

**PLANNING AND ZONING COMMISSION**  
**November 15, 2022; 5:00 PM**  
**Woodcreek, Texas**

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**MINUTES**

**CALL TO ORDER**

Chair Davenport called the meeting to order at 5:12PM.

**ROLL CALL AND ESTABLISH QUORUM**

**PRESENT**

Chairperson Andy Davenport  
Commissioner Chris Sonnier  
Commissioner Tamara Robertson  
Council Liaison, Joe Kotarba

**ABSENT**

Vice Chairperson Lydia Johns  
Commissioner Tomas Palm  
Alt. Commissioner Carson Bledsoe  
Alt. Commissioner Josh Erwin

**STAFF PRESENT**

Suzanne Mac Kenzie, City Secretary

**PUBLIC COMMENTS**

*No Public Comments were offered.*

**REGULAR AGENDA**

- 1. Presentation and Discussion from K Friese Representative, Brandon Melland, AICP on the Rules and Procedures of the Planning and Zoning Commission Pertaining to Subdivision Platting.**

Presentation by Brandon Melland from K.Friese: "P&Z 101, Part 7, Subdivision Platting", to cover rules and procedures of Planning and Zoning for the new Commission Members.

Presentation began at 5:14PM and ended at 6:15PM.

Question and Answer Session with Brandon

**2. Discuss and Take Appropriate Action on a Replat Request from Mr. Rick Town, for Woodcreek Section 6, Lot PT12 Brookmeadow Subdivision, Establishing The Oaks Single Family Subdivision, Generally Located on Brookmeadow Drive Approximately 700 Feet West of Ranch Road 12.**

Brandon presented a Staff Report to the Planning and Zoning Commission. He explained that the Plat Notes at the end of the report help define the City's Ordinances. He mentioned that the property is in a recharge zone so the City can require the property to abide by the 30% impervious cover. He also commented that the

In addition to the Plat Notes recommended by K.Friese, the following Plat Notes were discussed:

- a) Plat Notes specifying impervious cover per lot directly correlates to the prescribed drainage ordinances.
- b) The impervious cover for the entire 5.03 acres is limited to 30%.
- c) Any road built on the 5.03 acres shall count against the impervious cover.

Chair Davenport read an email from Vice-Chair Johns voicing concerns on the Plat.

During consideration and discussion, per the City Attorney, the voting options for the Commission are to: Approve; Approve with Conditions; or Deny.

The Commission went into Executive Session at 9:00PM.

The Commission came out of Executive Session at 9:25PM.

No action was taken in Executive Session.

Chair Davenport moved to make a motion to make the recommendation to City Council to approve the recommendation as set forth in the Planning and Zoning Commission Final Replat of the subdivision document provided by Brandon, from K.Friese, listing Plat Notes numbers 1-5, the additional three(3) Plat Notes and addressing the dually claimed ownership of the sliver of land referenced as "the Krueger property" as the claim affects the impervious cover of the property. Commissioner Robertson claimed the motion; Commissioner Sonnier seconded the motion.

Commissioner Sonnier amended the main motion to have the developer hire a city engineering firm to perform a traffic study or analysis that is directed by our city engineering firm and present the information to Council as Council considers this Plat.

A roll call vote was held on the amended motion.

Voting Yea: Commissioner Sonnier, Chair Davenport

Voting Nay: Commissioner Robertson

The motion passed: 2-1-0.

A roll call vote was held on the main motion.

Voting Yea: Commissioner Sonnier, Chair Davenport

Voting Nay: Commissioner Robertson

The motion passed: 2-1-0.

**ADJOURN**

Chair Davenport adjourned the meeting at 9:34PM.

A handwritten signature in black ink, appearing to read 'Andy Davenport', written over a horizontal line.

**Andy Davenport, Chairperson**

A handwritten signature in blue ink, appearing to read 'Suzanne Mac Kenzie', written over a horizontal line.

**Suzanne Mac Kenzie, City Secretary**