

Scott Shelburne, Chairman
Anne Sundquist, Vice Chairman
Josh Jakubik, Secretary
Holly Knee
Tom Mayhew
Robert Barker III



City Administrator, Don Doering
City Attorney, Leonard Schneider
City Engineer, Tim Robertson
Baxter & Woodman, Mike Kurzy
Interim City Secretary, Christian Gable

MINUTES OF THE PLANNING & ZONING COMMISSION REGULAR MEETING – OCTOBER 19, 2023

A meeting of the Planning & Zoning Commission was held on October 19, 2023, beginning at 4:30pm in the Sewall Smith Council Chambers located at 18111 Buddy Riley Blvd., Magnolia, Texas 77354.

1. CALL TO ORDER

Chairman Scott Shelburne called the meeting to order at 4:30 pm.

a. INVOCATION

Tom Mayhew delivered the invocation.

b. PLEDGE OF ALLEGIANCE

Chairman Shelburne led the Pledge of Allegiance.

c. ROLL CALL AND CERTIFICATION OF QUORUM

Chairman Shelburne called roll and certified a quorum present with the following Planning & Zoning Commission members in attendance: Scott Shelburne, Holly Knee, Anne Sundquist, Tom Mayhew, and Robert Barker III.

Absent: Josh Jakubik

2. CONSENT AGENDA

This portion of the agenda consists of items considered to be routine and will be enacted by one motion unless separate discussion is requested by a Commission member or a citizen.

a. CONSIDERATION – APPROVAL OF MINUTES

Consideration and possible action to approve the minutes of the special meeting held September 21, 2023.

MOTION: Upon a motion to approve the Consent Agenda made by Robert Barker and seconded by Anne Sundquist, the Commission members voted, and the motion carried unanimously, 4-0.

3. CITIZENS COMMENTS, REQUESTS OR PETITIONS FROM THE PUBLIC

(This agenda item provides an opportunity for citizens to address the City Council on any matter not on the agenda).

Comments shall be limited to three (3) minutes per person. Comments by the governing body shall be limited to:

- a. *Statements of specific factual information given in response to an inquiry;*
- b. *A recitation of existing policy in response to an inquiry;*
- c. *A proposal to place the subject on a future agenda.*

None

4. ANNOUNCEMENTS

(Hear announcements concerning items of community interest from the Board Members of the Planning Commission and City Staff for which no action will be taken or discussed.

None

5. UPDATE ON CITY OF MAGNOLIA DEVELOPMENTS (Staff)

Planning Coordinator Christian Gable provided a spreadsheet of current development. Chairman Shelburne informed of development progress within Heritage Green: MOD Pizza and Wendy's are expected to open early November, Valvoline will begin construction within the next couple of weeks, and the final commercial tenant has signed their lease.

6. CONSIDERATION AND POSSIBLE ACTION TO APPROVE ESCONDIDO SANDRA DEE LANE SECTION 1, FINAL PLAT, +/- 1.925 ACRES

MOTION: Upon a motion to approve pending resolution of comments listed on the review letter dated September 22nd from Baxter & Woodman made by Tom Mayhew and seconded by Holly Knee, the Commission members voted, and the motion carried unanimously, 4-0.

7. CONSIDERATION AND POSSIBLE ACTION TO APPROVE ESCONDIDO GIRASOL STREET AND RESERVE, FINAL PLAT, +/- 13.384 ACRES

MOTION: Upon a motion to approve pending resolution of comments listed on the review letter dated September 22nd from Baxter & Woodman made by Tom Mayhew and seconded by Holly Knee, the Commission members voted, and the motion carried unanimously, 4-0.

8. CONSIDERATION AND POSSIBLE ACTION TO APPROVE SITE PLAN FOR MAGNOLIA VILLAGE PHASE 2

The commission members discussed that the comments listed on the review letter could impact the site plan and decided to table this item until comments are addressed by the applicant.

No action taken.

9. FUTURE AGENDA ITEMS

None

10. ADJOURN

MOTION: Upon a motion to adjourn made by Anne Sundquist and seconded by Robert Barker, the Commission members voted, the motion carried unanimously, and Chairman Shelburne adjourned the meeting at 4:44 pm.

Planning & Zoning Commission



Scott Shelburne, Chairman

CERTIFICATION

I certify this to be a true and correct copy of the minutes of the special meeting of the City of Magnolia Planning and Zoning Commission held on October 19, 2023.

ATTEST:



Christian Gable, Interim City Secretary

