

**MINUTES OF THE WORK SESSION AND REGULAR MEETING
OF THE PLANNING & ZONING COMMISSION
OF THE CITY OF ROWLETT, TEXAS, HELD IN THE CITY COUNCIL CHAMBERS
4000 MAIN STREET, AT 6:30 P.M., NOVEMBER 14, 2017**

WORK SESSION

PRESENT: Chairman James Moseley, Vice Chairman Thomas Finney, Commissioners Lisa Estevez, Kevin Moore, Stephen Ritchey, Mark Engen, Caleb Baucom, Alternate Wendy Bigony, John Cote.

ABSENT: Alternate Willie Nowell, Jr.

STAFF PRESENT: Community Services Manager Maria Martinez, Urban Design Manager Daniel Acevedo, Assistant City Engineer Ty Thompson, Senior Planner Tara Bradley, Planner I Kameka Miller, Development Services Coordinator Susan Nix

i. Call to Order.

Chairman James Moseley called the Work Session to order at 6:15 p.m.

ii. Discuss items on the regular agenda.

There was some discussion regarding the issuance of temporary CO's.

Chairman James Mosely reminded the Commissioners the deadline to RSVP for the Rowlett Volunteer Banquet is this Friday. He briefly explained the reason for the banquet and said if possible please try to attend.

iii. Adjourn.

Chairman James Moseley adjourned the Work Session at 6:19 p.m.

REGULAR SESSION

PRESENT: Chairman James Moseley, Vice Chairman Thomas Finney, Commissioners Lisa Estevez, Kevin Moore, Stephen Ritchey, Mark Engen, Caleb Baucom, Alternate Wendy Bigony, John Cote.

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Note: Neither of the alternate members present participated in voting.

A. CALL TO ORDER

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

1. Update Report from Staff.

Community Services Manager Maria Martinez announced that Senior Planner Patricia Roberts was no longer with the City. She said we are currently in the recruitment process to find a replacement for this position. She also reminded the Commission that City offices will be closed November 23rd and 24th to celebrate the Thanksgiving holiday.

B. CONSENT AGENDA

1. Minutes of the Planning and Zoning Commission Meeting of October 24, 2017.

Commissioner Kevin Moore made a motion to approve the Consent Agenda. Commissioner Lisa Estevez seconded the motion. The motion passed with a 5-0 vote. Commissioners Stephen Ritchey and Mark Engen abstained from the vote.

C. ITEMS FOR INDIVIDUAL CONSIDERATION

1. Conduct a public hearing and consider and take action on a Final Plat for the Village of Rowlett, located at 3900 and 3908 Main Street, further described as being a 11.54 +/- acres of land out of the William Crabtree Survey, Abstract Number 347, and a replat of Lot 2 and a portion of Lot 1, Block A, Municipal Complex Addition, and also lot 3R-1AR, Block A, Municipal Complex Amended Addition, City of Rowlett, Dallas County, Texas.

Urban Design Manager Daniel Acevedo, presented the information for this item. Staff recommends approval of this item.

The public hearing was opened and closed with no speakers.

There was no discussion amongst the Commission.

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

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D. ADJOURNMENT

Chairman James Moseley adjourned the meeting at 6:35 p.m.



Chairman



Secretary

