



**MINUTES OF REGULAR SESSION
PLANNING & ZONING COMMISSION
MEETING FOR THE TOWN OF CROSS ROADS
LOCATION: 1401 FM 424, CROSS ROADS, TX 76227
TUESDAY, MARCH 4, 2014
7:00 PM**

1. Call to Order - 7:02 p.m.

Attendee Name	Title	Status	Arrived
Wes Moore	Chair	Present	
Tom Clark	Commissioner	Present	
John Lynn	Commissioner	Present	
David Meek	Commissioner	Absent	
Bill Sheehy	Commissioner	Present	

2. Citizens Input for Items ON the Agenda

Complete a Citizens Input form and hand to the Town Secretary. Please limit your comments to three minutes in duration; you are restricted from passing your time or any portion of unused minutes to another citizen for comment.

No presentations were made.

3. Consider and take appropriate action regarding the January 7, 2014 Planning and Zoning Commission Meeting Minutes.

Motion made by Commissioner Clark, seconded by Commissioner Sheehy, to approve the January 7, 2014 Meeting Minutes as presented. Motion carried unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Tom Clark, Commissioner
SECONDER:	Bill Sheehy, Commissioner
AYES:	Sheehy, Lynn, Moore, Clark
ABSENT:	Meek

Chair Moore convened into Public Hearing at 7:05 p.m.

CONVENE INTO PUBLIC HEARING

4. Conduct a Public Hearing to hear Public Input regarding a proposed Zoning Change from C2 Commercial to Residential Single Family; subject property being located at 2201 South Highway 377, Cross Roads, Texas.

No Public Input.

5. Conduct Public Hearing to hear citizen input regarding proposed changes to the Town of Cross Roads Code of Ordinances Section 14.03.008 Architectural Guidelines.

No Public Input.

Chair Moore reconvened into Regular Session at 7:06 p.m.

RECONVENE INTO REGULAR SESSION

- 6. Consider and make recommendation to the Town of Cross Roads' Town Council regarding a Proposed Zoning Change from C2 Commercial to Single Family Residential; subject property being located at 2201 South Highway 377, Cross Roads, Texas.

Motion made by Commissioner Lynn, seconded by Commissioner Clark, to recommend approval of the proposed Zoning Change from C2 Commercial to Single Family Residential; subject property being 2201 South Highway 777. Motion carried unanimously.

RESULT:	RECOMMEND APPROVAL TO TOWN COUNCIL [UNANIMOUS]
MOVER:	John Lynn, Commissioner
SECONDER:	Tom Clark, Commissioner
AYES:	Sheehy, Lynn, Moore, Clark
ABSENT:	Meek

- 7. Consider and make recommendation to the Town of Cross Roads' Town Council regarding Preliminary Plat Application #2014-0114-01PP for subject property being Oak Bluff Addition, Lots 1, 2 and 3, Block A.

Motion made by Commissioner Lynn, seconded by Commissioner Sheehy, to recommend approval of Preliminary Plat Application #2104-0114--01PP for property being Oak Bluff Addition, Lots 1, 2, and 3, Block A. Motion carried unanimously.

RESULT:	RECOMMEND APPROVAL TO TOWN COUNCIL [UNANIMOUS]
MOVER:	John Lynn, Commissioner
SECONDER:	Bill Sheehy, Commissioner
AYES:	Sheehy, Lynn, Moore, Clark
ABSENT:	Meek

- 8. Consider and make recommendation to the Town of Cross Roads' Town Council regarding Preliminary Plat Application #2014-0203-01PP; subject property being located at the Northeast Corner of Fishtrap and Dr. Sanders Road, Cross Roads, Texas.

Motion made by Commissioner Lynn, seconded by Commissioner Clark, to recommend approval of Preliminary Plat Application #2014-0203-01PP; subject property being located at the Northeast Corner of Fishtrap and Dr. Sanders Road, contingent upon one of the following: 1) Project has Sanitary Sewer, 2) Pavement is 32 feet wide, 3) 50 feet ROW with utilities outside the ROW, and 4) an executed ETJ Agreement with the Town of Providence. Motion carried 3-0-1 with Commissioners Moore, Sheehy, and Lynn voting for and Commissioner Clark voting against.

RESULT:	RECOMMEND APPROVAL TO TOWN COUNCIL WITH STIPULATIONS [3 TO 1]
MOVER:	John Lynn, Commissioner
SECONDER:	Bill Sheehy, Commissioner
AYES:	Sheehy, Lynn, Moore
NAYS:	Clark
ABSENT:	Meek

- 9. Consider and make recommendation to the Town of Cross Roads' Town Council regarding Replat Application 2014-0128-03RP; subject property being Lot 2, Block A Cross Roads CVS Addition. Request is to divide existing lot into two lots for development.

Motion made by Commissioner Lynn, seconded by Commissioner Clark to recommend approval of Replat Application # 2014-0128-03RP; subject property being Lot 2, Block A Cross Roads CVS Addition. Motion carried unanimously.

RESULT:	RECOMMEND APPROVAL TO TOWN COUNCIL [UNANIMOUS]
SECONDER:	John Lynn, Tom Clark
AYES:	Sheehy, Lynn, Moore, Clark
ABSENT:	Meek

- 10. Consider and make recommendation to the Town of Cross Roads' Town Council regarding Technical Site Plan Application #2014-0128-02SP; subject property being Lot 2, Block A Cross Roads CVS Addition.

Motion made by Commissioner Lynn, seconded by Commissioner Sheehy, to recommend approval of Technical Site Plan Application #2014-0128-03SP; subject property being Lot 2, Block A Cross Roads CVS Addition. Motion carried unanimously.

RESULT:	RECOMMEND APPROVAL TO TOWN COUNCIL [UNANIMOUS]
MOVER:	John Lynn, Commissioner
SECONDER:	Bill Sheehy, Commissioner
AYES:	Sheehy, Lynn, Moore, Clark
ABSENT:	Meek

- 11. Consider and make recommendation to the Town of Cross Roads' Town Council regarding Landscape Plan Application #2014-0128-04LP; subject property being Lot 2, Block A Cross Roads CVS Addition.

Motion made by Commissioner Lynn, seconded by Commissioner Clark, to recommend approval of Landscape Plan Application #2014-0128-03LP; subject property being Lot 2, Block A Cross Roads CVS Addition, with the addition of the required amount of trees on the east side. Motion carried unanimously.

RESULT:	RECOMMEND APPROVAL TO TOWN COUNCIL WITH STIPULATIONS [UNANIMOUS]
MOVER:	John Lynn, Commissioner
SECONDER:	Tom Clark, Commissioner
AYES:	Sheehy, Lynn, Moore, Clark
ABSENT:	Meek

12. Consider and make recommendation to the Town of Cross Roads' Town Council regarding Civil Plans Application #2014-0128-05CIVIL; subject property being Lot 2, Block A Cross Roads CVS Addition.

Motion made by Commissioner Lynn, seconded by Commissioner Sheehy, to recommend approval of Civil Plans Application # 2014-0128-05CIVIL; subject property being Lot 2, Block A Cross Roads CVS Addition, contingent upon resolving the Town Engineer's issues prior to the March 17, 2014 Town Council Meeting and approval of Mustang Special Utility District. Motion carried unanimously.

RESULT:	RECOMMEND APPROVAL TO TOWN COUNCIL WITH STIPULATIONS [UNANIMOUS]
MOVER:	John Lynn, Commissioner
SECONDER:	Bill Sheehy, Commissioner
AYES:	Sheehy, Lynn, Moore, Clark
ABSENT:	Meek

13. Consider and make recommendation to the Town of Cross Roads' Town Council regarding Commercial Building Application #2014-0128-01COM; subject property being Lot 2, Block A Cross Roads CVS Addition.

Motion made by Commissioner Lynn, seconded by Commissioner Sheehy, to recommend approval of Commercial Building Application #2014-0128-01COM; subject property being Lot 2, Block A, Cross Roads CVS Addition, with the understanding that the applicant meet with the Architectural Review Committee to come to a resolution and obtain the Committee's recommendation of approval and that the Building Official receive required documents for review and approval prior to the March 17, 2014 Town Council Meeting. Motion carried unanimously.

RESULT:	RECOMMEND APPROVAL TO TOWN COUNCIL WITH STIPULATIONS [UNANIMOUS]
MOVER:	John Lynn, Commissioner
SECONDER:	Bill Sheehy, Commissioner
AYES:	Sheehy, Lynn, Moore, Clark
ABSENT:	Meek

14. Consider and make recommendation to the Town of Cross Roads' Town Council regarding proposed changes to the Town of Cross Roads' Code of Ordinances Section 14.03.008 Architectural Guidelines.

Motion made by Commissioner Lynn, seconded by Commissioner Sheehy, to recommend approval of the proposed changes to the Town of Cross Roads' Code of Ordinances Section 14.03.008 Architectural Guidelines with the following changes to Figure 1. Rating Points by adding (Note: Mandatory requirements are for 85% masonry) and removing Brick and adding Cast:

Group II (Note: Mandatory requirements are for 85% masonry)

1-3 Cast stone Use of cast stone for at least 40% of facade (exclusive of doors and windows). A weathered wood facade may be used with a specific approval of the ACC.

RESULT:	RECOMMEND APPROVAL TO TOWN COUNCIL [UNANIMOUS]
MOVER:	John Lynn, Commissioner
SECONDER:	Bill Sheehy, Commissioner
AYES:	Sheehy, Lynn, Moore, Clark
ABSENT:	Meek

15. Citizens Input for Items NOT on the Agenda

Complete a Citizens Input form and hand to the Town Secretary. Please limit your comments to three minutes in duration; you are restricted from passing your time or any portion of unused minutes on to another citizen for comment. The Planning and Zoning Commission is restricted from discussing or taking action on items not posted on the agenda. Action on your statement may only be taken at a future meeting.

No Citizens Input.

16. Planning & Zoning Commission requests for Future Agenda Items

No Planning & Zoning Commission deliberation or discussion may take place during this agenda item.

No future agenda items added.

17. Future Events and Meetings

All scheduled meetings are held in the Council Chambers. All citizens are invited to participate; schedule may change.

- *Planning & Zoning Commission Meeting - Tuesday, March 4, 2014 at 7:00 PM*
- *Park Board Committee Meeting - Tuesday, March 4, 2014 at 7:00 PM*
- *Municipal Development District Workshop - Wednesday, March 5, 2014 at 6:00 PM*
- *NEPD Commission Workshop - Thursday, March 6, 2014 at 7:00 PM*
- *Coffee with the Mayor - Saturday, March 8, 2014 at 9:00 AM*
- *Comprehensive Planning Committee - Wednesday, March 12, 2014*
- *Town Council Meeting - Monday, March 17, 2014 at 7:00 PM*
- *NEPD Commission Meeting - Thursday, March 20, 2014 at 7:00 PM*
- *American Cleanup / Don't Mess with Texas Trash Off - March 29, 2014*

Chair Moore listed the future events and meetings.

ADJOURN

Motion made by Commissioner Lynn, seconded by Commissioner Sheehy, to adjourn. Meeting adjourned at 8:25 pm.


 Shannon DePrater, TRMC, Town Secretary
 Town of Cross Roads, Texas


 Wes Moore, Planning & Zoning Chair
 Town of Cross Roads, Texas