

AUBREY, TEXAS

Planning and Zoning Commission
Meeting Minutes
Aubrey City Hall
107 S. Main St
Aubrey, TX 76227
April 19, 2023
6:00 PM



The workshop was called to order at 6:11 p.m.

Present: Sina Tidwell
Brittney Murray
Kyle Kennedy
Christal Johnson

Absent: Kim Brawner

Staff Present: City Secretary Jenny Huckabee, Director of Public Works and Development Leanne Wilson, City Planner Cate Ball (Plummer)

Also Present: Kolby Jones and Mike Holmes, with Allsup.

Invocation & Pledge of Allegiance: Commissioners Murray and Tidwell

Community Announcements: Commissioner Tidwell announced the Outer Loop Public Open House at the Library on May 18th.

Citizen Input: None

Agenda Items:

1. Consideration and action on a recommendation to the City Council regarding the Minor Plat of Lot 2 Block A of the Arnold Addition, 1.747 acres in the F. Trevino Survey, Abstract No. 1243, Denton County, Texas located on the east side of U.S. Highway 377 between E. Highmeadow Dr on the north and Redfearn Rd on the south, within the City of Aubrey.

Commissioner Johnson made a motion to approve the Minor Plat of Lot 2 Block A of the Arnold Addition, 1.747 acres in the F. Trevino Survey, Abstract No. 1243, Denton County, Texas located on the east side of U.S. Highway 377 between E. Highmeadow Dr on the north and Redfearn Rd on the south, within the City of Aubrey with the following conditions:

1. Per Article 2, Section 1.05b of the Subdivision Ordinance, submission of a tax certificate from the Denton County Tax Assessor Collector showing that all taxes have been paid on the subject property.
2. Per Article 11, Appendix B, Final Plat Checklist, the plat is missing required signatures and seals which need to be on the plat before the Mayor or the Public Works Director signs the plat.

Commissioner Kennedy seconded. Motion carried unanimously.

2. Consideration and action on a recommendation to the City Council regarding Site Plan approval of Lot 2 Block A of the Arnold Addition, 1.747 acres in the F. Trevino Survey, Abstract No. 1243, Denton County, Texas located on the east side of U.S. Highway 377 between E. Highmeadow Dr on the north and Redfearn Rd on the south, within the City of Aubrey.

Commissioner Murray made a motion to approve the Site Plan approval of Lot 2 Block A of the Arnold Addition, 1.747 acres in the F. Trevino Survey, Abstract No. 1243, Denton County, Texas located on the east side of U.S. Highway 377 between E. Highmeadow Dr on the north and Redfearn Rd on the south, within the City of Aubrey with the following recommendations from the planner:

The applicant is attempting to comply with the site plan and landscape requirements but there are items that do not comply with City requirements. Since the development of the site according to the plans provided requires coordination with other property owners and entities (Trouble Way extension, TxDOT drive entrances/exists, Redfearn improvements) City Staff will be working on a Development Agreement for this property. The Planner recommends conditional approval of the site plan for inclusion into a draft development agreement for review and approval by the Council and the applicant.

Additional conditions include:

1. Submission of the missing information noted above from Ch 14, Section 5.Q.4.a. and Section 23 G 7 (Landscape /Irrigation Plan Requirements)
2. The drainage plan needs to be approved by the City Engineer.
3. The utility plans need to include the removal of existing CoServ infrastructure.

Commissioner Johnson seconded. Motion carried unanimously.

3. Consideration and action on a recommendation to the City Council regarding board member applications for the Planning and Zoning Commission.

Commissioner Kennedy made a motion to recommend Donald Smith, Karen Skinner, and Candace Stone as members and Eric Anders and Chuck Fuller as Alternates. Commissioner Murray seconded. Motion carried unanimously.

4. Consideration and action on approval of the minutes for the March 9, 2023 Planning and Zoning Commission Meeting.

Commissioner Murray made a motion to approve the minutes for the March 9, 2023 Planning and Zoning Commission Meeting. Commissioner Johnson seconded. Motion carried unanimously.

The meeting was adjourned at 6:55 p.m.

PASSED and APPROVED by the Planning and Zoning Commission of the City of Aubrey, Texas this 11th day of May, 2023.



Christal Johnson, Commission Co-Chair



ATTEST: 

Jenny Huckabee, City Secretary