



**MINUTES OF THE
PLANNING AND ZONING
COMMISSION MEETING
TUESDAY, SEPTEMBER 1, 2020 - 6:00 PM
CITY HALL COUNCIL CHAMBERS
209 S. WASHINGTON STREET
KAUFMAN, TEXAS 75142**

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.

Chairman Brown called the meeting to order at 6:18 p.m. Tuesday, September 1, 2020. Commissioners present were Chairman Burton Brown, Vice-Chairman Patrick Cardoza, Commissioner Richard Dunn, Commissioner Porfilo Lopez, Commissioner Gladis Saldana, and Commissioner Curtis Snow. Director of Development Services Marcy Ratcliff and Planning Technician Joy Henderson were present. There was not anyone present in the audience for the Zoom meeting.

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.

Commissioner Gladis Saldana made a motion to approve the consent agenda for items 1 & 2. The motion was seconded by Porfirio Lopez and passed 5-0.

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

Marcy Ratcliff, Director of Development Services, stated this request is for the expansion of an existing tire shop business.

B. Preliminary and Final Plat of Prairie Creek Estates on the south side Rand Road between Elizabeth Street and Melody Street

Marcy Ratcliff, Director of Development Services, stated this will be for Phase 3 of Prairie Creek Estate for residential homes that are zoned PD-SF-8.

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

Marcy Ratcliff, Director of Development Services, stated this case was submitted and withdrawn in 2018 and is now being resubmitted. The owners are requesting a Planned Development to develop the property with specific types of retail uses. This PD does not extend to all of the property owned by applicant.

4. Request and/or comments from Planning and Zoning Commissioners:

No request or comments.

A. Update on progress of Kaufman Civic Center 607 E. Fair Street

Marcy Ratcliff, Director of Development Services, stated the contractors have been working on the remodeling and it should be complete by the end of January 2021.

B. Updated on the progress of Plumtree Apartments at 4200 S. Washington

Marcy Ratcliff, Director of Development Services, stated the construction has paused due to an easement permit application that has expired with the utility company. The contractor has

reapplied and is working through the process. Once it has been approved they will continue with the construction of the apartments.

ADJOURNMENT

Vice-Chairman Cardoza made a motion to adjourn at 6:33 p.m., seconded by Commissioner Lopez. Chairman Brown called for a vote with all voting AYE, the motion carried by a vote of 5-0.

BURTON BROWN
CHAIRMAN

ATTEST:

JOY HENDERSON
PLANNING TECHNICIAN