



**MINUTES
NOVEMBER 28, 2017
LAVON PLANNING & ZONING COMMISSION
LAVON CITY HALL, 120 SCHOOL RD., LAVON, TX
REGULAR MEETING – WORK SESSION**

1. CHAIRMAN ROSENQUIST CALLED THE MEETING TO ORDER AT 7:02 P.M. WITH A QUORUM PRESENT.

ATTENDING: DEBORAH NABORS, SEAT TWO, VICE CHAIR
CYNTHIA COKER, SEAT THREE
TOM ORMSBY, SEAT FOUR
DAVID ROSENQUIST, SEAT FIVE CHAIRMAN, PRESIDING
VICKI SANSON, EX OFFICIO, COUNCIL LIAISON

ABSENT: BRAD TIEGS, SEAT ONE

2. CHAIRMAN ROSENQUIST LED THE RECITATION OF THE PLEDGE OF ALLEGIANCE AND DELIVERED AN INVOCATION.

3. ITEMS OF INTEREST/ COMMUNICATIONS.

Annual Christmas Tree Lighting is December 2, 2017 at 6:00 p.m.
Christmas Party for City Council, Boards and staff is December 19, 2017 at 6:30 p.m.

4. CITIZENS COMMENTS

There were no citizen comments.

5. ITEMS FOR CONSIDERATION

A. Discussion and action regarding the Minutes of the August 22, 2017 Meeting.

MOTION: APPROVE THE MINUTES OF THE AUGUST 22, 2017 MEETING.

MOTION MADE: NABORS

SECONDED: COKER

APPROVED: UNANIMOUS, Absent: TIEGS

B. Discussion and action regarding the application of Pat Atkins, K.P.A. Consulting, Inc., for a Preliminary Plat of a 38.62 acre tract of land situated in the Drury Anglin Survey, Abstract No. 2, City of Lavon, Collin County Texas, and being: a part of a called 38.42 acre tract land described in deed to Belinda Collier, recorded as Instrument No. 20130605000772120 (DRCCT); all of a called 4.74 acre tract of land (out of said 38.42 acres) described in deed to Belinda Collier recorded as Instrument No. 20130605000772100 (DRCCT) and all of a called 10.00 acre tract of land described in deed to Belinda Collier, recorded as Instrument No. 20130605000772130 (DRCCT), generally located southwest of the intersection of FM 2755 and CR 483, such property generally referenced as Lavon Farms.

City Administrator Kim Dobbs provided information relating to the proposed preliminary plat and identified minor changes from the approved concept plan made in response to staff review comments. Ms. Dobbs advised that the developer's engineer had complied with all review comments, confirmed that the developer will install a concrete trail in the western boundary open space and along FM 2755 and noted that the city's consulting sewer engineer is in the process of calculating estimated financial participation for the development to connect to the existing system.

Todd Wintters, Engineering Concepts & Design, L.P., provided information regarding the traffic study, flood study and phasing plans and answered Commission questions regarding layout, street configuration and traffic distribution. Ms. Dobbs advised that the developer commitment to fund a per-lot fee for improvements to CR 483 will be included in a facilities agreement with the final plat.

MOTION: APPROVE THE PRELIMINARY PLAT OF A 38.62 ACRE TRACT OF LAND SITUATED IN THE DRURY ANGLIN SURVEY, ABSTRACT NO. 2, CITY OF LAVON, COLLIN COUNTY TEXAS, AND BEING: A PART OF A CALLED 38.42 ACRE TRACT LAND DESCRIBED IN DEED TO BELINDA COLLIER, RECORDED AS INSTRUMENT NO. 20130605000772120 (DRCCT); ALL OF A CALLED 4.74 ACRE TRACT OF LAND (OUT OF SAID 38.42 ACRES) DESCRIBED IN DEED TO BELINDA COLLIER RECORDED AS INSTRUMENT NO. 20130605000772100 (DRCCT) AND ALL OF A CALLED 10.00 ACRE TRACT OF LAND DESCRIBED IN DEED TO BELINDA COLLIER, RECORDED AS INSTRUMENT NO. 20130605000772130 (DRCCT), GENERALLY LOCATED SOUTHWEST OF THE INTERSECTION OF FM 2755 AND CR 483, SUCH PROPERTY GENERALLY REFERENCED AS LAVON FARMS.

MOTION MADE: NABORS
SECONDED: ORMSBY
APPROVED: UNANIMOUS, Absent: TIEGS

6. WORK SESSION

Discussion regarding recommendations relating to an update of the City's development regulations including the Zoning Ordinance, Comprehensive Plan, and Regulations pertaining to site plan, storm water, land use and design, parking, signs, nonconforming uses, and specific use permits and other property development regulations – Pam Mundo, AICP, Mundo and Associates, Inc.

Mr. Rosenquist opened the work session and reviewed the process to date. Ms. Dobbs described the draft provided to the Commission and expressed appreciation to Pam Mundo, Mundo and Associates and Patricia Adams, Messer, Rockefeller and Fort, PLLC from the City Attorney's office. Ms. Mundo and Ms. Adams confirmed they had reviewed the draft and approved for discussion.

Notes to the draft:

- Add "City" before Council and "Planning & Zoning" before Commission where referenced.
- Correct a typo on pg 39
- Confirm 4.1.4.5 Home Occupation to be limited to two employees, Section B.4.
- Limit Bed & Breakfasts of any sort to be permitted with a conditional use permit in the Main Street District only
- Change Special to Specific Use Permit in Wind-Powered Systems
- Create USE Table
- Update Comprehensive Plan as needed
- Update the proposed Zoning Map to reflect the proposed update
- As a separate project, research solar panel regulations

7. SET FUTURE MEETINGS AND AGENDAS

- Cancel the regular meeting set for December 26, 2017.
- If possible to complete all of the items listed, proceed to a work session prior to the next regular session to review the updates and conduct a public hearing on January 23, 2018.

8. CHAIRMAN ROSENQUIST ADJOURNED THE MEETING AT 8:21 P.M.

DULY PASSED AND APPROVED on this 30th day of January, 2018.



David Rosenquist, Chair

Attest:



Kim Dobbs
City Administrator | City Secretary