

**MINUTES OF THE WORK SESSION AND REGULAR MEETING
OF THE PLANNING & ZONING COMMISSION
OF THE CITY OF ROWLETT, TEXAS, HELD IN THE CITY HALL ANNEX
4004 MAIN STREET, AT 6:30 P.M., OCTOBER 10, 2017**

WORK SESSION

PRESENT: Chairman James Moseley, Commissioners Lisa Estevez, Stephen Ritchey, Kevin Moore, Mark Engen, Alternates John Cote, Willie Nowell, Jr.

ABSENT: Vice Chairman Thomas Finney, Commissioner Caleb Baucom, Alternate Wendy Bigony

STAFF PRESENT: Planning Manager Tony Felts, Assistant City Engineer Ty Thompson, Senior Planner Tara Bradley, Planner I Kameka Miller, Development Services Coordinator Susan Nix

i. Call to Order.

Vice Chairman James Moseley called the Work Session to order at 6:00 p.m.

ii. Introduction and administration of oaths of office of newly appointed and reappointed members and alternate members.

The newly appointed Alternate Members were introduced to the Planning and Zoning Commission and staff. The oath of office was administered to the newly appointed and reappointed members and alternates.

iii. Discuss and set a date for training for newly appointed alternate members.

There was brief discussion regarding possible training dates and it was decided training will be scheduled for November 1, 2017, in the City Hall Conference Room. The newly appointed alternate members and the Chairman are required, but all members are invited to attend.

iv. Election of a Chair and Vice-Chair for the 2017-18 term.

Vice Chairman Moseley opened the floor for nominations for a Chairman for the coming year.

Commissioner Kevin Moore made a motion to nominate Vice Chairman James Moseley for Chairman of the Planning and Zoning Commission. Lisa Estevez seconded the motion. The motion passed with a 7-0 vote.

**MINUTES OF THE WORK SESSION AND REGULAR MEETING
OF THE PLANNING & ZONING COMMISSION
OF THE CITY OF ROWLETT, TEXAS, HELD IN THE CITY HALL ANNEX
4004 MAIN STREET, AT 6:30 P.M., OCTOBER 10, 2017**

Chairman Moseley then opened the floor for nominations for a Vice Chairman for the coming year.

Commissioner Mark Engen made a motion to nominate Commissioner Thomas Finney for Vice Chairman of the Planning and Zoning Commission. Commissioner Kevin Moore seconded the motion. The motion passed with a 7-0 vote.

v. Discuss items on the regular agenda.

There was no discussion of items for the regular agenda.

vi. Adjourn.

Vice Chairman James Moseley adjourned the Work Session at 6:14 p.m.

REGULAR SESSION

PRESENT: Chairman James Moseley, Commissioners Lisa Estevez, Stephen Ritchey, Kevin Moore, Mark Engen, Alternates John Cote, Willie Nowell, Jr.

ABSENT: Vice Chairman Thomas Finney, Commissioner Caleb Baucom, Alternate Wendy Bigony

STAFF PRESENT: Planning Manager Tony Felts, Assistant City Engineer Ty Thompson, Senior Planner Tara Bradley, Planner I Kameka Miller, Development Services Coordinator Susan Nix

A. CALL TO ORDER

Chairman James Moseley called the Regular Meeting to order at 6:30 p.m.

1. Update Report from Staff.

Planning Manager Tony Felts mentioned that Mark Engen and Caleb Baucom are now full Commissioners and welcomed the two new alternates, John Cote and Willie Nowell, Jr.

B. CONSENT AGENDA

**MINUTES OF THE WORK SESSION AND REGULAR MEETING
OF THE PLANNING & ZONING COMMISSION
OF THE CITY OF ROWLETT, TEXAS, HELD IN THE CITY HALL ANNEX
4004 MAIN STREET, AT 6:30 P.M., OCTOBER 10, 2017**

1. Minutes of the Planning and Zoning Commission Meeting of September 12, 2017.

Commissioner Kevin Moore made a motion to approve the Consent Agenda. Commissioner Lisa Estevez seconded the motion. The motion passed with a 6-0 vote. Alternate John Cote abstained from the vote.

C. ITEMS FOR INDIVIDUAL CONSIDERATION

1. Consider and make a recommendation on a Tree Survey Preservation Plan and associated Tree Removal Permit request for 24 Hour Fitness, located at 5505 Rowlett Road, further described as being all of Lot 7, Block A, Briarwood Armstrong Addition, City of Rowlett, Dallas County, Texas.

Planning Manager Tony Felts presented a location map and Tree Survey Preservation Plan. He also presented the mitigation plan the applicant is proposing. He stated this item will be brought back to Planning and Zoning Commission for consideration of the Development Plan due to the size of the building. Staff recommends approval of the Tree Survey Preservation Plan and Tree Removal Permit.

There were questions from the Commission regarding the power lines, easements, and location of trees.

Eren Ulusoy, Bowman Construction - Applicant, came forward and introduced himself and briefly described the project and the request.

Commissioner Lisa Estevez made a motion to approve. Commissioner Mark Engen seconded the motion. The motion passed with a 7-0 vote.

D. ADJOURNMENT

Chairman James Moseley adjourned the meeting at 6:40 p.m.


Chairman


Secretary