

**FAIRVIEW PLANNING AND ZONING COMMISSION
MEETING MINUTES
NOVEMBER 14, 2024**

The Planning and Zoning Commission met on November 14, 2024 at 7:00 PM at 372 Town Place, Fairview, Texas.

Commissioners present: Chair John Adler and Vice Chair Dennis Swingle, and Commissioners Ben Kuehne, Clay Medley, Lakin Works, and Willis White.

Commissioners absent: Commissioner Justin Kennedy

Staff present: Planning Manager, Israel Roberts; Town Engineer, James Chancellor; and Town Secretary, Joshua Stevenson.

1. Call to Order

Chair Adler called the meeting to order at 7:00 PM upon determining a quorum was present.

There were six (6) members of the public when the meeting was called to order.

2. Citizen's Comments (for Non-Public Hearing Items)

Chair Adler called for Citizen's Comments.

There were none when called for.

3. Action/Discussion Items

- a. Approve the minutes of the October 10, 2024, regular meeting of the Planning & Zoning Commission

Chair Adler called for the item.

The Commission passed the motion by Vice Chair Swingle, seconded by Commissioner Works, to approve the minutes of the October 10, 2024, regular meeting of the Planning & Zoning Commission in a vote of Yes 6, No 0, Abstained 0.

- b. Consider, discuss and take action on a request for approval of a Final Plat of the Bentley Addition. The 1.12-acre site is located at 350 Highway 5 and is zoned for the (CPDD) Commercial Planned Development District with the Urban Transition sub-district. Application: Casey McBroom, Cross Engineering representing owner Jonathan and Gail Bentley.

Chair Adler called for the item.

Mr. Roberts spoke regarding this item. Staff recommends approval.

The applicant spoke regarding this item.

The Commission, staff, and applicant had discussion regarding this item.

The Commission passed the motion by Vice Chair Swingle, seconded by Commissioner Works, to approve a Final Plat of the Bentley Addition in a vote of Yes 6, No 0, Abstained 0.

- c. 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.

Chair Adler called for the item.

Mr. Chancellor spoke regarding this item. Staff requests approval for the application.

The Commission and staff had discussion regarding this item.

The Commission passed the motion by Commissioner Medley, seconded by Vice Chair Swingle, to approve an application regarding the Town's Annual Tree City USA Recertification application in a vote of Yes 6, No 0, Abstained 0.

4. Public Hearings

- a. Hold a public hearing, consider, discuss and make a recommendation on a request for approval of a Conditional Use Permit (CUP) for an accessory structure. The 2.1-acre lot is located at 203 Dumont Ct. and is zoned for the (RE-1) One-acre Ranch Estate District. Applicant: Landon Day with MLD Custom Homes representing owners Scott and Susan Littlefield.

Chair Adler called for the item.

Mr. Roberts spoke regarding this item. Staff recommended approval.

The applicant spoke regarding this item.

The Commission and staff had discussion regarding this item.

Chair Adler opened the public hearing.

No one requested to speak.

Chair Adler closed the public hearing.

The Commission passed the motion by Vice Chair Swingle, seconded by Commissioner Medley, to approve a Conditional Use Permit (CUP) for an accessory structure located at 203 Dumont Ct. as presented in a vote of Yes 6, No 0, Abstained 0.

- b. Hold a public hearing, consider, discuss and make a recommendation on a request for approval of Major Warrants to accommodate revisions to existing billboards along US 75. The billboards are located within the (CPDD) Commercial Planned Development District with the Urban Village sub-district, generally on the east side of US 75, between Sloan Creek and Latham Drive and more specifically at the addresses listed below. Applicant: Stephen Thompson representing owner Jody Lawler of The Wayzata Trust.

Chair Adler called for the item.

Mr. Roberts spoke regarding this item. Staff recommended approval.

The Commission and staff had discussion regarding this item.

The applicant spoke regarding this item.

The Commission, staff, and the applicant had continued discussion regarding this item.

Chair Adler opened the public hearing.

No one requested to speak.

Chair Adler closed the public hearing.

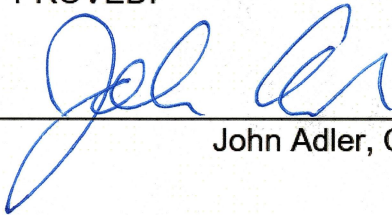
The Commission passed the motion by Commissioner Works, seconded by Commissioner Kuehne, to approve Major Warrants to accommodate revisions to existing billboards along US 75 as presented in a vote of Yes 6, No 0, Abstained 0.

5. Adjourn

Chair Adler adjourned the meeting at 7:38 PM.

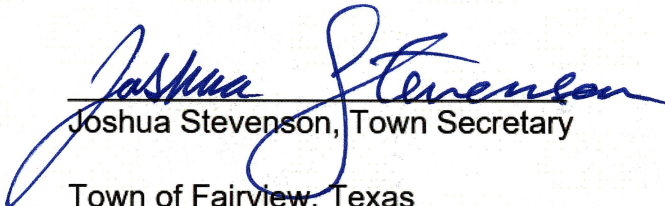
These minutes were approved by the Planning and Zoning Commission on December 12, 2024.

APPROVED:



John Adler, Chair

ATTEST:



Joshua Stevenson, Town Secretary
Town of Fairview, Texas