

# Planning and Zoning Commission Meeting Minutes

Aubrey City Hall  
107 S. Main St  
Aubrey, TX 76227  
July 13, 2023  
6:00 PM



**The meeting was called to order at 6:00 p.m.**

**Present:**           **Place 2** – Donald Smith  
                          **Place 5** – Candace Stone  
                          **Place 6** – Brittney Murray  
                          **Place 7** – Sina Tidwell (Chair)

**Absent:**            **Place 1** – Christal Johnson (Co-chair)  
                          **Place 3** – Karen Skinner  
                          **Place 4** – Kyle Kennedy  
                          **Alternate:** Eric Anders  
                          **Alternate:** Chuck Fuller

**Staff Present:** City Secretary Jenny Huckabee, Assistant City Secretary Christy Sayer, Director of Public Works and Development Leanne Wilson, Permit Coordinator Shanda Guffee, City Planner Cate Ball (Plummer), Attorney Cynthia Kirchoff, City Manager Charles Kreidler

**Invocation & Pledge of Allegiance:** Commissioner Tidwell

**Community Announcements:** None

**Citizen Input:** None

## **Agenda Items:**

1. Consider and make a recommendation to City Council regarding the Final Plat of High Country Phase 3, being 35.810 acres situated in the James Bridges Jr. Survey, Abstract no. 1243, Denton County, Texas located south and east of Ike Byron Rd; west of FM 2931 and the Weir Brother's' Pit, north of Silverado development and Frontier Parkway in the Aubrey Extraterritorial Jurisdiction.

**Miles Gascoigne, 4665 Running Branch Rd, spoke regarding the shift to the east and Ike Byron Road being an easement and not a road.**

**Commissioner Smith made a motion to approve the plat with the following conditions:**

1. **Per Article 2, Section 1.05b, the applicant shall provide a tax certificate from the Denton County Tax Assessor Collector showing that all taxes have been paid prior to recordation of the Final Plat.**
2. **Per Article 11, Appendix B, Final Plat Checklist, the plat is missing required signatures which is a recommended condition prior to the Mayor's signature of plat approval.**

3. **Per Chapter 10, Article 2, Section 1.05b(8) The applicant needs to provide confirmation from the utility providers that the locations and widths of the proposed utility easements are adequate for the utility (in reference to the UTRWD exclusive easement document.) Commissioner Murray seconded. Motion carried unanimously.**

2. Consideration and action on a recommendation to the City Council regarding the Nonresidential Site Plan for Pine Ridge Pavilion South, a 1.702 acre lot located at the southeast intersection of US 377 and Pine Ridge Road; west of the High School within the city limits of Aubrey, Texas.

**No action taken. Moved to the August meeting at the request of the developer.**

3. Hold a public hearing, consider and make a recommendation to City Council regarding the adoption of a zoning district classification of "PD" (Planned Development) District for agriculture, single-family residential and banquet hall uses on a 12.381-acre tract of land situated in the F. Trevino Survey, Abstract No. 1243, generally located on the north side of Spring Hill Road, west of the northern terminus of McNatt Road with the approximate address being 1657 Spring Hill Road.

**The public hearing was opened at 6:36 p.m. and closed at 6:39 p.m.**

**Commissioner Smith made a motion to approve the zoning district of PD for concept plan and development standards in staff report. Commissioner Murray seconded. Motion carried unanimously,**

4. Receive an update on a request for rezone of 6.01 acres of unplatted property out of the F. Trevino Survey, Abstract 1243, Tract 177 generally located east of 301 S. Magnolia and west of 210 S. U.S. 377 and between Plum St on the south and Demoye Ln on the north from MF-Multifamily District to C-Commercial District use within the City of Aubrey. (Tabled from May 11, 2023 meeting.)

**No action taken. Request withdrawn by applicant.**

5. Consideration and action on approval of the minutes for the May 11, 2023 Planning and Zoning Commission Meeting.

**Commissioner Smith made a motion to approve the minutes. Commissioner Murray seconded. Motion carried unanimously.**

**The meeting was adjourned at 6:42 p.m.**

**PASSED and APPROVED by the Planning and Zoning Commission of the City of Aubrey, Texas this 10th day of August, 2023.**



Sina Tidwell, Commission Chair



ATTEST:



Jenny Huckabee, City Secretary