

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



City Admin  
City Attorney  
City Eng  
Baxter & V  
City Secr

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## **MINUTES OF THE PLANNING & ZONING COMMISSION REGULAR MEETING – DECEMBER 21, 2023**

A meeting of the Planning & Zoning Commission was held December 21, 2023, beginning at 4:30 pm in the Sewall Smith Council Chambers located at 18111 Buddy Riley Blvd., Magnolia, TX 77025.

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### **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 members in attendance: Scott Shelburne, Anne Sundquist, Josh Jakubik, Holly Knee, and Tom Mayhew.

Absent: Robert Barker III.

### **2. CONSENT AGENDA**

*This portion of the agenda consists of items considered to be routine and will be enacted 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 meeting held November 16, 2023.

**MOTION:** Upon a motion to approve the Meeting Minutes for November 16, 2023, with the correction of the vote counts from “3-0” to “4-0” made by Anne Sundquist and seconded by Tom Mayhew, the Commission members voted, 5-0, to carry the motion.

### **3. CITIZENS COMMENTS, REQUESTS OR PETITIONS FROM THE PUBLIC**

*(This agenda item provides an opportunity for citizens to address the City Council on items related to the agenda).*

*Comments shall be limited to three (3) minutes per person. Comments by the governing body shall be limited to the following:*  
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, Commission and City Staff for which no action will be taken or discussed.)*

None

**5. UPDATE ON CITY OF MAGNOLIA DEVELOPMENTS (Staff)**

Chairman Shelburne provided updates regarding construction progress with Green development.

**6. CONSIDERATION AND POSSIBLE ACTION TO APPROVE PAINT AND THE STROLL OVERLAY DISTRICT AT 119 MAGNOLIA BLVD**

Rachel Steele with the 4B Community Development Corporation presented explaining that 4B hosts a business improvement grant to help fund updates to businesses in the City. She explained that several of the Sherwin Williams approved Stroll Palette are discontinued and she presented the proposed palette chosen by the applicant.

**MOTION: Upon a motion to approve made by Holly Knee and seconded by Sundquist, the Commission members voted and the motion carried unanimously, 5-0.**

**7. CONSIDERATION AND POSSIBLE ACTION TO APPROVE SITE PLAN FOR SHERWIN WILLIAMS**

Chairman Shelburne expressed concern that the proposed signage on the plan may not meet the requirements of the Unified Development Code or the Magnolia Village Development Agreement, which could impact the building elevations included in the plan.

**MOTION: Upon a motion to approve the site plan for Sherwin Williams presented for approval of signage under the provisions of the Magnolia Village Development Agreement made by Tom Mayhew and seconded by the Commission members voted, and the motion carried unanimously.**

**8. CONSIDERATION AND POSSIBLE ACTION TO APPROVE SITE PLAN FOR MISTER CAR WASH**

Chairman Shelburne and City Engineer Tim Robertson explained the changes to the landscaping plans since the last meeting.

Chairman Shelburne expressed that he would like to confirm the preferred plant tree types along Magnolia Village Drive to ensure consistency.



**MOTION:** Upon a motion to approve the site plan for Mister Car Wash coordination with developers of Magnolia Village regarding the car wash along Magnolia Village Drive made by Josh Jakubik and seconded by Anne Sundquist, the Commission members voted, and the motion carried unanimously, 5-0.

**9. CONSIDERATION AND POSSIBLE ACTION TO APPROVE SITE PLAN FOR THE OAKS ON 6<sup>TH</sup> STREET**

Louis Faust with Texas Professional Engineering delivered a summary of the site plan that explains changes made to the plans according to comments made at last meeting. There was further discussion about drainage requirements.

**MOTION:** Upon a motion to approve the site plan for The Oaks on 6<sup>th</sup> Street design with minimum level of the finished floor being either one foot above the 100-year flood elevation level or one foot above the natural grade, whichever is higher, made by Tom Mayhew and seconded by Anne Sundquist, the Commission members voted, and the motion carried unanimously.

**10. FUTURE AGENDA ITEMS**

Stroll Paint Color Palette Update  
The Oaks on 6<sup>th</sup> Street Replat

**11. ADJOURN**

**MOTION:** Upon a motion to adjourn made by Anne Sundquist and seconded by Josh Jakubik, the Commission members voted, the motion carried unanimously, and Chairman Shelburne adjourned the meeting.

Planning & Zoning



Scott Shelburne

**CERTIFICATION**

I certify this to be a true and correct copy of the minutes of the special meeting of the Magnolia Planning and Zoning Commission held on December 21, 2023.

ATTEST:



Christian Gable, City Secretary

