



**MINUTES**  
City of Dickinson  
**PLANNING & ZONING COMMISSION**

**March 21, 2023**

The Dickinson Planning and Zoning Commission met in a duly called and announced Regular Meeting on **Tuesday, March 21, 2023**, at **6:30 PM** in the Council Chamber located at 4403 Highway 3, Dickinson, Texas 77539 for the purpose of considering the following numbered items:

**ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM**

Chairperson Bruce Henderson called the meeting to order at **6:30 P.M.**

Ms. Yvonne Briscoe, Dickinson Senior Planner, called roll and a quorum was verified.

Commissioners present were as follows: Bruce Henderson, Deborah Fortner, Phillip Lipoma, Marjorie Morgan, Amy Skicki.

**ITEM 2.) INVOCATION**

The invocation was led by Commissioner Deborah Fortner.

**ITEM 3.) PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Commissioner Amy Skicki.

**ITEM 4.) ANNOUNCEMENTS AND PRESENTATIONS**

4.A Receive a report from City staff.

Ms. Briscoe reported to the Commission about the following subjects:

- Recent City Council actions,
- Recent Building Standards Commission actions,
- Recent Comprehensive Plan Advisory Committee activities,
- Recent Master Parks Plan activities,
- Recent Unified Land Development Code update activities.

**ITEM 5.) CONSENT AGENDA**

The following items are considered routine and will be enacted by one motion. There will not be a separate discussion on these items unless a Commission member requests, in which event the item will be removed from the consent agenda and discussed after the consent agenda.

- 5.A Consideration and possible action on approving the minutes of the **February 21, 2023** Planning and Zoning Commission regular meeting.

Deborah Fortner motioned to Approve, and Phillip Lipoma seconded the motion.

**VOTE:**

5 AYES (Bruce Henderson, Deborah Fortner, Phillip Lipoma, Marjorie Morgan, Amy Skicki)

0 NAYS

**MOTION PASSED**

**ITEM 6.) PUBLIC HEARING AND ACTION ITEMS FROM PUBLIC HEARINGS**

- 6.A Conduct a public hearing concerning a request for a Specific Use Permit for a Church in a General Commercial ("GC") zoning district, for approx. 1.51 acres, located at **3424 Highway 3**, and legally described as LOT 1 BLK 1 MINISTRY OF ENCOURAGEMENT CHURCH SUB (2021) ABST 19.

- Staff Presentation
- Applicant Presentation
- Public Comments
- Applicant Rebuttal
- Adjourn Public Hearing

Chairperson Henderson opened the public hearing at **6:37 P.M.**

Ms. Briscoe summarized the item.

Pastor Walter Shanks, SUP applicant, provided the applicant presentation.

Mrs. Madena Thomas, on behalf of the applicant, stated additional parking is required to handle an increased attendance for the church and accommodate the maximum permitted building occupancy.

There being no public signed up to speak, there are no public comments.

There being no public in opposition of the proposed application, there is no applicant rebuttal.

Chairperson Henderson adjourned the public hearing at **6:40 P.M.**

- 6.B Consideration and possible action concerning making a recommendation on a request for a Specific Use Permit for a Church in a General Commercial ("GC") zoning district, approx. 1.51 acres, located at **3424 Highway 3**, and legally described as LOT 1 BLK 1 MINISTRY OF ENCOURAGEMENT CHURCH SUB (2021) ABST 19.

Commissioner Fortner expressed agreement with the need to increase parking for attendance.

Ms. Briscoe provided staff's recommendation to approve with the following conditions:

1. SUP approval is for the permitting of parking expansion only. No additional building square footage is permitted.
2. Existing church must not exceed a maximum of 108 seats, which is the maximum number of seats permitted with the existing onsite parking spaces.

Commissioner Fortner requested clarification on the recommended condition regarding parking.

Ms. Briscoe responded based on parking calculations, the existing parking would permit the church to operate with 108 seats. Once additional parking is added, the parking requirement would allow 300 seats.

Chairperson Henderson expressed concern with the wording of the condition.

Ms. Briscoe responded that the condition could be reworded.

Commissioner Margorie Morgan inquired if occupancy is over 99 if the building is required to be sprinkled.

Ms. Briscoe responded that occupancy and fire requirements are additional codes. The current request is for a Specific Use Permit to expand the church use.

Chairperson Henderson stated if additional parking for the existing church is needed, the building should be able to handle the proposed occupancy and inquired the occupancy allowed for the existing church.

Ms. Briscoe responded the church has an existing certificate of occupancy. The request to expand parking would not affect the existing certificate of occupancy. It does, however, change the parking requirement for the church.

Commissioner Fortner inquired if the applicant knew what the maximum occupancy is.

Mrs. Thomas responded that the maximum occupancy is 300.

Ms. Briscoe continued with staff's recommendation to approve with the following conditions:

3. Minimum four-foot sidewalk is required to be constructed along all roadway frontages.
  - a. A minimum of one ADA connection from the primary building entrance to the public sidewalk system shall be provided using an all-weather surface.
4. Streetscape is required to be constructed along all roadway frontages in accordance with Dickinson Code of Ordinances Chapter 16.10.
5. In the newly constructed parking area, landscaping islands shall be located at the end of every parking row.
  - a. A landscaping island shall be no less than eight feet wide and 18 feet in length.
  - b. A maximum of ten continuous linear parking spaces are permitted within a parking row before a landscape island must be installed OR an in between parking island between two rows or the property line with landscaping that meets minimum Streetscape requirements.
6. Must meet all fire, building, and all other City requirements for the entire property.
7. TxDOT approval required prior to City permit approval for Highway 3 driveway access.
8. Must not exceed two access points for the entire property.
9. Must obtain Site Development approval from Planning and Zoning Commission.
10. Must not object or contest the sale of alcohol within the vicinity for current and future surrounding businesses.
11. Use of property permitted by a specific use permit must commence within 18 months from the date of approval. There is no option for an extension as it was granted with the original approval.
  - a. Commencement of a specific use occurs upon the issuance of a building permit.

Chairperson Henderson inquired who determines the fifty percent requirement is being met.

Ms. Briscoe responded that the fifty percent requirement is stated in the code of ordinances. The proposed expansion is potentially over fifty percent of the land area, which is the reason for the added condition.

Chairperson Henderson voiced concern that the fifty percent requirement is arbitrary and additional requirements should not be added prior to Specific Use approval. Chairperson Henderson suggested that condition be struck from the Commission's recommendation.

Commissioner Fortner requested clarification of Chairperson Henderson's recommendation to strike the condition.

Chairperson Henderson added these requirements should already be established.

Ms. Briscoe added that when there are conflicting requirements or uncertain interpretations, it is best practice to allow the Commission to determine the requirement.

Commissioner Fortner inquired how the landscaping condition was formulated.

Ms. Briscoe responded when the fifty percent requirement is determined, if over fifty percent the property would need to come into full compliance but if less than fifty percent only the portion being expanded would have to meet current codes. These conditions are reasonable for the parking expansion as part of the Specific Use approval. Ms. Briscoe added the proposed site plan does not meet current code of ordinances, including but not limited to driveway widths and turning radiuses. To approve the use the site plan is not required.

Chairperson Henderson inquired how many entrances the existing church has.

Ms. Briscoe responded the existing church has two entrances, one on Hwy 3 and the other behind the building. Neither of the existing entrances are able to be confirmed.

Commissioner Fortner inquired what street the second entrance is on.

Ms. Briscoe responded the current entrances are on Hwy 3 and Avenue F. The provided site plan shows two 13 -foot entrances on Central Street which do not meet the code requirement. The required redesign will have to be addressed by the applicant.

Chairperson Henderson inquired why the existing TxDOT driveway would need approval.

Ms. Briscoe responded TxDOT requires re-permitting the driveway when changes are made. This is a TxDOT requirement when changes are made.

Chairperson Henderson expressed disagreement with TxDOT requirement to re-permit if the expansion would not affect TxDOT lanes. Chairperson Henderson suggested that condition be struck from the Commission's recommendation.

Ms. Briscoe suggested changing the condition to read that either TxDOT driveway approval or letter of no objection be required.

Commissioner Fortner added that the additional parking would increase traffic on Hwy 3.

Commissioner Lipoma voiced concern with the condition of a maximum of ten continuous linear parking spaces are permitted within a parking row before a landscape island must be installed.

Ms. Briscoe responded staff has included an option to provide landscaping between two rows instead of breaking up the parking with islands.

Commissioner Lipoma inquired if there would still be space to walk through.

Ms. Briscoe responded trees would be required every thirty feet which would provide space to walk. Redesigning the expansion is required to meet city codes.

Chairperson Henderson inquired if the site plan was provided by the applicant or created by staff.

Ms. Briscoe responded that the applicant provided the proposed site plan. Staff drew colored lines on top to provide a visual explanation of the proposed condition.

Chairperson Henderson inquired what other changes need to be made to meet city code requirements.

Ms. Briscoe responded that the applicant gets to propose the design. City staff will review for compliance. In addition, the new parking area will be required to have a streetscape which is not shown. Drive aisles are larger than required. It is possible the redesign could use this additional area. The Development Review team has not reviewed the plan for compliance.

Commissioner Morgan inquired why it is before the Commission prior to staff review.

Ms. Briscoe responded the request is for Specific Use Permit to expand the church use. Its use is the only thing being considered at this time. Conditions on the use are allowed as part of the approval.

Commissioner Fortner proposed approving with staff's recommendation including the requirement for Site Development approval.

Ms. Briscoe recommended updating the condition that either TxDOT driveway approval or letter of no objection be required.

Commissioner Fortner agreed, and added to remove the condition that the existing church must not exceed a maximum of 108 seats, which is the maximum number of seats permitted with the existing onsite parking spaces.

Chairperson Henderson inquired if the church has an existing occupancy of 300 but does not have adequate parking and attendees walked to the building how that would change the requirement.

Ms. Briscoe responded that having more than 108 seats puts the church in violation of the parking ordinance. The parking requirement provided in the zoning code for a church is one parking space for each four seats. With the existing 27 parking spaces, a maximum of 108 seats is allowed by the zoning ordinance.

Commissioners inquired how they obtained a 300-person occupancy.

Ms. Briscoe responded occupancy classifications are based on building a fire codes. The parking requirement is the zoning regulation.

Commissioner Fortner confirmed her recommendation does not include the condition that the existing church must not exceed a maximum of 108 seats, which is the maximum number of seats permitted with the existing onsite parking spaces.

Chairperson Henderson voiced concern with condition that must meet all fire, building, and all other City requirements for the entire property.

Commissioner Fortner confirmed her recommendation does not include the condition that must meet all fire, building, and all other City requirements for the entire property.

Commissioner Lipoma inquired if removed the requirement of a maximum of ten linear parking spaces.

Ms. Briscoe confirmed that condition is being recommended by the Commission with the option to provide landscaping between two rows instead of breaking up the parking with islands.

Chairperson Henderson voiced concern with condition that must not exceed two access points for the entire property. The site plan presented includes four.

Ms. Briscoe stated while the site plan shows four access points, none of them are able to be confirmed to meet city ordinances.

Commissioner Fortner confirmed her recommendation does not include the condition that must not exceed two access points for the entire property. Commissioner Fortner includes the remaining conditions in her motion.

Ms. Briscoe confirmed the full motion made by Commissioner Fortner.

Chairperson Henderson added that he would like the definition of fifty percent improvement clarified to remove ambiguity.

Ms. Briscoe replied that the city is preparing a Unified Development Code to be adopted and this will be addressed in the new code.

Deborah Fortner motioned to Approve with conditions provided by staff with the following changes:

Update the recommended condition that TxDOT approval required prior to City permit approval for Highway 3 driveway access to include option for TxDOT to provide a letter of no objection, and

Remove the following recommended conditions:

1. Existing church must not exceed a maximum of 108 seats, which is the maximum number of seats permitted with the existing onsite parking spaces.
2. Must meet all fire, building, and all other City requirements for the entire property.
3. Must not exceed two access points for the entire property.

, and Amy Skicki seconded the motion.

**VOTE:**

5 AYES (Bruce Henderson, Deborah Fortner, Phillip Lipoma, Marjorie Morgan, Amy Skicki)

0 NAYS

**MOTION PASSED**

- 6.C Conduct a public hearing concerning a request to amend the official zoning map from General Commercial (GC) zoning district to Planned Development (PD) zoning district, for approx. ± 4.87-acre **unaddressed property (GCAD ID 163210) generally located west of Hughes Lane approx. 155 feet south of W Deats Road**, and legally described as ABST 19 PERRY & AUSTIN SUR PT OF LOT 100 (0-1) DICKINSON ADDN D and approx. ± 2.0-acre unaddressed property (GCAD ID 413646) generally located west of Hughes Lane approx. 515 feet south of W Deats Road, and legally described as ABST 19 PERRY & AUSTIN SUR PT OF LOT 100 (0-4) DICKINSON ADDN D.

- Staff Presentation
- Applicant Presentation
- Public Comments
- Applicant Rebuttal
- Adjourn Public Hearing

Chairperson Henderson opened the public hearing at **7:08 P.M.**

Ms. Briscoe summarized the item.

Mr. David Russell, SUP applicant, provided the applicant presentation.

There being no public signed up to speak, there are no public comments.



There being no public in opposition of the proposed application, there is no applicant rebuttal.

Chairperson Henderson opened the public hearing at **7:10 P.M.**

- 6.D Consideration and possible action concerning making a recommendation on a request to amend the official zoning map from General Commercial (GC) zoning district to Planned Development (PD) zoning district, for approx. ± 4.87-acre **unaddressed property (GCAD ID 163210) generally located west of Hughes Lane approx. 155 feet south of W Deats Road**, and legally described as ABST 19 PERRY & AUSTIN SUR PT OF LOT 100 (0-1) DICKINSON ADDN D and approx. ± 2.0-acre unaddressed property (GCAD ID 413646) generally located west of Hughes Lane approx. 515 feet south of W Deats Road, and legally described as ABST 19 PERRY & AUSTIN SUR PT OF LOT 100 (0-4) DICKINSON ADDN D.

Commissioner Fortner requested the applicant provide additional information as to what is meant by light industrial.

Mr. Russell requested clarification whether the question is in regard to construction or business type.

Commissioner Fortner responded business type.

Mr. Russell responded a list of business uses are listed in the Planned Development document. It is difficult to determine what will occupy the lease spaces. The uses proposed include t-shirt printing, and warehouse.

Ms. Briscoe added the list of uses included in the Planned Development are taken from the City's existing zoning codes. Ms. Briscoe provided the list of proposed uses.

Commissioner Fortner inquired if that is what is being proposed.

Mr. Russell responded that small businesses are expected to be tenants. The development would not be set up to accommodate big trucks.

Chairperson Henderson inquired if the proposed development is similar to the small warehouse buildings that exist on FM 646, SH 146 and FM 1266.

Mr. Russell responded that the proposed development is similar to those. Roll-up doors are being proposed.

Commissioner Fortner expressed concern with the ability to limit heavy trucks.

Ms. Briscoe responded that some truck activity is normal for commercial activity. Warehousing heavy trucks, semi-trucks would fall to another category.

Chairperson Henderson inquired about the current use of the property and if the proposed development would have loading docks.

Mr. Russell responded no loading docks are being proposed and the property is currently vacant.

Chairperson Henderson requested Ms. Briscoe provide the staff recommendation.

Ms. Briscoe provided staff's recommendation to approve with the following conditions:

1. Additional less intense permitted uses, including but not limited to:

- Bakeries,
- barber and beauty shops,
- dry cleaning shops, customer pick-up and delivery only
- florist shops,
- restaurants, and
- studios – art, teaching, dance, music, drama, photography

Commissioner Fortner expressed concern that a restaurant may be difficult in this location.

Ms. Briscoe responded that a restaurant includes anything that is food and restaurant.

Chairperson Henderson inquired how the code addresses less intense uses in a Planned Development.

Ms. Briscoe responded a Planned Development is proposed when no other zoning code is suitable to the request. A Planned Development is essentially its own zoning code for an individual property. These less intense uses could go into street facing lease spaces.

Ms. Briscoe continued with staff's recommendation to approve with the following conditions:

2. Add that the development will adhere to General commercial zoning regulations, unless otherwise stated in the Planned Development approval.

3. Height and area regulations

- Remove Minimum lot area: 9000 ft (same requirement as GC)
- Remove Minimum lot width: 40 ft.  
Remove Maximum height of structures. Three stories, maximum forty-five (45) feet from finished grade, subject to development and performance standards (same requirement as GC)

4. Minimum setbacks

- Remove Front. Ten (10) feet.
- Remove Rear. Ten (10) feet.

5. Require buffering adjacent to residentially zoned property and residential uses.

1. Minimum 20-foot green space required.
2. No parking or drive aisles permitted in green space.

6. Development and performance standards

- Remove Except as authorized by sections 18-76 through 18-78, no merchandise shall be stored or displayed outside a building, and no equipment or vehicles, other than passenger vehicles, shall be stored outside a building.

- Include uses permitted with Specific Use Permit.

Accessory use – outdoor storage

Chairperson Henderson requested clarification regarding staff's recommendation for outdoor storage.

Ms. Briscoe responded outdoor storage would be allowed as an accessory use only with an approved Specific Use Permit.

Chairperson Henderson expressed understanding of the proposed recommendation.

Commissioner Fortner inquired if the code currently allows for outdoor storage.

Ms. Briscoe responded sections 18-76 through 18-78 of the codes provide allowances.

Chairperson Henderson provided examples of possible accessory outdoor storage uses; a florist versus a tire shop would be different. In these cases, a Specific Use Permit would be required.

Commissioner Amy Skicki added a deli that wanted outdoor seating would be a possible accessory outdoor storage use as well.

Mr. Russell inquired if a pest control company storing vehicles would be included as an accessory outdoor storage use.

Chairperson Henderson responded that may be a parking issue and requested staff's interpretation.

Ms. Briscoe recommended writing those requirements specifically into the PD to clarify uses.

Chairperson Henderson agreed, adding that he would like to see a clear delineation between vehicles delivery versus vehicle repair. Vehicle repair is not desired as outdoor storage.

Ms. Briscoe displayed the proposed uses and stated vehicle repair has not been included.

Commissioner Fortner inquired if Repair shops, miscellaneous included in the PD would allow for vehicle repair.

Ms. Briscoe recommended the current zoning code has vehicle repair listed separately although there is room for interpretation. Staff provided an option to add restricted uses of vehicle repair in the PD.

Mr. Russell inquired if motorcycle repair which is done solely inside the building would be included in vehicle repair.

Chairperson Henderson stated it could be automotive repair as a specific use to not include motorcycle repair.

Ms. Briscoe added that the recommendation to allow outdoor storage as an accessory use with an approved Specific Use Permit would address all these scenarios.

Chairperson Henderson inquired if the Commission has established a recommendation.

Commissioner Fortner stated clarification has been made.

Mr. Russell requested the Commission consider an alternative requirement to the recommended minimum 20- foot green space requirement to provide a buffer for adjacent residentially zoned property and residential uses.

Ms. Briscoe replied the current requirement allows for parking and drive aisles to be placed in setbacks. This condition would restrict flatwork in the 20-foot green space.

Mr. Russell requested consideration to reduce green space requirement to 15-feet. The current plan was created with 10-feet.

Commissioner Skicki inquired what change to the current code requirement.

Ms. Briscoe responded staff is recommending a minimum 20-foot green space and restrict parking and drive aisles. The current code requires a 15-foot setback but allows for parking and drive aisles to encroach the setback.

Commissioner Fortner expressed concern for buffering adjacent to the residential properties. 15-feet may be acceptable.

Commissioner Skicki expressed agreement.

Mr. Russell added the building is currently proposed to be at the rear of the property and is not proposed for parking or drive aisles.

Chairperson Henderson expressed concern concerning the negative effect on the residential properties and the possible future complications.

Commissioner Fortner recommended keeping the vegetation to provide additional buffering.

Chairperson Henderson stated the current request is the PD and not Site Development. Chairperson Henderson inquired if requirements can be added at Site Development.

Ms. Briscoe responded that the PD approval will set the zoning requirements for the development. Additional requirements cannot be added at Site Development.

Chairperson Henderson recommended the Commission add a definition of green space.

Commissioner Fortner expressed the desire to require landscaping and restrict parking at the rear of the property.

Ms. Briscoe suggested the Commission recommend a minimum 20-foot green space if adjacent to parking and drive aisles or a minimum 15-foot green space if adjacent to a building.

The Commission expressed agreement with staff's suggestion.

Mr. Russell inquired if the requirement is being set when there is adjacent residentially zoned property and residential uses.

Chairperson Henderson confirmed that is the current recommendation being considered.

Ms. Briscoe continued with staff's recommendation to approve with the following conditions:

7. Sidewalks shall be installed and maintained from property line to property line at the expense of the property owner in all adjacent rights-of-way prior to the issuance of a certificate of occupancy or completion. Sidewalks must adhere to State ADA requirements.

8. A connection from the primary building entrance to the public sidewalk system shall be provided using an all-weather surface.

Chairperson Henderson inquired if there was an existing sidewalk.

Ms. Briscoe confirmed there is no existing sidewalk. Adding a sidewalk is required with development.

Ms. Briscoe continued with staff's recommendation to approve with the following conditions:

9. A maximum of ten continuous linear parking spaces are permitted within a parking row before a landscape island must be installed.

10. Commercial waste enclosures shall be:

- Located in the rear or side yard,
- Placed a minimum distance of 20 feet from any public right-of-way, public sidewalk, or property line that abuts a residential zoning district or any residential use,
- Include an opaque gate.

11. All detention shall be underground or designed and maintained as an amenity with landscape features.

Chairperson Henderson inquired if underground detention is part of the existing proposed development.

Mr. Russell confirmed that underground detention is currently part of the existing proposed development.

Ms. Briscoe continued with staff's recommendation to approve with the following conditions:

12. Above ground detention must include:

- Minimum five (5) foot sidewalk or trail around the perimeter,
- Trees around the perimeter with a minimum distance of 30 feet,
- Adequate lighting, and
- Property owner must provide maintenance agreement approved by the City and be inspected annually.

Chairperson Henderson expressed thanks that Mr. Russell joined in the conversation.

Ms. Briscoe confirmed the Commission's recommendation based on previous discussion; the Commission is recommending approval with changes as recommended by staff with the following changes:

5. Require buffering adjacent to residentially zoned property and residential uses.

- a minimum 20-foot green space required if adjacent to parking and drive aisles or
- a minimum 15-foot green space required if adjacent to a building.

6. Permitted uses include vehicle, motorcycle, boat, RV repair with condition that outdoor storage is permitted as an accessory is permitted with an approved Specific Use Permit.

Commissioner Fortner stated the desire to remove boat and RV repair.

Commissioner Skicki clarified that currently repair shops is a permitted use in the Planned Development.

Ms. Briscoe suggested including a definition for repair shops use into the PD that stipulates vehicles and motorcycle are permitted but boat and RV are not permitted.

Chairperson Henderson stated it would be permitted if completely within a building. A Specific Use Permit could be requested for any use to allow outdoor storage as an accessory use. An SUP would allow added conditions.

Ms. Briscoe stated the zoning code currently separates outdoor sales and outdoor sales and display. Ms. Briscoe suggested another option would be to remove 18-76 and 18-78, prohibit outdoor storage, and include Sec. 18-77 for outdoor displays of merchandise which reads, "Outdoor displays of merchandise by retail businesses shall be allowed, if the display involves items for sale by a commercial retailer located within a permanent structure. Such displays may not cover more than half of the width of the pedestrian walkway between the storefront and the curb, unless other accommodations for pedestrian travel satisfactory to the zoning official are made."

Chairperson Henderson stated the Commission decision needed is if they want recommend approval of vehicle repair. Chairperson Henderson expressed agreement with the condition that outdoor storage is permitted with an approved Specific Use Permit. The discussion is whether vehicle repair inside a building is permitted.

Commissioner Fortner expressed concern with outdoor storage as a permitted use.

Commissioner Lipoma stated his agreement with the condition that outdoor storage is permitted with an approved Specific Use Permit and Commissioner Skicki agreed.

Ms. Briscoe confirmed there is no change to staffs recommended condition to remove Except as authorized by sections 18-76 through 18-78, no merchandise shall be stored or displayed outside a building, and no equipment or vehicles, other than passenger vehicles, shall be stored outside a building" and include Accessory use – outdoor storage is permitted with a Specific Use Permit. This results in the only change to staff's recommendation being to:

5. Require buffering adjacent to residentially zoned property and residential uses.
  - a minimum 20-foot green space required if adjacent to parking and drive aisles or
  - a minimum 15-foot green space required if adjacent to a building.

Marjorie Morgan motioned to Approve with conditions provided by staff with the following change:

5. Require buffering adjacent to residentially zoned property and residential uses.
  - a minimum 20-foot green space required if adjacent to parking and drive aisles or
  - a minimum 15-foot green space required if adjacent to a building.

, and Amy Skicki seconded the motion.

**VOTE:**

5 AYES (Bruce Henderson, Deborah Fortner, Phillip Lipoma, Marjorie Morgan, Amy Skicki)

0 NAYS

**MOTION PASSED**

**ITEM 7.) ACTION ITEMS FOR CONSIDERATION**

- 7.A Consideration and possible action concerning a request for a one (1) additional year extension of the Site Development approval for A-TEAM A/C, being approx. 0.96 acres located at **1102 W FM 517 Road**, and legally described as ABST 19 PAGE 12 PERRY & AUSTIN SUR TR 45 0.959 ACRS (GCAD ID 162090).

Ms. Briscoe summarized the item.

Chairperson Henderson inquired if the extension is for six months.

Ms. Briscoe confirmed a one-year extension is being requested. Ms. Briscoe added this request is for Site Development which has different requirements than the SUP previously heard.

Chairperson Henderson inquired if they are in the process of obtaining permits.

Ms. Briscoe confirmed an application for the permit was received February 14th. The permit request is currently undergoing staff review. When reviewed for zoning the Site Development approval expiration date and option to request an extension was provided.

Amy Skicki motioned to Approve, and Deborah Fortner seconded the motion.

**VOTE:**

5 AYES (Bruce Henderson, Deborah Fortner, Phillip Lipoma, Marjorie Morgan, Amy Skicki)

0 NAYS

**MOTION PASSED**

**ITEM 8.) ADJOURNMENT**

Amy Skicki motioned to Adjourn, and Phillip Lipoma seconded the motion.

**VOTE:**

5 AYES (Bruce Henderson, Deborah Fortner, Phillip Lipoma, Marjorie Morgan, Amy Skicki)

0 NAYS

**MOTION PASSED**



Chairperson Bruce Henderson adjourned the meeting at **7:48 P.M.**

**PASSED APPROVED, AND ADOPTED** this 18TH DAY OF APRIL 2023.



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PLANNING AND ZONING COMMISSION,  
Chairperson

**ATTEST:**



\_\_\_\_\_  
YVONNE BRISCOE,  
Senior Planner