

**MINUTES
FAIRVIEW, TEXAS
PLANNING AND ZONING COMMISSION
THURSDAY, DECEMBER 12, 2019**

The Planning and Zoning Commission met in regular session on Thursday, December 12, 2019 at 372 Town Place, Fairview, Texas. Commissioners present were Chairman Gregg Custer; Vice-Chairman John Cox as well as Commissioners Eugene Borsattino, Richard Robison and Scott Almy. Commissioners Jeannette Grazioli and Geoff Sebastian were absent. Staff member present was Planning Manager, Israel Roberts; Town Engineer, James Chancellor; and Town Secretary, Tenitrus Bethel.

1. Call to Order

Chairman Custer called the meeting to order at 7:03 p.m. and declared a quorum present.

2. Consider and take action regarding November 14, 2019 minutes.

Commissioner Robison made a motion to approve the November 14, 2019 minutes. Commissioner Borsattino seconded the motion and the motion was approved unanimously.

3. Action/Discussion Items

- a. Consider, discuss and take necessary action on a request for approval of a Final Plat of the Field Manor Estates Addition. The four (4) lot, 6.0-acre site is located at the southeast corner of Stoddard Road and Country Club Road and is zoned for the (RE-1.5) One-and-one-half Acre Ranch Estate District. Owner/applicant: Joel Field.

Mr. Roberts gave a staff report on this item. He stated the in lieu of dedicated park land the applicant would pay the fee of \$11,969.00.

David Field, applicant representative, address the commissioner regarding the request.

Commissioner Borsattino inquired how the park dedication fee was calculated. Mr. Roberts discussed how the fee was calculated.

The Commission and staff had a general discussion related to this item.

Vice Chairman Cox made a motion to approve the final plat of the Field Manor Estates. Commissioner Borsattino seconded the motion and the motion was unanimously approved.

4. Public Hearings

- a. Conduct a public hearing, consider and make a recommendation on a request for approval of a Regulating Plan with Major Warrants for the development of an office building. The 8.72-acre site is generally located at the northwest corner of Murray Farm Road and Convention Drive and is zoned for the (CPDD) Commercial Planned Development District with the Urban Village Sub-district.

Applicant: Trey Braswell, Kimley-Horn and Associates representing Village FV LTD.

Mr. Roberts gave a staff report on this item. He reviewed minor and major warrants as it relates to the CPDD and the town center. He stated the applicant is requesting major warrants for site, block and design; signage and canopy reduction. He discussed the commercial district signage and building identification guidelines. He stated the applicant is requesting building identification signage for tenants with 17,500 sq. ft and larger; for a total of 6 building identification signs with no more than 2 on one side. He stated the applicant is also requesting a major warrant for a reduction in canopies along the west and north elevation; the east and south elevation requirements have been met. He discussed H.B. 2439 which prohibits cities from regulating building materials. He stated staff is recommending approval.

Applicant representatives, Trey Bardswell with Kimley Horn and Robert Evans with O'Brien Architects were present.

Commissioner Borsattino inquired about building signage for tenants.

The Commission, applicants and staff had an extended discussion related to building identification signage.

Commissioner Cox inquired about the parking and drainage.

The Commission, applicant and staff had an extended discussion related to lot size and drainage.

Chairman Custer opened the public hearing.

Leland Payne, 398 Park Village, inquired about site drainage. Mr. Chancellor addressed site drainage.

Cynthia Brugge, 960 Patrician Ct, inquired about potential tenants and site drainage. Mr. Chancellor addressed site drainage.

The Commission and applicant had a general discussion related to this item.

Cynthia Brugge, 960 Patrician Ct, inquired about the allotment of parking spaces.

The Commission and staff had a general discussion related to this item.

Leland Payne, 398 Park Village, inquired about additional building constructed on the site.

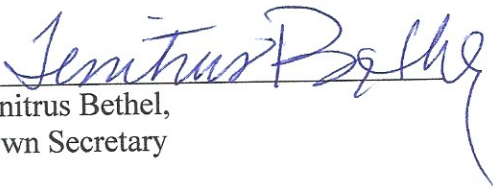
Chairman Custer closed the public hearing.

Commissioner Almy made a motion to approve the request for major warrants for the development of an office building located at the northwest corner of Murray Farm Road and Convention Drive with noted provisions. Commissioner Robison seconded the motion and the motion was approved unanimously.

5. Adjourn.

Chairman Custer adjourned the commission from the meeting at 8:07 p.m.

Respectfully submitted,


Tenitrus Bethel,
Town Secretary


Gregg Custer, Chairman
Planning and Zoning Commission

