



450 Thunder Head Lane • P.O. Box 1150 • Annetta, Texas 76008 • (817) 441-5770

## Planning and Zoning Commission Meeting Minutes

The Town of Annetta Planning and Zoning Commission met on Thursday, October 8, 2020, at 7:00 p.m. in the Annetta Town Hall at 450 Thunder Head Lane.

### **I. Statement of Rules of Proceedings:**

The rules for the conduct of tonight's meeting are to ensure fairness to all persons interested in speaking either about general planning matters or a specific item. Anyone wishing to address the Commission regarding an item on this agenda is asked to complete a "Request to Address the Commission" form available on the credenza. Please turn them in to the Secretary of the Planning and Zoning Commission prior to the meeting. All persons turning in a form will have the opportunity to speak (subject to a time period as specified by the Planning and Zoning Commission Chairman). Please limit your comments to new and relevant factual information. Persons wishing to make a general comment not addressing a particular agenda item are invited to do so at this time.

### **II. Call to order:**

*Chairperson Traci Fambrough called the meeting to order at 7:06 p.m., after City Secretary Jamee Long acting as moderator of the meeting, read the procedures for participation using remote technology.*

### **III. Pledge of Allegiance/Invocation of Prayer.**

*Commissioners Mike Herring led the pledge and J.D. Davis gave the invocation.*

### **IV. Roll call/Quorum check.**

*A quorum check revealed that Commissioners Guy Wilson (Place 1), Mike Herring (Place 2), J.D. Davis (Place 3), Traci Fambrough (Place 5) were all present. Lee Ancona (Alternate 2) filled in for Place 4. Steven Wood (Place 4), and Steve Barron (Alternate 1), were not present.*

### **V. Public Comments:**

In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is posted on the agenda, the Planning and Zoning Commissioners may not discuss the subject but may respond only with a statement of fact or of existing city policy or may agree to place the item on the agenda of a future meeting of the Commission. The Chairman of the Planning and Zoning Commission may place a reasonable time limit on each presentation.

*No public comments were made.*

**VI. Approval of Minutes:**

Consideration and approval of minutes of the Planning and Zoning Commission meetings of the Town of Annetta held on August 13, 2020.

*J. D. Davis moved to approve the minutes from the September 10 and 17, 2020 regular and special public meetings as recorded, Mike Herring seconded the motion, with all aye. Motion passed unanimously.*

**VII. Workshop Discussion:**

- a. Discussion on subdivision platting in Texas.

*Craig Farmer, Consulting City Planner with the firm City Hall Essentials, gave a presentation about the mechanics of the ordinance document. The objective is for the Town of Annetta to make sure that its ordinances meet new State of Texas statute requirements. He did a detailed review of Town of Annetta Ordinance 192 and will be drawing up a new document that he will submit to the Town with updates.*

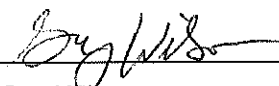
- b. Update and discussion on proposed amendments to the zoning ordinance.

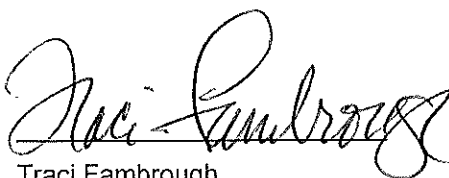
*Discussed utilization of proposed amendments to the zoning ordinance. Mr. Farmer said the current Town of Annetta Ordinance 192 has site plan requirements included. He proposes for them to be moved along with additional information added about small changes to plats to another ordinance for better clarification. He also recommended the Town add new residential zoning districts, but that work should be done after the ordinances are updated.*

**VIII. Adjournment:**

*Chairperson Traci Fambrough adjourned the meeting at 8:15 p.m.*

These minutes were approved on the 12<sup>th</sup> of November, 2020.

  
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Guy Wilson  
Secretary

  
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Traci Fambrough  
Chairperson