

**MINUTES
FAIRVIEW, TEXAS
PLANNING AND ZONING COMMISSION
THURSDAY, APRIL 9, 2009**

Chairman Bill Wells called the meeting to order at 7:10 p.m. Commission members present were Darion Culbertson, Renee Powell, Paul Hendricks, Brayton Campbell and Tom Supan. Staff members present were Planning Director Alan Efrussy; Assistant to the Town Manager, Matt Donnell; Management Intern Shane Pettit and Town Secretary Michelle Lewis Sirianni. Commissioner Sylvia Hastedt was absent.

1. Consider and take action regarding the minutes of the March 26, 2009 Planning and Zoning Commission meeting

Commissioner Culbertson made a motion to approve the minutes of the March 26, 2009 meeting. Commissioner Powell seconded that motion and the motion was unanimously approved.

2. Conduct a public hearing and take action regarding a Revised Concept Plan for The Village At Fairview, located north of Stacy Road, east of US 75, west of State Highway 5, and south of Ridgeview Drive, within the Commercial Planned Development District (CPDD), Zone K.

Mr. Efrussy introduced this item stating that the consultants need additional time to address town requirements in regard to the next five items. Mr. Efrussy stated that town staff is requesting to table this item to April 23, 2009 so that the consultants can meet the requirements and town staff has sufficient time to review the plans.

Commissioner Powell made a motion to table the Revised Concept Plan for The Village At Fairview, located north of Stacy Road, east of US 75, west of State Highway 5, and south of Ridgeview Drive, within the Commercial Planned Development District (CPDD), Zone K to April 23, 2009. Commissioner Campbell seconded that motion and the motion was unanimously approved.

3. Conduct a public hearing and take action regarding a Revised Site Plan for The Village At Fairview, located north of Stacy Road, east of US 75, west of State Highway 5, and south of Ridgeview Drive, within the Commercial Planned Development District (CPDD), Zone K.

Mr. Efrussy introduced this item stating that the consultants need additional time to address town requirements. Mr. Efrussy stated that town staff is requesting to table this item to April 23, 2009 so that the consultants can meet the requirements and town staff has sufficient time to review the plans.

Commissioner Campbell made a motion to table the Revised Site Plan for The Village At Fairview, located north of Stacy Road, east of US 75, west of State Highway 5, and south of Ridgeview Drive, within the Commercial Planned Development District (CPDD), Zone K to April 23, 2009. Commissioner Powell seconded that motion and the motion was unanimously approved.

- 4. Conduct a public hearing and take action regarding a Concept Plan for the southeast development of the Village At Fairview, that includes a town hall and related parking, in addition to future conceptual retail/office/restaurant buildings, and related parking; generally located west of State Highway 5, north of Stacy Road, east of the planned Waterfront Way, and south of the planned Indian Springs Road.**

Mr. Efrussy introduced this item stating that the consultants need additional time to address town requirements. Mr. Efrussy stated that town staff is requesting to table this item to April 23, 2009 so that the consultants can meet the requirements and town staff has sufficient time to review the plans.

Commissioner Hendricks made a motion to table the Concept Plan for the southeast development of the Village At Fairview, that includes a town hall and related parking, in addition to future conceptual retail/office/restaurant buildings, and related parking; generally located west of State Highway 5, north of Stacy Road, east of the planned Waterfront Way, and south of the planned Indian Springs Road to April 23, 2009. Commissioner Campbell seconded that motion and the motion was unanimously approved.

- 5. Conduct a public hearing and taking action regarding a Site Plan for the southeast development of The Village At Fairview, that includes a town hall and related parking, generally located west of State Highway 5, north of Stacy Road, east of the planned Waterfront Way, and south of the planned Indian Springs Road.**

Mr. Efrussy introduced this item stating that the consultants need additional time to address town requirements. Mr. Efrussy stated that town staff is requesting to table this item to April 23, 2009 so that the consultants can meet the requirements and town staff has sufficient time to review the plans.

Commissioner Powell made a motion to table the Site Plan for the southeast development of The Village At Fairview, that includes a town hall and related parking, generally located west of State Highway 5, north of Stacy Road, east of the planned Waterfront Way, and south of the planned Indian Springs Road to April 23, 2009. Commissioner Hendricks seconded that motion and the motion was unanimously approved.

- 6. Conduct a public hearing and take action regarding a re-plat for the southeast development of The Village At Fairview, that includes a town hall and related parking, generally located west of State Highway 5, north of Stacy Road, east of the planned Waterfront Way, and south of the planned Indian Springs Road.**

Mr. Efrussy introduced this item stating that a replat requires a public hearing and prior to the meeting the staff notified the applicant that if they submitted a thirty day waiver letter prior to the meeting, that the re-plat could be tabled to the next scheduled commission meeting and if they did not submit a letter, then staff would recommend denying the plat without prejudice. Mr. Efrussy stated that town staff did receive a waiver letter, and therefore, staff recommends tabling this item to April 23, 2009.

Commissioner Campbell made a motion to table the re-plat for the southeast development of The Village At Fairview, that includes a town hall and related parking, generally located west of State Highway 5, north of Stacy Road, east of the planned Waterfront Way, and south of the planned Indian Springs Road to April 23, 2009. Commissioner Powell seconded that motion.

Commissioner Hendricks asked if the thirty day waiver letter was received prior to this meeting and significance of letter. Mr. Efrussy responded that the town staff did receive a letter prior to tonight's meeting and if any applicant regarding platting procedures does not submit a waiver letter, when thirty days expire prior to a municipalities action, then the municipality can recommend denial without prejudice. However, if no action is taken by a municipality within thirty days of a plat submittal, then the plat would be administratively approved; therefore, the letter waives this situation and keeps the town from recommending denial without prejudice.

The motion was unanimously approved.

- 7. Discussion regarding a potential convenience store, laundry and cleaning facility (self-service), and possible auto-related uses on property located at 5000 South Central Expressway, which is south of and adjacent to Ridgeview Drive, and east of and adjacent to the frontage road of US 75, within the Commercial Planned Development District (CPDD), Zone F.**

The applicant was not present. No discussion occurred.

8. Discussion and staff recommendation regarding conducting one Planning and Zoning Commission meeting per month.

Mr. Efrussy introduced this item stating that there has been a reduction in general development submissions during the last year and one-half. Mr. Efrussy also stated that the major staff initiated projects have been completed. He then stated that as a result, one meeting a month occurring on the second Thursday would allow time for developers/consultants to address requirements generated by the commission and/or staff, and staff does not believe that any current development submitted projects would be unnecessarily extended due to one meeting per month.

Commissioner Culbertson asked if the additional time frame was impediment to The Village At Fairview project and if the one meeting a month was due to seasonality. Mr. Donnell responded that it was not an impediment to the project and one meeting a month would be sufficient, but staff is flexible to go back to two meetings if necessary, but the one meeting a month will give time for staff to research projects. Mr. Efrussy commented that there is no uniform season regarding development activity, and that development activity depends on location, time and also the function of the business demand and other economic circumstances.

Commissioner Culbertson stated that he supports one meeting a month. Commissioners Hastedt and Powell agreed. Commissioner Supan stated that it seems practical to allow the workload to dictate how many meetings occur. Commissioner Hendricks stated that meeting once or twice a month was fine or as necessary to meet staff and development requirements and to avoid generating so many agenda items that a meeting might run late into the night. Commissioner Campbell stated that he believes that the level of focus and concentration for all parties concerned diminishes after 10 pm and so long as an agenda doesn't go too long where the commissioners cannot focus, then he agrees that one meeting a month is fine. Chairman Wells agreed with all comments made.

The consensus of the commission members was to establish one meeting a month starting in May, 2009, with the recognition that if necessary, we can re-establish two meetings per month, and even with one meeting per month, staff can request commission work sessions and/or special meetings as required.

9. Adjourn.

Chairman Wells adjourned the meeting at 7:30 p.m.

Respectfully submitted,

Michelle Lewis Sirianni
Michelle Lewis Sirianni
Town Secretary

ATTEST:

Billy Wells
Billy Wells, Chairman
Planning and Zoning Commission

