

**MINUTES
FAIRVIEW, TEXAS
PLANNING AND ZONING COMMISSION
THURSDAY, NOVEMBER 9, 2017**

The Planning and Zoning Commission met in regular session on Thursday, November 9, 2017 at 372 Town Place, Fairview, Texas. Commissioners present were Chairman Sim Israeloff, Vice Chairman Pat Friend as well as Commissioners Gregg Custer, Scott Almy, Ricardo Doi and Glenn Carlin. Commissioner John Cox was absent.

Staff members present were Planning Manager, Israel Roberts; Town Engineer, James Chancellor and Town Secretary, Liz Cappon.

1. Call to order.

Chairman Israeloff called the meeting to order at 7:01 p.m. and declared a quorum present.

2. Consider and take action regarding the minutes of the October 12, 2017 meeting.

Commissioner Almy made a motion to approve the October 12, 2017 minutes. Commissioner Carlin seconded the motion and the motion was unanimously approved.

3. Conduct a public hearing, consider and take action on a request for text amendment to the (CPDD) Commercial Planned Development District regarding lighting requirements and temporary concrete batch plants. Applicant: The Town of Fairview. (ZT2017-01).

Mr. Roberts gave a presentation on a text amendment to the Commercial Planned Development District (CPDD) regarding temporary concrete batch plants. Mr. Chancellor gave a presentation on a text amendment to the Commercial Planned Development District (CPDD) regarding lighting requirements.

The Commission discussed the text amendments with Mr. Chancellor and Mr. Roberts.

Chairman Israeloff opened the public hearing. There were no speakers. Chairman Israeloff closed the public hearing.

Vice Chairman Friend made a motion to approve a text amendment to Commercial Planned Development District (CPDD) regarding temporary concrete batch plants. Commissioner Almy seconded the motion and the motion was unanimously approved.

Vice Chairman Friend made a motion to approve a text amendment to Commercial Planned Development District (CPDD) regarding lighting requirements. Commissioner Doi seconded the motion and the motion was unanimously approved.

4. Conduct a public hearing, consider and take action on a request for a major warrant for a temporary batch plant. The site is located at the southeast corner of County Club Road and Highway 5 and is zoned for the (CPDD) Commercial Planned

Development District with the Urban Transition sub-district. Applicant: GRBK Frisco LLC. (MW2017-02).

Mr. Roberts stated that this item needed to be removed from the agenda as the notices sent out to adjacent properties were misdated. Mr. Roberts stated that it would be resubmitted for the December 14, 2017 meeting of the Planning and Zoning Commission.

5. Consider, discuss and take necessary action regarding the approval process.

Mr. Roberts discussed the current planning approval process with the Commission.

6. Consider, discuss and take necessary action regarding a policy for absentee applicants.

Mr. Roberts discussed the absentee applicant procedures and potential policies with the Commission.

Mr. Roberts discussed with the Town Attorney and found that if a text amendment is adopted it would have to be enforced in all cases regardless of the Commission's discretion.

Decided upon an informal policy

7. The Planning and Zoning Commission acting as the Tree Board under Ordinance No. 2009-5-5C will consider and take action regarding the Town's annual Tree City USA Recertification Application.

Mr. Chancellor gave an overview regarding the Town's annual Tree City USA Recertification Application. He stated the Town has met the four standards established by the Arbor Day Foundation in order to receive the Tree City USA designation with the final standard being approval by the Tree Board of the recertification application.

Mr. Chancellor stated that to be certified the Town has to meet a minimum amount spent on tree care, set by the Texas Forestry Service at \$2 per capita. Mr. Chancellor added that the Town spent \$33,384 on tree care last year, which is more than that minimum.

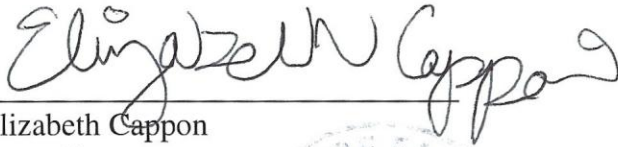
Commissioner Doi and Mr. Chancellor discussed tree placement locations in the Town.

Commissioner Doi made a motion to approve the town's annual Tree City USA Recertification Application. Commissioner Almy seconded the motion and the motion was unanimously approved.

8. Adjourn.

Chairman Israeloff adjourned the commission from the meeting at 8:22 p.m.

Respectfully submitted,



Elizabeth Cappon
Town Secretary



Sim Israeloff, Chairman
Planning and Zoning Commission

