



Planning & Zoning Commission Agenda

Tuesday, December 17, 2024
6:00 PM

City Hall - 141 W. Renfro
Burleson, TX 76028

1. **CALL TO ORDER**

Invocation

Pledge of Allegiance

Texas Pledge:

Honor the Texas Flag, I pledge allegiance to thee, Texas, one state under God; one and indivisible

2. **CITIZEN APPEARANCES**

Other than public hearings, citizens in attendance who desire to speak to the Planning and Zoning Commission may speak during this section. Each person will be allowed three (3) minutes to speak and will not be interrupted by the Commission or staff. If you would like to speak, please fill out a speaker card and give the completed card to the City staff prior to addressing the Commission. Please note that the Commission may only take action on items posted on the agenda. The Texas Open Meetings Act prohibits the Commission from deliberating or taking action on an item not listed on the agenda. Please also note that speakers who desire to speak on an item listed for public hearing will address the Commission during the public hearing and consideration of that particular agenda item.

3. **CONSENT AGENDA**

All items listed below are considered to be routine by the Planning and Zoning Commission and will be enacted with one motion. There will be no separate discussion of the items unless a Commissioner or citizen so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence. Approval of the consent agenda authorizes the Development Services Director to place each item on the City Council agenda in accordance with the Planning and Zoning Commission's recommendations.

[A.](#) Consider approval of the minutes from December 3, 2024 Planning & Zoning Commission meeting.

[B.](#) HCCA Addition (Case 24-296): Consider approval of a final plat for Holy Cross Christian Academy HCCA Addition, Lot 1, Block 1; addressed as 390 County Road 715 (*Staff Contact: Emilio Sanchez, Development Services Assistant Director*)

4. **PUBLIC HEARING**

5. **REPORTS AND PRESENTATIONS**

6. **GENERAL**

7. COMMUNITY INTERESTS ITEMS**8. EXECUTIVE SESSION**

In accordance with Chapter 551 of the Texas Government Code, the Commission may convene in Executive Session in the City Council Workroom in City Hall to conduct a closed meeting to discuss any item listed on this Agenda.

A. Pending or Contemplated Litigation or to Seek the Advice of the City of Attorney Pursuant to Section 551.071**9. ADJOURN****Staff Contact**

Tony McIlwain
Director of Development Services
817-426-9684

CERTIFICATE

I hereby certify that the above agenda was posted on this the 11th of December 2024, by 5:00 p.m., on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.



Amanda Campos

City Secretary

ACCESSIBILITY STATEMENT

The Burleson City Hall is wheelchair accessible. The entry ramp is located in the front of the building, accessible from Warren St. Accessible parking spaces are also available in the Warren St. parking lot. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-426-9600, or TDD 1-800-735-2989.



Department Memo

Planning & Zoning Commission Meeting

DEPARTMENT: Development Services

FROM: Peggy Fisher, Administrative Assistant Sr.

MEETING: December 17, 2024

SUBJECT:

Approve the minutes from December 3, 2024 Regular Session of the Planning & Zoning Commission meeting.

SUMMARY:

Minutes from the December 3, 2024 Regular Session of the Planning & Zoning Commission meeting.

OPTIONS:

Approve as presented

RECOMMENDATION:

Approve the minutes from the December 3, 2024 Regular Session of the Planning & Zoning Commission meeting.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

None

FISCAL IMPACT:

None

STAFF CONTACT:

Peggy Fisher
Recording Secretary
pfisher@burlesontx.com
817-426-9611

PLANNING AND ZONING COMMISSION

December 3, 2024

MINUTES

Roll Call

Commissioners Present

David Hadley
Ashley Brookman
Bill Janusch
Michael Tune (Chair)
Clint Faram
Michael Kurmes
Brandon Crisp

Commissioners Absent

Dan Taylor
Cobi Tittle
Bobby Reading

Staff

Matt Ribitzki, City Attorney
Emilio Sanchez, Assistant Director Development Services
Lidon Pearce, Planner
Peggy Fisher, Administrative Assistant

REGULAR SESSION

1. Call to Order – 6:00 PM

Invocation – David Hadley

Pledge of Allegiance

Texas Pledge

2. Citizen Appearance

None

3. Consent Agenda

- A.** Consider approval of the minutes from November 12, 2024 Planning and Zoning Regular Commission meeting. (Staff Contact: Tony McIlwain, Director Development Services).

Motion made by Commissioner Ashley Brookman and second by Commissioner Clint Faram to approve the consent agenda.

Motion passed, 7-0. Commissioners Dan Taylor, Cobi Tittle & Bobby Reading were absent.

4. Public Hearing

None

5. Reports and Presentations

None

6. General

- A.** Chick-fil-A at 111 NW John Jones (Case 24-326): Consider a recommendation of approval for a resolution for a commercial site plan amendment with a variance to Section 132-115; Accessory building and structure yard regulations; pertaining to drive-thru canopies. (*Staff Contact: Lidon Pearce, Principal Planner*)

Motion made by Commissioner Michael Kurmes and second by Commissioner Clint Faram to approve.

Motion passed, 6-1. Commissioner Bill Janusch was opposed. Commissioners Dan Taylor, Cobi Tittle & Bobby Reading were absent.

- B.** Consider approval of a minute order setting the Planning and Zoning Commission meeting dates for calendar year 2025. (Case 24-355) (*Staff Contact: Emilio Sanchez, Development Services Assistant Director*)

Motion made by Commissioner Ashley Brookman and second by Commissioner Bill Janusch to approve.

Motion passed, 7-0. Commissioners Dan Taylor, Cobi Tittle & Bobby Reading were absent.

7. Community Interest Items

None

8. Executive Session

In accordance with Chapter 551 of the Texas Government Code, the City Commission may convene in Executive Session in the City Council Workroom in City Hall to conduct a closed meeting to discuss any item listed on this Agenda.

A. Pending or Contemplated Litigation or to Seek the Advice of the City of Attorney Pursuant to Section 551.071

9. Adjourn

There being no further business Chair Michael Tune adjourned the meeting.
Time – 6:25PM

Peggy Fisher
Administrative Assistant
Recording Secretary

Planning & Zoning Commission Meeting

DEPARTMENT: Development Services

FROM: Emilio Sanchez, Development Services Assistant Director

MEETING: December 17, 2024

SUBJECT:

HCCA Addition (Case 24-296): Consider approval of a final plat for Holy Cross Christian Academy HCCA Addition, Lot 1, Block 1; addressed as 390 County Road 715 (*Staff Contact: Emilio Sanchez, Development Services Assistant Director*)

SUMMARY:

On September 30, 2024, an application for a Final Plat was submitted by Macey Taylor with RLG INC. (applicant) on behalf of Holy Cross Christian Academy (owners) for a final plat of approximately 26.006 acres. The property is being platted into 1 lot for the construction of a new school campus.

The plat is administratively complete and meets the requirements of Appendix A – Subdivision and Development Regulations.

RECOMMENDATION:

Approve the Final Plat for HCCA Addition, Lot 1, BLK 1

PRIOR ACTION/INPUT (Council, Boards, Citizens):

None

REFERENCE:

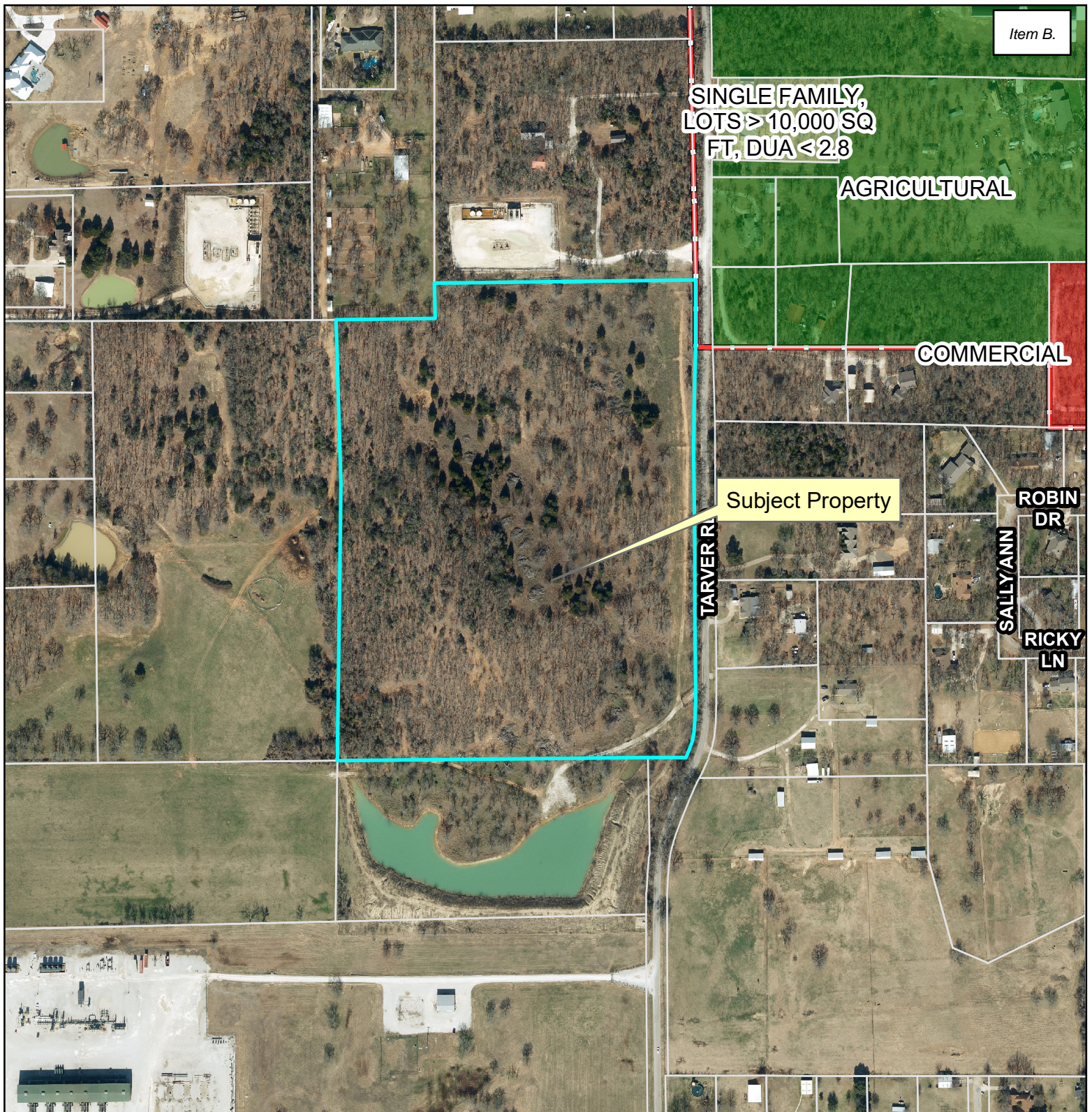
[City of Burleson, TX PLAT REQUIREMENTS:
§ 3.6 Replat. \(ecode360.com\)](#)

FISCAL IMPACT:

None

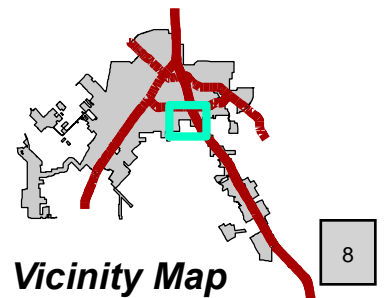
STAFF CONTACT:

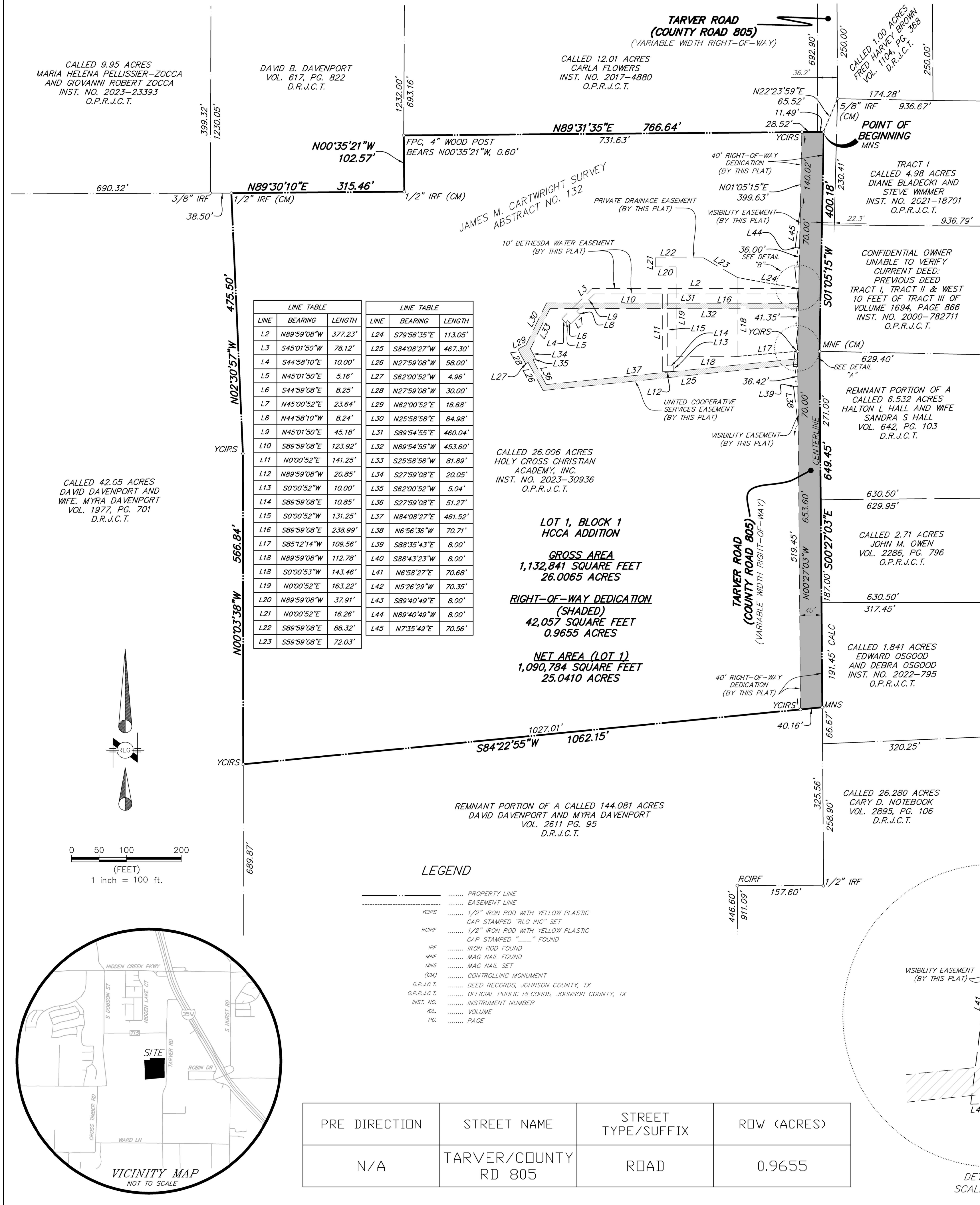
Emilio Sanchez
Development Services Assistant Director
esanchez@burlesontx.com
817-426-9686



**HCCA Addition
Final Plat
Case 24-296**

THE CITY OF
BURLESON
TEXAS



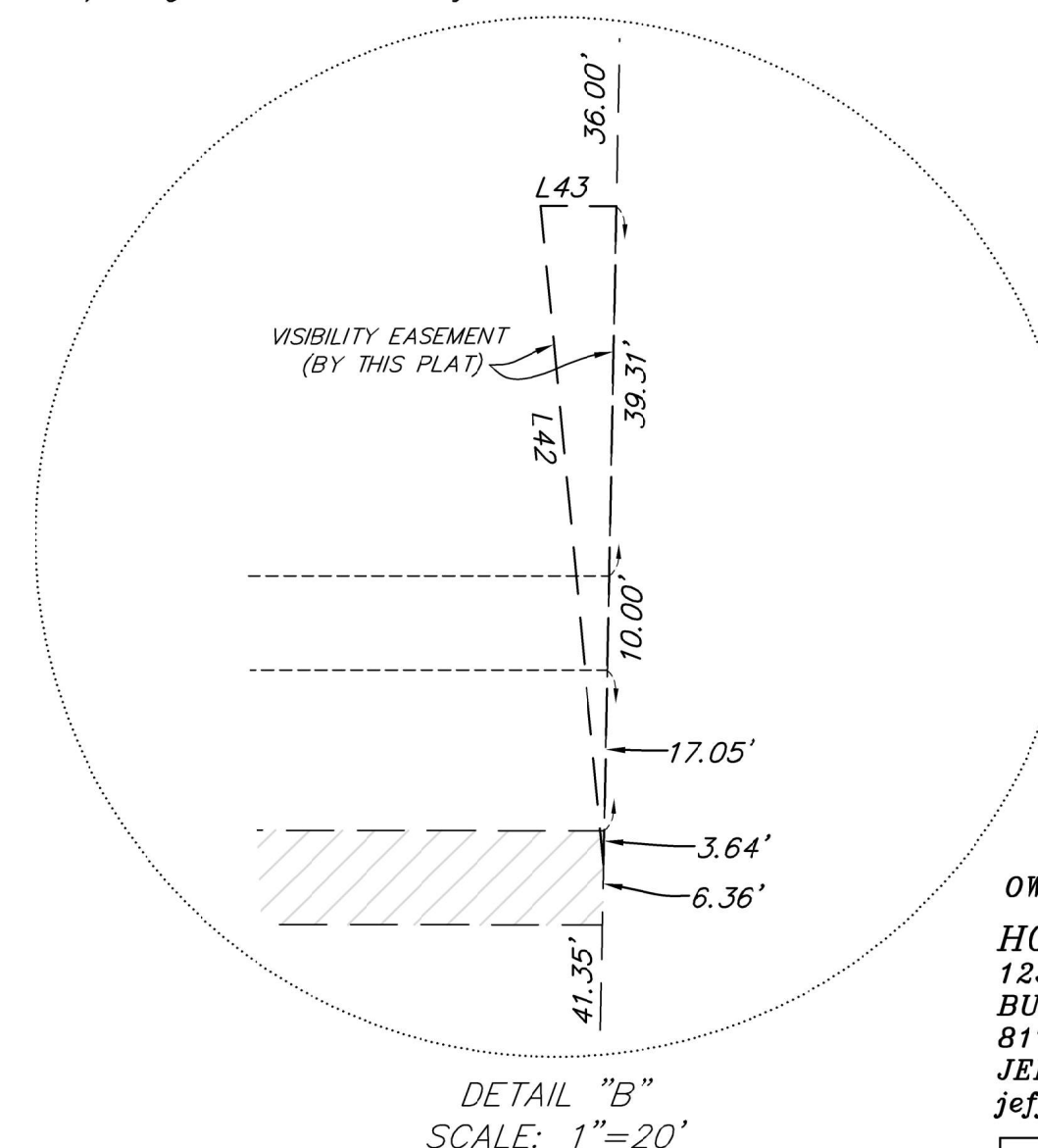
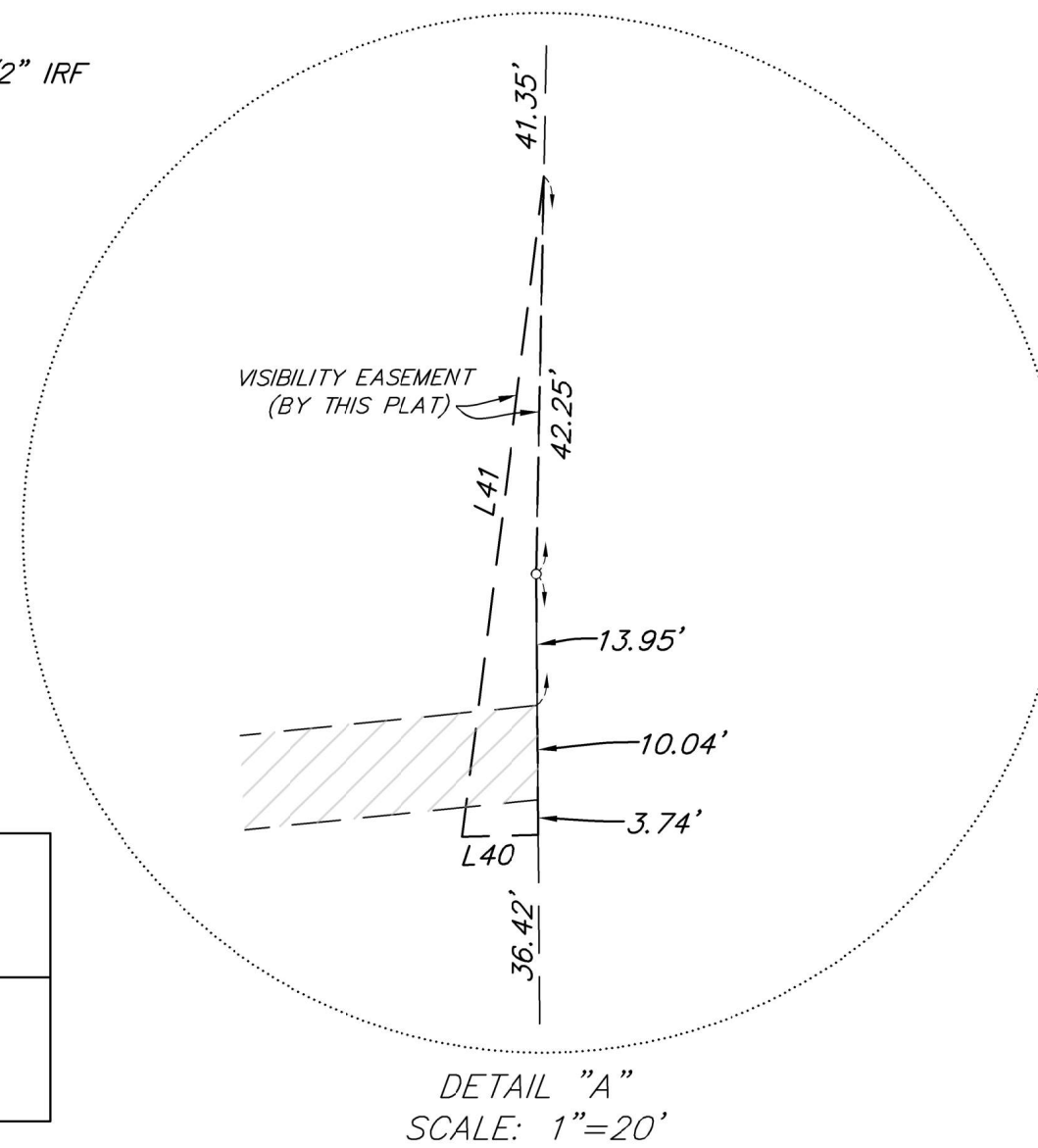


GENERAL NOTES:

1. Basis of Bearings: Texas Coordinate System of 1983, North Central Zone, NAD 83 (2011) EPOCH 2010.00, based on Real-Time Kinematic Observations utilizing AllTerra Virtual Reference Network.
2. Controlling Monuments: As Shown
3. According to the Flood Insurance Rate Map (FIRM) Community Panel No. 48251C0070J dated December 4, 2012 The subject property is located within the following zones: Unshaded Zone X - Areas determined to be outside the 500 year floodplain.

The location of the flood zone line shown, if any, were determined by scaling from said FEMA map. The actual location as determined by elevation contours may differ. This flood statement does not imply that the property or structures thereon will be free from flooding or flood damage. On rare occasions floods can and will occur and flood heights may be increased by man-made or natural causes. This flood statement shall not create liability on the part of the surveyor or Raymond L. Goodson, Jr., Inc. as a result of flooding.

4. The purpose of this plat is create one lot from one unplatted tract.
5. Blocking the flow of water or constructing improvements in the drainage easements, and filling or obstruction of the floodway is prohibited.
6. No improvements greater than 2 feet in height will be allowed within the visibility easements including but not limited to fences, walls, landscaping, signs, etc
7. The requirement of public infrastructure was based on the Utility exhibit that was submitted for review with this plat on October 25, 2024 to the City of Burleson. Any additional structures proposed on this property may require the existing water lines to be improved and fire hydrant(s) to be installed for fire protection.
8. All buildings or structures shall be constructed such that all ground level, exterior sides of the building are within 150 feet of a dedicated street or fire lane. If the 150 feet cannot be reached from a public street, a fire lane capable of supporting 80,000 lbs shall be required on site at time of construction.
9. The fire lane shall be 24 foot in width with 30 foot inside radii and 54' outside radii. The fire lane section shall either follow detail P-11 or 8 inches of concrete on 95% compacted base is acceptable. The developer shall be responsible for all testing and shall provide the results to the city inspectors.
10. For all single-family detached and duplex residences, excluding townhomes and apartments, fire hydrants shall be spaced to have a fire hose laying distance of no greater than 500 feet. The fire hose laying distance is measured by the laying of fire apparatus hose lines along the right-of-way or access easements from the nearest water supply on a street to the main entrance of the building.
11. For commercial buildings, fire hydrants shall be spaced to have a fire hose lay distance of no greater than 300 feet. The fire hose laying distance is measured by the laying of fire apparatus hose lines along the right-of-way or access easements from the nearest water supply on a street to the main entrance of the building.
12. The minimum fire flow requirements for one- and two-family dwellings having a fire-flow calculation area which does not exceed 3,600 square feet shall be 1,500 gallons per minute. Fire flow and flow duration for dwellings having a fire-flow calculation area in excess of 3,600 square feet shall not be less than that specified in the most current adopted International Fire Code.
13. All fire hydrants must provide a minimum of 35 psi static pressure and a 20 psi residual pressure.
14. The minimum fire flow and flow duration for buildings other than one- and two-family dwelling shall be as specified in the most current adopted International Fire Code.
15. A fire hydrant is required within 500 feet of any residential structures (excluding townhomes and apartments as measured by the hose laying distance. For commercial buildings, fire hydrants shall be spaced to have an effective radius of 300 feet or a fire hose lay distance no greater than 300 feet to the front entrance of the building, whichever results in the closer fire hydrant spacing, or as required in the current International Fire Code.
16. Fire hydrants are required within 300 feet of all exterior portions of a commercial building. The distance shall be equal to the laying distance for fire apparatus hose lines along public streets and fire lanes from the nearest water supply.
17. No fences or other structures will be allowed within the drainage easement.
18. The City of Burleson reserves the right to require minimum finish floor elevation on any lot within this subdivision. The minimum elevations shown are based on the most current information available at the time the plat is filed and may be subject to change
19. Johnson County will be responsible for all floodplain regulations as it relates to development. In the event the property is ever annexed into the City of Burleson, all future proposed development shall follow the City of Burleson's floodplain regulations.
20. The existing creeks or drainage channels traversing along or across this addition will remain as open channels and will be maintained by the individual owners of the lot or lots that are traversed by or adjacent to drainage courses along or across said lots.
21. Johnson County will not be responsible for the maintenance and operations of said drainage ways or for the control of erosion.
22. Johnson County will not be responsible for any damage, personal injury or loss of life or property occasioned by flooding or flood conditions.
23. On-site sewage facility performance cannot be guaranteed even though all provisions of the Rules of Johnson County, Texas for Private Sewage Facilities are complied with.
24. Inspection and/or acceptance of a private sewage facility by the Johnson County Public Works Department shall indicate only that the facility meets minimum requirements and does not relieve the owner of the property from complying with County, State and Federal regulations. Private sewage facilities, although approved as meeting minimum standards, must be upgraded by the owner at the owner's expense if normal operation of the facility results in objectionable odors, if unsanitary conditions are created, or if the facility when used does not comply with governmental regulations.
25. A properly designed and constructed private sewage facility system, in suitable soil, can malfunction if the amount of water it is required to dispose of is not controlled. It will be the responsibility of the lot owner to maintain and operate the private sewage facility in a satisfactory manner.
26. Any public utility, including Johnson County, shall have the right to move and keep moved all or part of any buildings, fences, trees, shrubs, other growths or improvements which in any way endanger or interfere with the construction or maintenance, or efficiency of its respective systems in any of the easements shown on the plat, and any public utility, including Johnson County, shall have the right at all times of ingress and egress to and from said easements for the purpose of construction, reconstruction, inspection, patrolling, maintaining and adding to or removing all or part of its respective systems without the necessity at any time of procuring the permission of anyone.
27. A minimum of 1 acre per residential structure is required for on-site sewage facilities (septic systems). If more than one structure is proposed for construction on a lot in the future, re-platting may be required. Johnson County Public Works shall review and approve proposed location and design of any on-site sewage facilities (septic system)
28. All building setbacks are subject to current Johnson County development regulations.
29. The right-of-way dedication is granted in fee simple to Johnson County for use as storm water, public utility, pedestrian, or other public purposes.
30. Surveyor performed this survey without the benefit of a title commitment. There may be existing easements encumbering the tract, as visible evidence of above ground and below ground utilities were observed during the performance of this survey. Surveyor observed gas pipeline markers and overhead electric lines running in a north-south direction near/along the east boundary.



OWNER'S CERTIFICATE

STATE OF TEXAS §
COUNTY OF JOHNSON §

WHEREAS, Holy Cross Christian Academy, Inc., acting by and through the undersigned, its duly authorized agent, is the sole owner of a 1,132,841 square foot (26.0065 acre) tract of land located in the James M. Cartwright Survey, Abstract No. 132, Johnson County, Texas, being all of a called 26.006 acre tract described in a General Warranty Deed with Mineral Reservations to Holy Cross Christian Academy, Inc., as recorded in Instrument No. 2023-30936, Official Public Records, Johnson County, Texas, and being more particularly described as follows:

BEGINNING at a mag nail with washer stamped "RLG INC" set in the center line of Tarver Road (formally known as County Road 805, a variable width right-of-way), for the northeast corner of said 26.006 acre tract, from which a found 5/8" iron rod bears North 22°3'59" East, a distance of 65.52 feet for the northwest corner of TRACT 1, a called 4.98 acre tract described in a General Warranty Deed to Diane Bladecki and Steve Wimmer, as recorded in Instrument No. 2021-18707, Official Public Records, Johnson County, Texas;

THENCE along the common line of the centerline of said Tarver Road and the east line of said 26.006 acre tract, the following bearings and distances:

South 01°05'15" West, a distance of 400.18 feet to a mag nail found in the west line of a called 6.532 acre tract described in a Warranty Deed with Vendor's Lien to Halton L. Hall and wife, Sandra S. Hall, as recorded in Volume 642, Page 103, Deed Records, Johnson County, Texas;

South 00°27'03" East, a distance of 649.45 feet to a mag nail with washer stamped "RLG INC" set in the west line of a called 1.841 acre tract of land described in a General Warranty Deed to Edward Osgood and Debra Osgood, as recorded in Instrument Number 2022-795, Official Public Records, Johnson County, Texas, for a northeast corner of a remnant portion of a called 144.081 acre tract described in a General Warranty Deed to David Davenport and Myra Davenport, as recorded in Volume 2611, Page 95, Deed Records, Johnson County, Texas, and the southeast corner of said 26.006 acre tract;

THENCE South 84°22'55" West, along the common line of said remnant portion of a called 144.081 acre tract and said 26.006 acre tract, a distance of 1062.15 feet to a 1/2" iron rod with yellow plastic cap stamped "RLG INC" set in the east line of a called 42.05 acre tract of land described in a Warranty Deed to David Davenport and wife, Myra Davenport, as recorded in Volume 1977, Page 701, Deed Records, Johnson County, Texas, for the northwest corner of said remnant portion of a called 144.081 acre tract, and the southwest corner of said 26.006 acre tract;

THENCE along the common line of said 42.05 acre tract and said 26.006 acre tract, the following bearings and distances:

North 00°03'38" West, a distance of 566.84 feet to a 1/2" iron rod with yellow plastic cap stamped "RLG INC" set for corner;

North 02°30'57" West, a distance of 475.50 feet to a 1/2" iron rod found in the south line of a tract of land described in a Warranty Deed with Vendor's Lien to David B. Davenport, as recorded in Volume 617, Page 822, Deed Records, Johnson County, Texas, for the northeast corner of said 42.05 acre tract, and the most westerly corner of said 26.006 acre tract;

THENCE along the common line of said David B. Davenport's tract and said 26.006 acre tract, the following bearings and distances:

North 89°30'10" East, a distance of 315.46 feet to a 1/2" iron rod found for the southeast corner of said David B. Davenport's tract, and an ell interior corner of said 26.006 acre tract;

North 00°35'21" West, passing at a distance of 101.97 feet a wood post found, and continuing for a total distance of 102.57 feet to a point in the east line of said David B. Davenport's tract, for the southwest corner of a called 12.01 acre tract of land described in a Warranty Deed with Vendor's Lien to Carla Flowers, as recorded in Instrument Number 2017-4880, Official Public Records, Johnson County, Texas, and the northwest corner of said 26.006 acre tract;

THENCE North 89°31'35" East, along the north line of said 26.006 acre tract, and in part the common south line of said 12.01 acre tract, a distance of 768.64 feet to the POINT OF BEGINNING, containing 1,132,841 square feet or 26.0065 acres of land, more or less.

KNOW ALL MEN BY THESE PRESENTS

That We, Holy Cross Christian Academy, INC., Owners, do hereby adopt this plat designating the hereinbefore described property as Lot 1, Block 1, HCCA Addition, an Addition to Johnson County, Texas, and do hereby dedicate to the public use forever all streets, rights-of-way, alleys and easements shown thereon. The City, County, or any public utility shall have the right to remove and keep removed all or part of any buildings, fences, trees, shrubs or other improvements or growths in which any way endanger or interfere with the construction, maintenance or efficiency of its respective systems on any of these easements, and the City, County, or any public utility shall at all times have the right of ingress and egress to and from and upon the said easement for the purpose of constructing, reconstructing, inspecting, and patrolling, without the necessity at any time of procuring the permission of anyone. This plat approved subject to all platting ordinances, rules, regulations, and resolutions of the City of Burleson, Texas or Johnson County.

Holy Cross Christian Academy, Inc.

By: _____
Jeff Sells
Authorized Board of Directors

STATE OF TEXAS
COUNTY OF JOHNSON

BEFORE ME, the undersigned, a Notary Public in and for said County and State, on this day personally appeared Jeff Sells, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein.

WITNESS MY HAND AND SEAL OF OFFICE THIS THE _____ DAY OF _____, 2024.

Notary Public in and for the State of Texas

Approved by the Planning and Zoning Commission of Burleson, Texas.

This the _____ day of _____, 2024

By: _____
Chair of Planning and Zoning Commission

By: _____
City Secretary

Plat Recorded, Date: _____, 2024, Plat Records, Johnson

County, Texas. Vol. _____, Pg. _____, Slide _____

County Clerk

Deputy County Clerk

SURVEYOR'S CERTIFICATION STATEMENT

I, James L. Marlett Jr., a Registered Professional Land Surveyor in the State of Texas, do hereby certify that I prepared this plat from an actual and accurate survey of the land, and that the corner monuments shown thereon were properly placed under my supervision.

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

James L. Marlett Jr.
Registered Professional Land Surveyor No. 6896
Date: XX/XX/2024

STATE OF TEXAS
COUNTY OF JOHNSON

BEFORE ME, the undersigned, a Notary Public in and for said County and State, on this day personally appeared James L. Marlett Jr., known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein.

WITNESS MY HAND AND SEAL OF OFFICE THIS THE _____ DAY OF _____, 2024.

Notary Public in and for the State of Texas

FP24-296
FINAL PLAT
OF
HCCA ADDITION
LOT 1, BLOCK 1

JAMES M. CARTWRIGHT SURVEY, ABSTRACT NO. 132
CITY OF BURLESON ETJ, JOHNSON COUNTY, TEXAS

SCALE: 1" = 100'

DATE: AUGUST, 2024

OWNER:
HOLY CROSS CHRISTIAN ACADEMY
1233 TARVER ROAD
BURLESON, TEXAS 76097-0000
817-295-7232
JEFF SELLS
jeff.sells@hccaburleson.com

SURVEYOR:
RAYMOND L. GOODSON JR., INC.
12001 N. CENTRAL EXPRESSWAY, STE 300
DALLAS, TX. 75243
214-739-8100
rlg@rlginc.com
TX PE REC #P-489
TBPELS REG #100341-00

RECORDED	INST#	-	JOB NO.	2411.033	E-FILE	2411.033PP	DWG NO.	28,493W	SHEET	2 OF 2
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