

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
City Secretary, Christian Gable



**MINUTES OF THE PLANNING & ZONING COMMISSION
WORKSHOP & REGULAR MEETING – JANUARY 18, 2024**

A meeting of the Planning & Zoning Commission was held January 18, 2024, beginning at 4:00 pm in the Sewall Smith Council Chambers located at 18111 Buddy Riley Blvd., Magnolia, TX 77354.

WORKSHOP SESSION AGENDA

1. CALL WORKSHOP SESSION TO ORDER

Chairman Scott Shelburne called the Workshop Session to order at 4:00 pm.

2. 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, Anne Sundquist, Josh Jakubik, and Robert Barker III.

Absent: Tom Mayhew, Holly Knee

3. WORKSHOP SESSION

- a. Presentation for Myrtle Springs Retail by Newman Development Corp.
Charlie Head with Newman Development, Thomas De Froy with Identity Architects, Corey Oppenheim with CB Capital, and Eric Rogers with Kimley-Horn presented the proposed project.

- b. Discussion

Tom Mayhew arrived at 4:13 pm.

Holly Knee arrived at 4:18 pm.

4. ADJOURN WORKSHOP SESSION

Chairman Shelburne adjourned the Workshop Session at 4:47 pm.

REGULAR MEETING AGENDA

5. CALL TO ORDER

Chairman Shelburne convened the regular meeting at 4:47 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, Anne Sundquist, Josh Jakubik, Holly Knee, Tom Mayhew, and Robert Barker III.

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 regular meeting held December 21, 2023.

MOTION: Upon a motion to approve the Consent Agenda made by Josh Jakubik and seconded by Holly Knee, the Commission members voted, Robert Barker withheld from voting, and the motion carried 5-0.

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 confirmed that most of the recently permitted commercial developments are currently under construction.

6. CONSIDERATION AND POSSIBLE ACTION TO APPROVE ESCONDIDO SECTION 10, PRELIMINARY PLAT, +/- 17.034 ACRES

City Engineer Tim Robertson had no objections to the review letter responses but mentioned that the comment about font size had not been revised.

Zachary Zarse with LJA Engineering was present to answer any questions.

Robert Barker asked questions concerning the review letter.

MOTION: Upon a motion to approve contingent upon water and sewer easements being changed to "utility easements" and the revision of Christian Gable's title made by Anne Sundquist and seconded by Robert Barker, the Commission members voted, and the motion carried unanimously, 6-0.

7. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE OAKS ON 6TH STREET, PRELIMINARY PLAT

Robert Barker voiced concern regarding the listed finish floor elevations and about the building lines being inside drainage easements.

MOTION: Upon a motion to approve contingent upon removal of the finish floor elevation notes, adding a statement about finished floor in accordance with the motion made at the December meeting, moving the building lines outside of the drainage easements, and the revision of Christian Gable's title made by Josh Jakubik and seconded by Holly Knee, the Commission members voted, and the motion carried unanimously, 6-0.

8. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE OAKS ON 6TH STREET, FINAL PLAT

Chairman Shelburne tabled this item. No action was taken.

9. CONSIDERATION AND POSSIBLE ACTION TO APPROVE MILL CREEK PARKS PLAN

City Engineer Tim Robertson gave background on the purpose of the Parks Plan submittal. Katy Harris with LJA Engineering was present to answer questions.

MOTION: Upon a motion to approve made by Holly Knee and seconded by Robert Barker, the Commission members voted, and the motion carried unanimously, 6-0.

10. CONSIDERATION AND POSSIBLE ACTION TO APPROVE MILL CREEK ESTATES BLVD PHASE 1, PRELIMINARY PLAT, +/- 20.60 ACRES

Robert Barker commented that Christian Gable's title should be revised with the Final Plat submittal.

MOTION: Upon a motion to approve contingent upon revising Christian Gable's title made by Robert Barker and seconded by Josh Jakubik, the Commission members voted, and the motion carried unanimously, 6-0.

11. CONSIDERATION AND POSSIBLE ACTION TO APPROVE MILL CREEK ESTATES BLVD PHASE 2, PRELIMINARY PLAT, +/- 1.18 ACRES

MOTION: Upon a motion to approve contingent upon revising Christian Gable's title made by Robert Barker and seconded by Holly Knee, the Commission members voted, and the motion carried unanimously, 6-0.

12. CONSIDERATION AND POSSIBLE ACTION TO APPROVE MILL CREEK SECTION 8, PRELIMINARY PLAT, +/- 13.7 ACRES

MOTION: Upon a motion to approve contingent upon revising Christian Gable's title made by Josh Jakubik and seconded by Holly Knee, the Commission members voted, and the motion carried unanimously, 6-0.

13. CONSIDERATION AND POSSIBLE ACTION TO APPROVE MILL CREEK SECTION 9, PRELIMINARY PLAT, +/- 15.8 ACRES

MOTION: Upon a motion to approve contingent upon revising Christian Gable's title made by Robert Barker and seconded by Anne Sundquist, the Commission members voted, and the motion carried unanimously, 6-0.

14. CONSIDERATION AND POSSIBLE ACTION TO APPROVE MILL CREEK SECTION 10, PRELIMINARY PLAT, +/- 13.3 ACRES

MOTION: Upon a motion to approve contingent upon revising Christian Gable's title made by Anne Sundquist and seconded by Robert Barker, the Commission members voted, and the motion carried unanimously, 6-0.

15. FUTURE AGENDA ITEMS
Item #8

16. ADJOURN

MOTION: Upon a motion to adjourn made by Holly Knee and seconded by Josh Jakubik, the Commission members voted, the motion carried unanimously, and Chairman Shelburne adjourned the meeting at 5:36 pm.

Planning & Zoning Commission



Scott Shelburne, Chairman

CERTIFICATION

I certify this to be a true and correct copy of the minutes of the meeting of the City of Magnolia Planning and Zoning Commission held on January 18, 2024.



Christian Gable, City Secretary

