MINUTES
PLANNING AND ZONING COMMISSION

The Planning and Zoning Commission of the City of Burkburnett, Texas, met in a Special Called Meeting on August 2, 2021, at 6:00 pm at City Hall-Council Chambers, 501 Sheppard Road, Burkburnett, Texas. The meeting was open to the public with notice given in compliance with the Open Meetings Act. The following Commission members were present:

- Paul Gerstner, Chairman
- Robert Jones, Alternate / Vice-Chairperson
- Mark Barefield, Commissioner
- Carla Walters, Commissioner
- Susie Hill, Commissioner
- Matt Patterson, Alternate

Richard Gordon, Economic Development Director and Margie Poole, City Clerk were also present.

ITEM 1. CALL MEETING TO ORDER

Chairperson Commissioner Gerstner called the meeting to order at 6:01 pm.

ITEM 2. Discuss and take any action necessary for approval of minutes from June 7, 2021.

Commissioner Jones made a motion to approve the minutes from June 7, 2021, seconded by Commissioner Walters. The Motion carried unanimously.

ITEM 3. PERSONAL/AUDIENCE COMMENTS

The Board invites citizens to speak on any topic. Please fill out a "Public Comments" form and submit the form before 8:00 am to Planning Director Sarah Culp. Public comments are limited to five (5) minutes with a possible two (2) minute extension following the approval by a majority vote of the Board. The Chairperson may adjust time limits to accommodate more or fewer speakers. Unless the item is specifically noted on this agenda, the Board is required under the Texas Open Meetings Act to limit its response to a statement of specific factual information or reciting the City's existing policy on that issue.

There were no public comments.

ITEM 4. Chairperson Gerstner closed the Regular Meeting and opened the Public Hearing at 6:02 pm for Case 2021-4: Carport Overlay District for the 100 Block of Terrace St. Burkburnett, TX.

There were no public comments.

ITEM 5. Chairperson Gerstner closed the Public Hearing and reopened the Regular Meeting at 6:02 pm to discuss and take any action necessary on Case 2021-4: Carport Overlay District for the 100 Block of Terrace St. Burkburnett, TX.

Vice Commissioner Jones made a motion to approve the Case 2021-4, seconded by Commissioner Walters. Motion carried unanimously.
ITEM 6. DIRECTOR OF PLANNING COMMENTS

- Move September meeting from Sept 6 (Labor Day) to another day or keep on Sept 6th.

Commissioner Jones mad a motion to move the September 6th meeting to September 13 due to a City Holiday. Seconded by Commissioner Walters. Motion Carried Unanimously.

ITEM 7. COMMISSIONERS' COMMENTS

ITEM 8. ADJOURNMENT

At 6:07 pm, Commissioner Walters made a motion to adjourn, seconded by Commissioner Hill. Motion carried unanimously.

ATTEST:

____________________________________
Paul Gerstner/ Chairman

____________________________________
Sarah Culp, Planning Director