



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, May 9, 2024, 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.

### II. Call to order:

*Lee Ancona Commissioner Place 3 acting as chairperson called the meeting to order at 7:05 p.m.*

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

*Commissioners Lee Anacona led the pledge, and Mike Herring gave the invocation.*

### IV. Roll call/Quorum check.

*A quorum check revealed that Commissioners Guy Wilson (Place 1), Mike Herring (Place 2), Lee Ancona (Place 3), were present. Stephen Barron (Place 4), Traci Fambrough (Place 5), and James Falconer (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*

### VI. Approval of Minutes:

Consideration and approval of minutes of the Planning and Zoning Commission meeting of the Town of Annetta held on February 8, 2024.

*Mike Herring motioned that the meeting minutes be approved, Guy Wilson 2<sup>nd</sup> the motion, with all aye approve.*

**VII. New Business:**

- a. Update regarding minor plat of Lot 1, Block 1, Tucker Park Trail, more commonly known as 15 Spring Creek Drive.

*Update was presented for information only.*

*Public hearing opened at 7:09 p.m.*

- b. **Public hearing on Town of Annetta zoning change:** Recommendation to Town Council for change from R-1 Residential to R-1 Residential with a Special Use Permit (SUP) to allow an accessory dwelling unit to be constructed on the same lot as the main dwelling unit. The accessory dwelling unit to be used by a person or persons related to occupants of the main dwelling unit. The property is located at 99 Viannah Drive on 5.350 acres, not platted as Abst. 1994, Survey: I & G N R R CO, TR:, BLK:, SURV: I & G N R R CO, Town of Annetta, Parker County, Texas.

*Shawn Sandefur, 99 Vainnah Dr. spoke about his need for a permit and that he was unaware that it was needed prior to construction. He has already put the structure in and was told by contractors that permitting was not needed. They have been waiting for 4 months now to complete their project due to the delayed approval process. He now has come before the commission to get his permit approved. Craig Farmer with C.H.E. spoke about the permit request. Guy Wilson commented that the city needs a better process to help citizens know when permits are needed than relying upon outside contractors.*

*Public hearing closed at 7:20 p.m.*

*Mike Herring moved that the permit be allowed and to approve the permit. Guy Wilson 2<sup>nd</sup> motion, all aye approved.*

**VIII. Workshop Discussion:**

- a. Workshop on zoning ordinance.

*Craig Farmer with C.H.E. spoke to the commission about 4 needed changes to the city zoning ordinance. He covered topics in the ordinance that need the commission to have further discussion. The appropriateness of the wording and clarification for some additional items are needed in the ordinance. The commission will continue to review and discuss the items that need to be addressed.*

**VIII. Adjournment:**


*Acting Chairperson Lee Anacona adjourned the meeting at 8:03 p.m.*

These minutes were approved on June 13, 2024.



Guy Wilson

Secretary



Lee Anacona

Acting Chairperson