



## **City of Pattison**

**P.O. Box 223**

**Pattison, TX 77466**

**281-934-3715**

**Website: [www.pattison.texas.gov](http://www.pattison.texas.gov)**

### **Planning Commission Meeting Minutes: November 21, 2019**

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#### **I. Call Meeting to Order**

A regular meeting of the City of Pattison Planning Commission was called to order by Chair Rick MacDonald at 7:09 p.m. in the Royal ISD Administration Building, located at 3714 FM 359, Pattison, Texas 77466.

##### **Members Present:**

Chair Rick MacDonald, Vice Chair Heidi Gregory, Kenneth Coulter, Anissa McGowan and Dableena Banjeri

**Members Absent:** Lee Kosina

**Also, Present:** City Secretary, Christa Molloy; City Attorney, Lora Lenzsch

#### **II. Pledge of Allegiance**

Chair Rick MacDonald led the Pledge of Allegiance.

#### **III. Citizens Comments – No action can be taken:**

Citizens who desire to address the Planning Commission will be limited to Three (3) Minutes.

None

#### **IV. Declare Conflicts of Interest**

None

#### **V. Planning Commission to approve agenda.**

Chair Rick MacDonald asked for a motion to approve the agenda. Anissa McGowan motioned the Planning Commission agenda be approved as presented, seconded by Ken Coulter. The motion passed unanimously.

#### **VI. Consent Agenda**

Items listed under the consent agenda are considered routine and are generally enacted in one motion. There will be no separate discussion of these items unless a Planning Commission Member requests one or more items to be removed from consent agenda for a separate discussion and action.

##### **A. Consent and approval of Minutes from the October 17, 2019 regular meeting.**

Chair Rick MacDonald asked for a motion to approve the consent agenda. Anissa McGowan motioned the consent agenda be approved as presented, seconded by Heidi Gregory. The motion passed unanimously.

#### **VII. Business**

- 1. Planning Commission to discuss and take action, if any, on Manufactured Housing Ordinance # 123 to make a recommendation to City Council.**

Members sought clarification from the City Attorney on the difference between a Mobile Home Park and a Mobile Home Subdivision and Modular Homes. Discussion turned to



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the need to have a comprehensive plan for the City which outlines where the City would like to see residential, multi-residential and industrial areas. A comprehensive plan is not enforceable but used as a tool should the City want to pursue zoning. Chairman MacDonald asked Ken Coulter to research comprehensive plans of neighboring cities and present his findings to the members. Chairman MacDonald asked the members to review the Manufactured Housing ordinance and provide any feedback to the City Secretary by December 3<sup>rd</sup> so that he could compile the information and forward it to the City Attorney. Chairman MacDonald asked that all members funnel their communications through the City Secretary so that all Planning Commission communication would be appropriately archived.

2. Planning Commission to discuss and take action, if any, on the draft Subdivision Ordinance.

The City Attorney discussed the draft subdivision ordinance highlighting that the Planning Commission was procedural involved in the review of plats. The City Attorney pointed out that this ordinance focused on lot size, drainage, road width, off-street parking and driveway guidelines to name a few. All things that would control the type of development that would occur in the City.

Chairman MacDonald asked the members to review the draft Subdivision ordinance and provide comments to the City Secretary by December 3<sup>rd</sup> so that he again could compile the information to submit to the City Attorney.

3. Planning Commission to discuss and take action, if any, on the Preliminary Plat for the Bali De Plata Ranch and make recommendation(s) to City Council.

The members reviewed the plat requesting that the property be turned into 3 residential lots of approximately 10 acres each. The City Engineer approved the plat request except for a variance request for the right of way being 60 feet instead of the required 70 feet. The City Attorney was consulted and advised the Planning Commission members that they do not approve plats but review them and recommend or not recommend them to the City Council.

Chairman MacDonald sought a motion on this item. Ken Coulter moved that the Planning Commission members recommend denying the finalization of the plat because the 60-foot right of way does not comply with the current subdivision ordinance. The motion was seconded by Heidi Gregory. The motion passed unanimously.

4. Request from Planning Commission members for future agenda items
  - a) January 16, 2020 – Livable Centers and Texas Scenic Communities Certification Programs Presentations

The City Secretary shared that the Houston Galveston Area Council would be coming to the January 16, 2020 meeting to make a presentation on the Livable Center program. A second presentation will also be provided by the Texas Scenic



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Communities Program. These two organizations may be able to assist the Planning Commission with their actions moving forward in creating a comprehensive plan. Plans call for invitations to other local leaders and members of the Pattison City Council to attend the presentations as well.

**VIII. Adjourn meeting**

Chair MacDonald adjourned the meeting at 8:54 p.m.

**Chair, Rick MacDonald**

**Attest:**

**City Secretary, Christa M. Molloy**