

## AGENDA

Notice is hereby given of a meeting of the **Planning and Zoning Commission of Burkburnett** to be held on **Monday, April 1, at 6:00 p.m.** at the Chamber Room at City Hall, 501 Sheppard Road, Burkburnett, Texas, to consider the following agenda items. The Commission may discuss and take action on any item on this agenda. The Commission reserves the right to meet in a closed session on any agenda item should the need arise and, if applicable, pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

### **RIGHT TO ENTER INTO EXECUTIVE SESSION**

The Planning and Zoning Commission for the City of Burkburnett reserves the right to adjourn into executive session at any time during the course of this Meeting to discuss any matters listed on this agenda, as authorized by the Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).

### **PUBLIC COMMENTS ON AGENDA ITEMS**

All persons desiring to address a specific agenda item must submit a **"Public Comments"** form to Melinda Dyer, Director of Community Development, before the reading of the agenda item. Comments will be limited to three (3) minutes with a maximum of a two (2) minute extension following approval by a majority of the Commissioners.

### **ITEM 1. CALL MEETING TO ORDER**

### **ITEM 2. CONSENT AGENDA**

Approval of the revised minutes from November 6, 2023

Approval of the revised minutes from December 18, 2023

Approval of the minutes from February 6, 2024

### **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 6:00 p.m. to Melinda Dyer, Director of Community Development. 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.

### **ITEM 4. PUBLIC HEARING: Discuss the following cases:**

- A. Case 2024-02: Request for a Specific Use Permit for 7464 Roller Road to allow for an accessory dwelling unit.
- B. Case 2024-03: Request for a Specific Use Permit for 407 E 3<sup>rd</sup> Street to allow for climate-controlled and self-storage units.
- C. Amend Zoning Ordinance Number 589 to allow for Mixed-Use Development within the Commercial Business District.

- ITEM 5.** Discuss and take any action necessary regarding the following:
- A. Case 2024-02: Request for a Specific Use Permit for 7464 Roller Road to allow for an accessory dwelling unit.
  - B. Case 2024-03: Request for a Specific Use Permit for 407 E 3rd Street to allow for climate-controlled and self-storage units.
  - C. Amend Zoning Ordinance Number 589 to allow for Mixed-Use Development within the Commercial Business District.

**ITEM 6:** Discuss and take any action necessary regarding Case 2024-04: Request for site plan approval for property located at 720 East Third St, Burkburnett, Texas.

**ITEM 7. PLANNING DIRECTOR COMMENTS**

**ITEM 8. COMMISSIONERS' COMMENTS**

Pursuant to Government Code Section 551.0415, Commissioners may make a report about items of Community interest during a meeting of the governing body without having given notice of the report. Items of community interest include:

- Expressions of thanks, congratulations, or condolence;
- Information regarding holiday schedules;
- An honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of the person's public office of public employment is not an honorary or salutary recognition for purposes of this subdivision;
- A reminder about an upcoming event organized or sponsored by the governing body;
- Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and
- Announcements involving an imminent threat to the public health and safety of people in the municipality have arisen after the posting of the agenda.

**ITEM 9. ADJOURNMENT**

I, Nikki Tepfer, Deputy City Clerk, do hereby certify that I posted this agenda on the glass front door of the Burkburnett City Hall, facing the outside at 501 Sheppard Road on March 28, 2024 in compliance with the Open Meetings Act Chapter 551.



Nikki Tepfer, Deputy City Clerk

Posted 03/28/2024 @ 5:30 pm

This facility is wheelchair accessible, and accessible parking spaces are available. If any accommodations for a disability are required, please notify the City Clerk's Office at 940.569.2263 at least 72 hours before the meeting date. Concerning any item, the Commission may take various actions, including but not limited to rescheduling an item in its entirety or for particular action at a future date or time.

I certify that I removed the attached notice of the Planning & Zoning Commission Meeting from the glass front door of City Hall on the \_\_\_\_\_ day of \_\_\_\_\_ 2024 at \_\_\_\_\_.

\_\_\_\_\_ Title: \_\_\_\_\_