

## PLANNING COMMISSION

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**CALL TO ORDER:** Chairman J.E. "Mac" McFarlin called the meeting to order at 6:00 p.m.

**PLEDGE:** Chairman McFarlin led the Pledge of Allegiance to the Flag of the United States of America.

**ROLL CALL:** Lorena Ruiz called roll. **Present:** McFarlin, Dreiling, Cammack, Jones, and Robertson.

**OTHERS PRESENT:** Steve Timms, Planning Manager  
Karen Stevens, Deputy City Attorney  
Paul Workman, Planner  
Caitlin Hasenbalg-Long, Planner  
Robin Kerns, Planner  
Lorena Ruiz, Administrative Specialist

For the record, alternate commissioners Sonia Montano and Harvest Thomas were present in the audience.

**MINUTES:** Commissioner Jones was not present at the October 1, 2013 meeting; therefore, he abstained from voting for the approval of the meeting minutes.

Commissioner Cammack made a motion to approve the minutes of the October 1, 2013 meeting. Commissioner Robertson seconded the motion.

Voice Vote: All Voting Affirmative

**CASES:** The Planning Commission proceeded with the public hearing.  
*Case proceedings continued on the following pages.*

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**Z-885-13 (I-2 zoning for the property located at 8600 Verbena Street.) and S-564-13 (A consolidation plat in order to create a lot and block legal description and dedicate public right-of-way.):** Ms. Stevens introduced the cases and asked that the record reflect that the files contained the relevant notice and publication information. She stated that the cases would be presented together.

Mr. Workman reviewed the staff reports and presentation. He stated that the Development Review Team determined the requests contained in the applications met the approval criteria. Therefore, the DRT recommended that the Planning Commission forward both requests to the City Council with favorable recommendations. In response to a question by the Commission, Mr. Workman stated that positive feedback was received from adjacent property owners at a neighborhood meeting held by the applicant.

Mr. James Parent, applicant and owner of JBS Pipeline, was present to reply to questions on the request. Chairman McFarlin opened the hearing to the public. Noting that no person indicated a desire to testify, he closed the hearing and requested two separate motions.

**Motion For Z-885-13:**

Commissioner Jones made the following motion “I move that the Planning Commission enter a finding that the requested zone change for the property located at **8600 Verbena Street** contained in case **Z-885-13** meets the criteria of the Land Development Code and based upon such finding, recommend that the City Council **approve** the zone change.” Commissioner Cammack seconded the motion.

McFarlin	Yes	
Dreiling	Yes	
Cammack	Yes	
Jones	Yes	
Robertson	Yes	5 Yes

Motion passed.

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**Motion For S-564-13:**

Commissioner Robertson made the following motion “I move that the Planning Commission enter a finding that the requested consolidation plat for the property located at 8600 Verbena Street contained in case S-564-13 **meets** the criteria of the Land Development Code and based upon such finding, recommend that the City Council **approve** the consolidation plat.” Commissioner Cammack seconded the motion.

McFarlin	Yes	
Dreiling	Yes	
Cammack	Yes	
Jones	Yes	
Robertson	Yes	5 Yes

Motion passed.

**STAFF BUSINESS:**

Mr. Timms announced the next Planning Commission meeting date on Wednesday, December 4, 2013. He also wished everyone a happy Thanksgiving.

**ADJOURN:** There being no further business to discuss, Chairman McFarlin adjourned the meeting at 6:20 p.m.

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J.E. “Mac” McFarlin  
Chairman

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Lorena Ruiz,  
Administrative Specialist