

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  
City Secretary, Christian Gable

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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, Texas 77354

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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 Planning & Zoning Commission 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 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 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, and the motion carried unanimously, 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)**

Chairman Shelburne provided updates regarding construction progress within the Heritage Green development.

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

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

**MOTION: Upon a motion to approve made by Holly Knee and seconded by Anne 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 building may not meet the requirements of the Unified Development Code or the Magnolia Village Planned Development, which could impact the building elevations included in the plans.

**MOTION: Upon a motion to approve the site plan for Sherwin Williams pending the approval of signage under the provisions of the Magnolia Village Planned Development Agreement made by Tom Mayhew and seconded by Josh Jakubik, the Commission members voted, and the motion carried unanimously, 5-0.**

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

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

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



**MOTION:** Upon a motion to approve the site plan for Mister Car Wash contingent upon coordination with developers of Magnolia Village regarding the canopy trees 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 response letter that explains changes made to the plans according to comments made at last month's 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 pending 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 of the lot, whichever is higher, made by Tom Mayhew and seconded by Anne Sundquist, the Commission members voted, and the motion carried unanimously, 5-0.

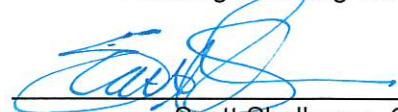
**10. FUTURE AGENDA ITEMS**

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 at 5:28 pm.

Planning & Zoning Commission

  
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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 December 21, 2023.

ATTEST:

  
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Christian Gable, City Secretary

