

**Lavon Planning & Zoning Commission
Meeting & Public Hearing**



January 25, 2011

I. MEETING CALLED TO ORDER AT 7:14 P.M. BY CHAIRMAN SMITH

Members Present:	Seat Two	David Barnhart
	Seat Four	Bill Bonney
	Chairman	Trey Smith
Members Absent:	Seat One	Ernest Cody
	Seat Five	Peter Hacking
Staff Present:	City Secretary	Linda Ardis
Council Present:	Deborah Nabors	

II. CHAIRMAN SMITH TO LEAD THE COMMISSION AND VISITORS IN THE PLEDGE OF ALLEGIANCE

Chairman Smith led the P&Z Commission in the Pledge of Allegiance.

III. INVOCATION

Chairman Smith led the Invocation.

IV. ITEMS OF INTEREST/P&Z COMMISSIONS COMMUNICATIONS

Members of Planning & Zoning Commission have the opportunity to notify others of community events, functions and other activities. There will also be an opportunity to briefly comment on P&Z Commission business, City operations, projects and other items coming before the Planning & Zoning Commission.

Commissioner Barnhart told the Commission that the second Lavon Area Chamber of Commerce Banquet will be held Saturday, February 26, 2011 at the Swingin' "D" Ranch. The cost is \$30 per person or \$240 for a table of 8. The event will include an auction, speaker, a nice dinner and several different awards will be handed out. Commissioner Barnhart told the Commissioners that Deborah Nabors had been elected the new President of the Lavon Area Chamber of Commerce.

CONSENT AGENDA

A. Planning & Zoning Commission to consider and act on approval of the Consent Agenda:

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1. November 23, 2010 Planning & Zoning Commission Meeting Minutes*

Motion: Commissioner Bonney "I move we accept the minutes as written with the exception of changing Item "III" to read Bonney instead of Barnhart."

Second: Commissioner Barnhart

In Favor: Commissioner Barnhart, Chairman Smith and Commissioner Bonney

Opposed: None

Abstained: None

Motion: Passed

VI. PUBLIC RECOGNITION

None

VII. CITIZENS' COMMENTS

Citizens, who wish to address the Commission, may discuss matters not on the agenda and who have not previously expressed to the Commission or City Hall a desire to discuss such matters. The only response from the Commission can be to request these items to be placed on a future agenda for action.

None

VIII. PUBLIC HEARING

A. Public Hearing to receive public comment on a request to annex property consisting of 0.86 acres being the northern most part of 2.58 acres located in Block 2 Tracts 4 and 28, William H. Moore Survey and being located near the intersection of Hwy. 78/ Hwy. 205.

1. Chairman Smith to open Public Hearing.

Chairman Smith opened the Public Hearing at 7:19 p.m.

2. Chairman Smith to open floor to public comment.

Chairman Smith opened the floor to public comment at 7:19 p.m.

3. Chairman Smith to close floor to public comment.

Chairman Smith closed the floor to public comment at 7:19 p.m.

4. Chairman Smith to close Public Hearing.

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Chairman Smith closed the Public Hearing at 7:19 p.m.

IX. ITEMS FOR DISCUSSION

- A. P & Z discussion surrounding American Planning Association Membership. (Nabors)

Council Member Nabors passed out information explaining the mission, vision and values of the APA. She told the Commissioners that the APA would be a good reference source for planning and development. The P & Z Commission now has a membership. Chairman Smith will share the ID and password with the other Commissioners.

X. ITEMS FOR CONSIDERATION AND ACTION

- A. Planning & Zoning Commission to Consider and Act on a recommendation concerning changing Section 2.7.2 Amenities of Heritage "PD" Planned Development District Lavon PD No. 1 District Regulations. (Smith)

Motion: Commissioner Bonney "I move we accept the recommendation on Item X "A" to change Section 2.7.2 Amenities of Heritage "PD" Planned Development District Lavon PD No. 1 District Regulations to amend it to read from 250 to 350."

Second: Commissioner Barnhart

In Favor: Commissioner Barnhart, Chairman Smith and Commissioner Bonney

Opposed: None

Abstained: None

Motion: Passed

Commissioner Barnhart asked that a notation be submitted with the letter of recommendation to the City Council stating that the P & Z Commission does recommend the increase from 250 to 350. However, it should be noted that the P & Z Commission were unable to obtain information from the developer that outlined precisely what we will end up with in the way of an Amenities Center. Council Member Nabors helped with the wording of the notation.

- B. Planning & Zoning Commission to Consider and Act on the Chair's Selection for the Vice-Chair position. (Jones)

Chairman Smith nominated Commissioner David Barnhart for the Vice-Chair position. He accepted the nomination.

Motion: Commissioner Bonney "I move we approve the nomination.

Second: Commissioner Barnhart

In Favor: Commissioner Barnhart, Chairman Smith and Commissioner Bonney

Opposed: None

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Abstained: None

Motion: Passed

C. Planning & Zoning Commission to Consider and Act on the Style Guide. (Bonney)

The Planning & Zoning Commission discussed Style Guide changes.

Motion: Commissioner Bonney "I move we accept the Design & Style Guide for the Comprehensive Plan as amended under Document Storage where it relates to the Draft Footer Example. Change the second paragraph to read "A water mark will be used on the draft document to readily identify it as a draft copy. Once finale, the water mark "Draft" is to be removed."

Second: Commissioner Barnhart

In Favor: Commissioner Barnhart, Chairman Smith and Commissioner Bonney

Opposed: None

Abstained: None

Motion: Passed

D. Planning & Zoning Commission to consider and act on formalizing methods of Communication. (Hacking)

Commissioner Hacking was absent from the meeting. Chairman Smith said he would get in touch with him and get a copy of the changes made during the November meeting.

Motion: Commissioner Bonney "I move we table this item."

Second: Commissioner Barnhart

In Favor: Commissioner Barnhart, Chairman Smith and Commissioner Bonney

Opposed: None

Abstained: None

Motion: Passed

E. P & Z Commission to discuss Comprehensive Plan. (Smith)

The Commissioners discussed the elements that had been turned in to the City Council as drafts. They are now approved and need to be moved to Section 1.0 to be finalized. The following items will be finalized: Introduction, Application & Function, History and the Vision Element. Housing and Neighborhood Planning will stay in the Draft stages for review. Commissioner Bonney will be incorporating the finalized documents into the Master Document.

XI. SETTING FUTURE MEETINGS AND AGENDAS

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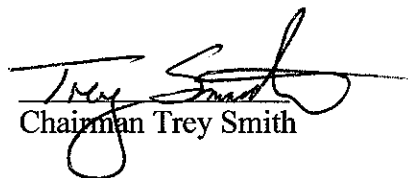
Planning & Zoning Commission members and staff may request items to be placed on a future agenda or request a special meeting be called. Each request that passes by a majority vote will be placed on the schedule by the City Secretary.

1. Consider and Act formalizing Methods of Communication (Hacking/Smith)
2. Consider and Act on Comprehensive Plan. (Smith)

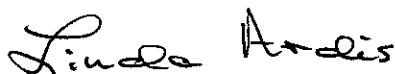
XII. COMMISSIONER SMITH TO ADJOURN THE LAVON PLANNING & ZONING COMMISSION MEETING

Commissioner Smith adjourned the meeting at 8:24 p.m.

Duly passed and approved on this 26th day of April, 2011.


Chairman Trey Smith

Attest:


Linda Ardis, City Secretary