on the property. She outlined the layout of the site plan. She stated staff recommended approval of the requested site plan as presented. There were discussions on potential additional landscaping shrubs

at the rear of the property that backs up to residential lots, the lighting across the property, and the height of the fence at the rear of the property.

Commissioner Saldana made a motion to recommend approval to the City Council on a request by Dr. Ben Brashear on the Site Plan of 2300 Commerce Way with the addition of more landscaping along the fence line between the commercial lot and residential lots. The motion was seconded by Commissioner Cardoza and passed 5/0.

3. Review and discuss a handout from the League of California Cities "Planning Commissioner's Handbook - Meeting & Procedures" on better-operating practices for Planning and Zoning Commission meetings

Ms. Ratcliff reviewed a handout from the League of California Cities "Planning Commissioner's Handbook- Meeting & Procedures" on better operating practices for Planning and Zoning Commission meetings.

ANNOUNCEMENTS AND REPORTS FROM DEVELOPMENT SERVICES DIRECTOR

4. Report on the following future Planning and Zoning Commission Cases:

- A. Site Plan Review Application for Tractor Supply in the 2700 Block of Tabor Parkway

Ms. Ratcliff informed the Commission about the Site Plan review for Tractor Supply in the 2700 block of Tabor Parkway.

- B. Site Plan Review Application for the Kaufman County Justice Center and Animal Adoption Center at 1900 E Hwy 175

Ms. Ratcliff informed the Commission about the Site Plan review for the Kaufman County Justice Center and Animal Adoption Center at 1900 E Hwy 175.

- C. Site Plan Review Application for Kaufman County Children's Advocacy Center at 2005 S. Houston

Ms. Ratcliff informed the Commission about the Site Plan review for Kaufman County Children's Advocacy Center at 2005 S. Houston St.

ADJOURNMENT

There being no further business, Chairman Brown adjourned the meeting at 6:35 PM

JOY HENDERSON
PLANNING TECHNICIAN