



**CITY OF HUTCHINS  
PLANNING & ZONING COMMISSION MEETING  
AGENDA**

**Monday, February 24, 2025 at 6:00 PM  
City Hall, 321 N. Main Street**

Pursuant to Section 551 of the Texas Government Code, notice is hereby given of a Regular Meeting of the Planning & Zoning Commission Board to be held on Monday, February 24, 2025 at 6:00 PM at the Hutchins City Hall - Council Chambers located at 321 N. Main St, Hutchins, Texas, at which time the following items will be discussed and considered.

**Commission Members**

Chair, Joseph Matthews

Vice Chair, Tod Davis

Secretary, Don Pressler

Commission Member, Teronika Gaines

Commission Member, Ed Williams

Commission Member, James Spence - (A)

Commission Member, Marie Harris (A)

**A. CALL TO ORDER**

*Roll Call*

*Invocation*

*Pledge of Allegiance*

**B. CITIZEN COMMENTS:** *This agenda item provides an opportunity for citizens to address the Board on any matter that is not posted on the agenda. Anyone wishing to address the Board should complete a Citizen Comments Form and submit it to the recording secretary prior to the start of the Board meeting. There is a three (3) minute time limit for each citizen to speak. However, in accordance with the Texas Open Meetings Act, the Board cannot discuss issues raised or make any decision at this time.*

**C. PRESENTATIONS**

**D. CONSENT AGENDA** - *All items presented in the Consent Agenda require no deliberation by the Board. Each Board member has the opportunity of removing an item from this agenda so that it may be considered separately.*

**E. PUBLIC HEARING**

**F. REGULAR AGENDA** - *As authorized by Section 551.071 of the Texas Government Code, the Commission reserves the right to convene in Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.*

1. Approval of the December 19, 2024 Minutes.

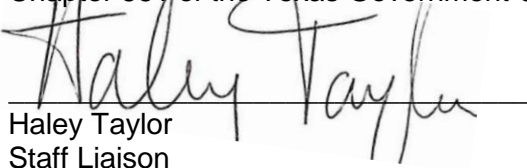
**G. ITEMS OF COMMUNITY INTEREST**

2. Planning & Zoning Meeting - March, 24, 2025 at 6:00PM.

## H. ADJOURNMENT

### CERTIFICATION

I certify that a copy of the February 24, 2025 agenda of items to be considered by the Planning & Zoning Commission Board was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website [www.cityofhutchins.org](http://www.cityofhutchins.org), in accordance with Chapter 551 of the Texas Government Code. Posted on February 20, 2025 before 6:00 p.m.

  
Haley Taylor  
Staff Liaison

### ACCESSIBILITY STATEMENT

The meeting location is wheelchair accessible from the front door. Request for special services must be received at least 48 hours in advance of scheduled meeting. For assistance, please call the office of the City Secretary at 972-225-6121 or email the City Secretary at [colquin@cityofhutchins.org](mailto:colquin@cityofhutchins.org)



- Chairman Joseph Matthews**
- Vice Chairwoman Marie Harris**
- Commissioner Tod Davis**
- Commissioner Don Pressler**
- Commissioner Teronika Gaines**
- Commissioner James Spence (A)**
- Commissioner Marie Harris (A)**

**Hutchins City Hall**  
**321 N. Main Street**  
**Hutchins, TX 75141**  
**www.cityofhutchins.org**

**MINUTES**  
**HUTCHINS PLANNING AND ZONING COMMISSION**  
**December 19, 2024**  
**REGULAR MEETING – 6:00 P.M.**

A meeting of the Planning and Zoning Commission of the City of Hutchins was conducted on December 19, 2023, at 6:00 p.m. at the Hutchins City Hall Hutchins, Texas 75141.

**A. CALL TO ORDER.**

Chairman Matthews called the meeting to order at 6:00 p.m.  
 Mr. James Spence gave the invocation.  
 The pledge of allegiance was performed.

**Members Present:**  
 Chairman Joseph Matthews  
 Commissioner Tod Davis  
 Commissioner Don Pressler  
 Commissioner James Spence

**Members Absent:**  
 Commissioner Teronika Gaines  
 Commissioner Marie Harris

**B. CITIZEN COMMENTS**

No citizens' comments were made.

**C. PRESENTATIONS**

No presentations were given.

**D. CONSENT AGENDA**

No items on the consent agenda.

**E. PUBLIC HEARINGS**

- 1. Conduct a public hearing, consider a request by applicant and property owner Ghislaime Castro, for an SUP request to allow an Accessory Dwelling in the Single Family Residential 10,000 (SF-10) District, William Gatlin Abst 499 PG 124, located North of East Wintergreen Road and South of Dowdy Ferry Road commonly addressed as 1528 Trout Road.**

The Public Hearing opened at 6:14 PM. The owner of the property gave their comments on the request. Aurora and Felix Madrigal spoke their opposition to the item and concerns about the request for the dwelling. Raymond Elmore spoke about his concerns about the property. Public Hearing closed at 6:29PM.

The commission voted to deny the SUP request because they cited the ability to replat the property.

**F. REGULAR AGENDA**

- 2. Discuss and consider the election of a new President, for a one-year term ending July 2025**

Commissioner Davis made a motion, and recommended Joseph Matthews remains President for the one-year term ending July 2025. Commissioner Pressler seconded the motion to approve. Motion carried 5-0.

- 3. Discuss and consider the election of a new Vice President, for a one-year term ending in July 2025**

Commissioner Spence made a motion and recommended Tod Davis as Vice President for the one-year term ending July 2025. Commissioner Pressler seconded the motion. Motion carried 5-0.

- 4. Discuss and consider the election of a new Secretary, for a one-year term ending July 2025**

Commissioner Matthews made a motion and recommended Don Pressler as Secretary for the one-year term ending July 2025. Commissioner Davis seconded the motion. Motion carried 5-0.

- 5. Approval of November 21, 2024, Minutes**

Commissioner Davis made a motion to approve the minutes. Commissioner Pressler seconded the motion to approve. Motion carried 5-0.

**G. ITEMS OF COMMUNITY INTEREST**

1. The items of community interest were read into the record.

**H. ADJOURN**

Commissioner Pressler made a motion to adjourn. Commissioner Davis seconded the motion Approved by a 5-0 roll call vote. The meeting was adjourned at 6:43 PM.

APPROVED:

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Joseph Matthews  
Chairman

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Tod Davis  
Vice Chairman

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Recording Secretary