

AGENDA

Planning & Zoning
Commission Meeting
December 7, 2015
6:00 p.m. - City Hall
501 Sheppard Road
Burkburnett, Texas 76354

Item 1. Call meeting to order.

Item 2. Discuss and take any action necessary on approval of the minutes from September 17, 2015.

Item 3. Discuss and take any action necessary on site plan for Dandy Donuts.

Item 4. Chair to close regular meeting and open “Public Hearing” for the following Cases:

A. Amend Section 27.9 (page 82) of Zoning Ordinance #589 Section 27.11 (page 90) as follows:

Add Fireworks Sales to use chart (COMMERCIAL USES). Add “S” to the use chart to allow Fireworks Sales by Specific Use Provision in commercial business districts and industrial districts.

B. Case #2015-24, Specific Use Permit for 936 Cropper Rd. R, to allow for a Wrecker Service Impound Yard.

C. Case#2015-25, Specific Use Permit for 208 S. Red River Expressway vacant lot frontage, to allow for the seasonal business of Firework Sales/Stand.

Item 5. Chair to close “Public Hearing” and re-open the regular meeting.

Item 6. Discuss and take any action necessary on the following Cases:

A. Amend Section 27.9 (page 82) of Zoning Ordinance #589 Section 27.11 (page 90) as follows:

Add Fireworks Sales to use chart (COMMERCIAL USES). Add “S” to the use chart to allow Fireworks Sales by Specific Use Provision in commercial business districts and industrial districts.

B. Case #2015-24, Specific Use Permit for 936 Cropper Rd. R, to allow for a Wrecker Service Impound Yard.

C. Case#2015-25, Specific Use Permit for 208 S. Red River Expressway vacant lot frontage, to allow for the seasonal business of Firework Sales/Stand.

Item 7. Adjournment.

I, Janelle Dolan, City Clerk for the City of Burkburnett, Texas do certify that I posted this agenda on the front door of the City Hall facing the outside at 4:00 .p.m. on December 4, 2015 in compliance with the Open Meeting Act Chapter 551.



Janelle Dolan, City Clerk

Posted 12/4/2015 @ 4:00PM

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation or interpretive services must be made 48 hours prior to this meeting. Please contact the City Clerk's office at (940) 569-2263 for further information

MINUTES
PLANNING AND ZONING COMMISSION

The Planning and Zoning Commission of the City of Burkburnett, Texas met in a special called meeting on September 17, 2015 at 6:00 p.m. in the Council Chambers of the City Hall, 501 Sheppard Road, Burkburnett, Texas. The meeting was open to the public with notice being given in compliance with the Open Meeting Act. The following Commission members were present:

Tim Cornelius	Chairperson
John Erickson	Commissioner
Aaron King	Commissioner
Carla Walters	Commissioner

Commissioner Locklin was not present.

Others present: Gordon Smith, Director of Public Works and Janelle Dolan, City Clerk.

Item 1. Chairperson Tim Cornelius called the meeting to order.

Item 2. Motion was made by Commissioner Erickson seconded by Commissioner Walters to approve the minutes from August 11, 2015. Motion carried unanimously.

Item 3. Gordon Smith, Director of Public Works, addressed the Commissioners and stated the final plat was prepared by Corlett, Probst, & Boyd owners Mr. Wayne Methvin and Mr. Perry Hamilton owners of 609 Red River Expressway. The applicants are requesting the property 2.61 acres to be platted to allow them to proceed to the next steps in obtaining a building permit then a Certificate of Occupancy. Their proposed plans are to construct and operate a proposed 8,000 square foot facility to conduct the daily business of Automotive Repair “major”.

Motion was made by Commissioner King, seconded by Commissioner Walters to approve the final plat for Lot 1 Block 1, Burk Light Truck and Auto Addition, formerly known as 2.61 Acres out of the Red River Valley Lands, Block 8 (609 S. Red River Expressway). Motion carried unanimously.

Item 4. Mr. Smith addressed the Commissioners and stated an application was presented by Ronnie Kimberlin owner of property located at 914 W. Kramer Rd. This request is to plat the property into 2 lots. Mr. Smith stated the plat does meet dimension requirements for lot size and frontage and staff recommends approval. Discussion was held on some of the following issues: minimum square footage for a commercial lot; parking spaces; community accessibility for parking; drive up window; and propane tank and grease trap requirements.

The following addressed the Commissioners:
Cassie Burleson, 913-B Kramer

Motion was made by Commissioner Erickson to table action on final plat for Lots 1-B and 1-C Block 1, Janlee Town, (914 W. Kramer). Motion failed for lack of a second.

Motion was made by Commissioner Walters, seconded by Commissioner Erickson to table action on final plat for Lots 1-B and 1-C Block 1, Janlee Town, (914 W. Kramer) with the recommendation that City Staff do further research on the following: minimum square footage for a commercial lot; parking spaces; community accessibility for parking; drive up window; and propane tank and grease trap requirements. Motion carried unanimously.

Item 5. Chair Tim Cornelius closed the regular meeting at 6:34 p.m. and opened the Public Hearing for the following Cases:

- A. Case #2015-23, Specific Use Permit for Lot 1 Block 1, Burk Light Truck and Auto Addition, formerly known as 2.61 Acres out of the Red River Valley Lands, Block 8 to allow for an auto repair facility, (classification: major), (609 S. Red River Expressway).

Gordon Smith, addressed the Commissioners and stated a specific use application was presented by Mr. Wayne Methvin and Mr. Perry Hamilton owners of 609 Red River Expressway. The applicants are requesting a Specific Use Provision to construct and operate a proposed 8,000 square foot facility to conduct the daily business of Automotive Repair “major”. If approved the applicants will be able to operate an Automotive Repair business in the C/B Commercial Business District at the above location. Mr. Smith stated the site plan is included with the specific use application. Public Notices as required by the Zoning Ordinance were sent to all properties 200 feet adjacent to the proposed district.

The following addressed the Commissioners:
Wayne Methvin, 505 N. Hilltop

Item 6. Chair Tim Cornelius closed the Public Hearing at 6:50 p.m. and opened the regular meeting.

Item 7. Consider and act upon the following Cases:

- A. Case #2015-23, Specific Use Permit for Lot 1 Block 1, Burk Light Truck and Auto Addition, formerly known as 2.61 Acres out of the Red River Valley Lands, Block 8 to allow for an auto repair facility, (classification: major), (609 S. Red River Expressway).

Motion was made by Commissioner King, seconded by Commissioner Walters to approve the Specific Use Provision for Lot 1 Block 1, Burk Light Truck and Auto Addition, formerly known as 2.61 Acres out of the Red River Valley Lands, Block 8 to allow for an auto repair facility, (classification: major), (609 S. Red River Expressway). Motion carried unanimously.

Item 8. There being no further business the meeting was adjourned.

Tim Cornelius, Chair

ATTEST:

Gordon Smith, Director of Public Works



Planning and Zoning Agenda Memo

From: Gordon Smith, Director of Public Works

Date: 11/26/2015

Item: Discuss and take any action necessary on a Zoning Ordinance Amendment to add Fireworks sales to section 27.11 Commercial Uses.

Background

David Munsey, Owner of Rebel Fireworks LLC. presented a request to add Fireworks sales to the zoning ordinance.

Public Notices have been submitted as required by the Zoning Ordinance.

Options

- Recommend Approval to City Commission approval of adding fireworks sales to the zoning ordinance as presented.
- Recommend to City Commission Not Approving adding fireworks sales to the zoning ordinance as presented.

Staff Recommendation

Staff has no recommendation.

Attachments

N/A



Planning and Zoning Commission Agenda Memo

From: Gordon Smith, Director of Public Works

Date: November 26, 2015

Item: Specific Use Application: 936 Cropper Rd R.

Background

A specific use application was presented by Mr. Daniel Hill leaser of the property located at 936 Cropper Rd. R. The applicant is requesting a Certificate of Occupancy to conduct the daily business of Wrecker Service Impound Yard. The Owner of the property is Dude Smith and staff contacted Mr. Smith for verification of the request which he stated he was aware of the submitted request and authorized.

Public Notices as required by the Zoning Ordinance were sent to the proposed district and all properties 200 feet adjacent to the proposed district.

Zoning Ordinance

The request is listed in the tables and requires a specific use permit.

Comprehensive Plan

N/A

Subdivision Ordinance

N/A

Options

- Recommend Approval to City Commission the Specific Use Provision Application as presented.
- Recommend Not Approving to City Commission the Specific Use Provision Application as presented.

Staff Recommendation

Staff recommends approval of the specific use application on 936 Cropper Rd.

Attachments

- 1) Application
- 2) Site Plan

CITY OF BURKBURNETT
**SPECIFIC USE
APPLICATION**

OFFICE USE:

CASE NO. 2015-4

FEE PAID \$50.00

Property Address 936 Cropper Rd R

Legal Description _____

Tax Account No. 32058138485 Lot(s) 109645 Block _____ Section _____ Subdivision _____

Proposed Use Impound Yard for wrecker service

Present Use _____ Zoning _____

Property Platted ? [] Yes [] No

Applicant's Name Daniel Hill Daytime Phone # 940 636 7558

Mailing Address 300 E 7th
Burkburnett Zip 76354

I hereby certify that all information contained herein is true and correct; that I have been informed of the date and time that this request will be considered by the Planning and Zoning Commission; and that all required submissions (see reverse) have been provided.

Applicant's Signature Daniel Hill DATE 11-4-15

Owner's Signature Dude Smith DATE 11-4-15

- Note:
- Application must be submitted with a site plan.
 - See reverse side for instructions for site plan submission requirements.

Permit (To be completed by the Planning Department .)

A conditional use permit is hereby:

- [] Approved
[] Disapproved
[] Conditionally Approved (conditions attached) based on the Planning and Zoning Commission's action on _____

NOTE: A CONDITIONAL USE PERMIT IS VALID FOR 1 YEAR UNLESS A BUILDING PERMIT IS ISSUED AND CONSTRUCTION IS ON GOING.

City Planning Administrator

Date



CROPPER RD

130 ft.

20x30

Impound Yard

310 ft.

New chain-link fence and gate
In front

Existing gate

Office

Google earth

1995

Imagery Date: 7/12/2015 34°04'23.26" N 98°33'52.00" W elev 1041 ft eye alt 1928 ft

Map

Local Road Labels

- Local Roads
- Railroad
- Extra-territorial Jurisdiction
- City Limits
- Easements
- WCAD Tax Parcels
- Abstracts



Data displayed were gathered by the City of Burkburnett for municipal purposes. No guarantee is made regarding suitability for any other use or purpose.



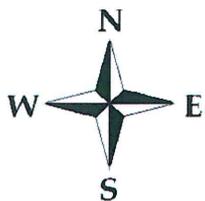
Map

Local Road Labels

-  Local Roads
-  Railroad
-  Agriculture
-  Commercial/Business
-  Industrial
-  Residential - 1
-  Residential (open) - 2
-  Single Family - 6 (6000 SF Lots)
-  Multi Family Residential
-  Extra-territorial Jurisdiction
-  City Limits
-  Easements
-  WCAD Tax Parcels
-  Abstracts



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Planning and Zoning Agenda Memo

From: Gordon Smith, Director of Public Works

Date: 11/26/2015

Item: Discuss and take any action necessary on a Specific Use Provision Application and Site Plan for 208 S Red River Expressway I-44 Vacant Lot Frontage. The applicant is requesting a Certificate of Occupancy to conduct the seasonal business of Fireworks Sales.

Background

David Munsey, Owner of Rebel Fireworks LLC, presented an application request for a Specific Use Provision (SUP) to place an enclosed trailer on a seasonal basis at 208 S. Red River Expressway Burkburnett Texas. The property is zoned Commercial Business and a Specific Use Provision is required for Fireworks Sales.

The enclosed trailer is 8 feet x 18 feet and will be located on the property per the proposed site plan on a seasonal basis. The owner of the property is Mike Shallenberger and has signed approval of the application

Public Notices have been submitted as required by the Zoning Ordinance.

Options

- Recommend Approval to City Commission the Specific Use Provision Application as presented.
- Recommend Not Approving to City Commission the Specific Use Provision Application as presented.

Staff Recommendation

Staff has no recommendation.

Attachments

- 1) Specific Use Application.
- 2) Site plan for seasonal use

CITY OF BURKBURNETT
SPECIFIC USE
APPLICATION

OFFICE USE:

CASE NO. 2015-25

FEE PAID \$50.00

Property Address _____

Legal Description 11998/Lot 3 Lot(s) _____ Block _____ Section _____ Streich Subdivision

Tax Account No. 3-20583-1951-1

Proposed Use Fireworks Stand / Sales

Present Use Vacant Commercial Lot Zoning Commercial

Property Platted? [] Yes [] No

Applicant's Name Rebel Fireworks LLC / David Muncey Daytime Phone # 940-842-7996

Mailing Address 931 Schmaker Rd Burkburnett TX
2085 RED RIVER Zip 76354

I hereby certify that all information contained herein is true and correct; that I have been informed of the date and time that this request will be considered by the Planning and Zoning Commission; and that all required submissions (see reverse) have been provided.

Applicant's Signature [Signature] DATE Nov 2, 2015

Owner's Signature [Signature] DATE Nov 2, 2015

- Note:
- Application must be submitted with a site plan.
 - See reverse side for instructions for site plan submission requirements.

Permit (To be completed by the Planning Department.)

A conditional use permit is hereby:

- [] Approved
- [] Disapproved
- [] Conditionally Approved (conditions attached) based on the Planning and Zoning Commission's action on _____.

NOTE: A CONDITIONAL USE PERMIT IS VALID FOR 1 YEAR UNLESS A BUILDING PERMIT IS ISSUED AND CONSTRUCTION IS ON GOING.

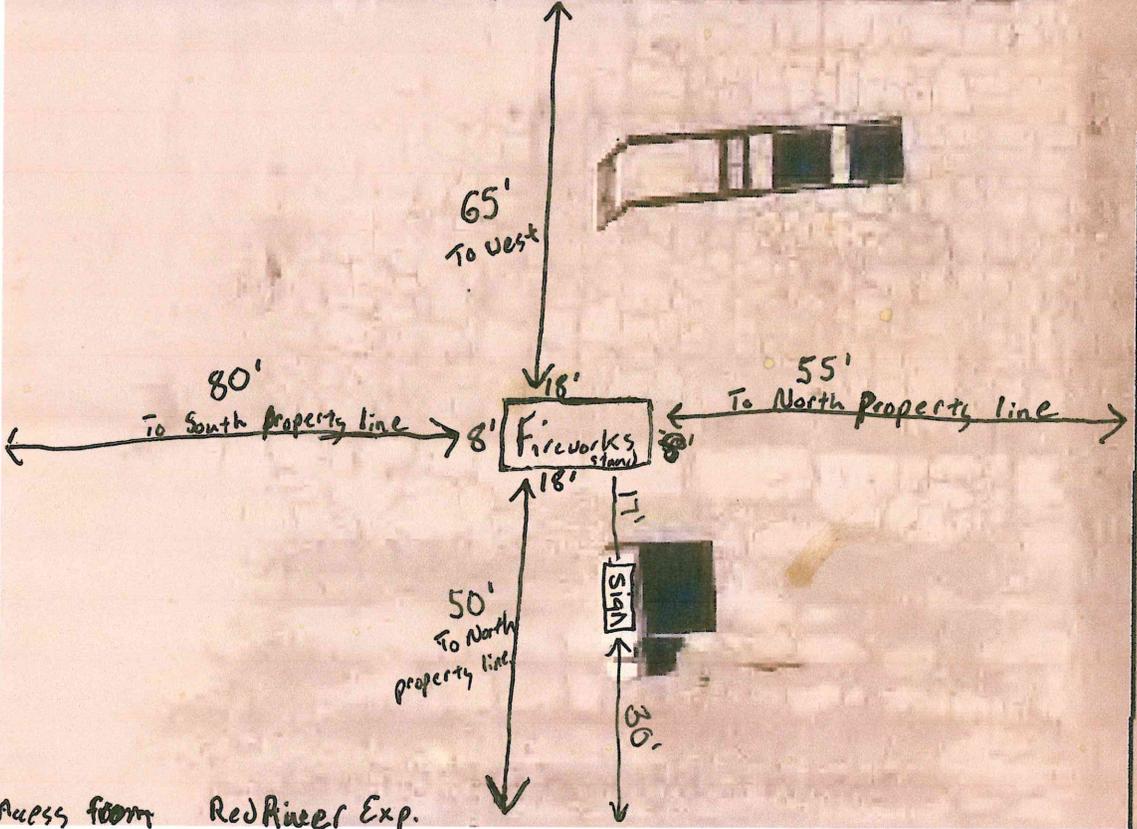
Director of Planning & Zoning

Date

Access S. Ok. Cut Off



Access from Glendale Ave.



Sign req. for ordinance restriction of fireworks will be in front of trailer on trailer