



# PLANNING AND ZONING COMMISSION MEETING JANUARY 13, 2026

January 13, 2026 at 5:30 PM

Wolfforth City Hall - 302 Main Street Wolfforth, TX

## AGENDA

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### CALL MEETING TO ORDER

### ROLL CALL AND ESTABLISH A QUORUM

### CITIZEN ENGAGEMENT

This is an opportunity for the public to address the Planning and Zoning Commission regarding an item on the agenda, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing begins. Citizen comments are limited to three (3) minutes per speaker, unless the speaker requires the assistance of a translator, in which case the speaker is limited to six (6) minutes, in accordance with applicable law. Each speaker shall approach the designated speaker location, complete the citizen engagement sign in sheet and state his/her name and city of residence before speaking. Speakers shall address the Planning and Zoning Commission with civility that is conducive to appropriate public discussion. Speakers can address only the Planning and Zoning Commission and not individual city officials or employees. The public cannot speak from the gallery but only from the designated speaker location.

### ITEMS FOR INDIVIDUAL CONSIDERATION

1. Consider and take appropriate action on minutes from November 12, 2025.
2. Consider and take appropriate action on final plat for Wolfforth-United Addition Tracts “C” – “G”.

### ADJOURN

In accordance with the Americans with Disability Act any person with a disability requiring reasonable accommodation to participate in this meeting should call the City Secretary at 806-855-4120 or send written request to P.O. Box 36 Wolfforth Texas 79382 at least 48 hours in advance of the meeting date.

Certification

I, the undersigned authority do hereby certify that the Notice of Meeting was posted at City Hall of the City of Wolfforth, Texas was posted on January 7, 2026 at 5:00 p.m.

/s/ Tara Tomlinson, Director of Development Services



# PLANNING AND ZONING COMMISSION NOVEMBER 12, 2025

November 12, 2025 at 5:30 PM

WolfForth City Hall - 302 Main Street WolfForth, TX

## MINUTES

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### CALL MEETING TO ORDER

Kyle Reeves called the meeting to order at 5:30 pm.

### ROLL CALL AND ESTABLISH A QUORUM

All members present.

### CITIZEN ENGAGEMENT

This is an opportunity for the public to address the Planning and Zoning Commission regarding an item on the agenda, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing begins. Citizen comments are limited to three (3) minutes per speaker, unless the speaker requires the assistance of a translator, in which case the speaker is limited to six (6) minutes, in accordance with applicable law. Each speaker shall approach the designated speaker location, complete the citizen engagement sign in sheet and state his/her name and city of residence before speaking. Speakers shall address the Planning and Zoning Commission with civility that is conducive to appropriate public discussion. Speakers can address only the Planning and Zoning Commission and not individual city officials or employees. The public cannot speak from the gallery but only from the designated speaker location.

No citizens were present to comment.

### ITEMS FOR INDIVIDUAL CONSIDERATION

1. Consider and take appropriate action on minutes from September 9, 2025 and October 20, 2025.

Motion made by Charlotte McDonald, second by Michael Adams to approve minutes from September 9, 2025 and October 20, 2025. Motion carried unanimously.

- 2. Consider and take appropriate action on preliminary plat for Wolfforth United Addition Tract C through R.

Motion made by Charlotte McDonald, second by Russell Dabbs to recommend approval of the preliminary plat for Wolfforth United Addition Tract C. Motion carried unanimously.

- 3. PUBLIC HEARING: Conduct a Public Hearing on amending Chapter 14 Zoning; 14.03.002 Zoning of Newly Annexed Areas; 14.03.008(5) Use Table; 14.03.012(F) Removing Cemeteries as an Allowed Use Under Parks and Open Areas; and 14.03.013 Commercial Use Categories.

Kyle Reeves opened the public hearing at 5:39 pm. After no comments, the public hearing was closed at 5:40 pm.

- 4. Consider and take appropriate action on amending the Chapter 14 Zoning; 14.03.002 Zoning of Newly Annexed Areas; 14.03.008(5) Use Table; 14.03.012(F) Removing Cemeteries as an Allowed Use Under Parks and Open Areas; and 14.03.013 Commercial Use Categories.

Motion by Robert Garcia, second by Charlotte McDonald to recommend approval of amending the zoning ordinance with a clarification on 14.03.013 (q) (3)- Exceptions to Funeral Homes and Crematoriums. Motion carried unanimously.

**ADJOURN**

Motion made by Robert Garcia, second by Charlotte McDonald to adjourn the meeting at 5:49 pm. Motion carried unanimously.

In accordance with the Americans with Disability Act any person with a disability requiring reasonable accommodation to participate in this meeting should call the City Secretary at 806-855-4120 or send written request to P.O. Box 36 Wolfforth Texas 79382 at least 48 hours in advance of the meeting date.

**Certification**

I, the undersigned authority do hereby certify that the Notice of Meeting was posted at City Hall of the City of Wolfforth, Texas was posted on November 5, 2025 at 5:00 p.m.

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ATTEST:

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Tara Tomlinson, Director of Development Services



## AGENDA ITEM COMMENTARY

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**MEETING NAME:** Planning and Zoning Commission  
**MEETING DATE:** January 13, 2026  
**ITEM TITLE:** Consider and take appropriate action on final plat for WolfForth-United Addition Tracts “C” – “G”.  
**STAFF INITIATOR:** Tara Tomlinson, Director of Development Services

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**BACKGROUND:**

The attached plat has been reviewed by staff and third parties and meets the City’s ordinances for approval with the attached conditions to address. Per City of WolfForth’s Code of Ordinances, approval by Planning and Zoning Commission shows that the plat meets all ordinances. Public infrastructure will be accepted by City Engineer at another date. Drainage infrastructure will be inspected and approved at a later date.

**EXHIBITS:**

1. Plat

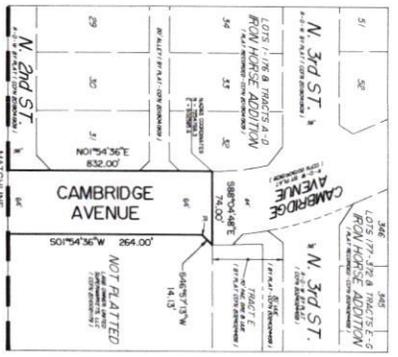
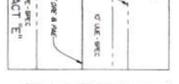
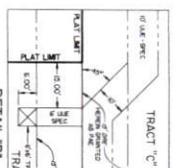
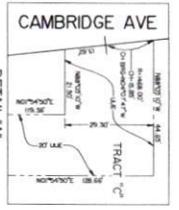
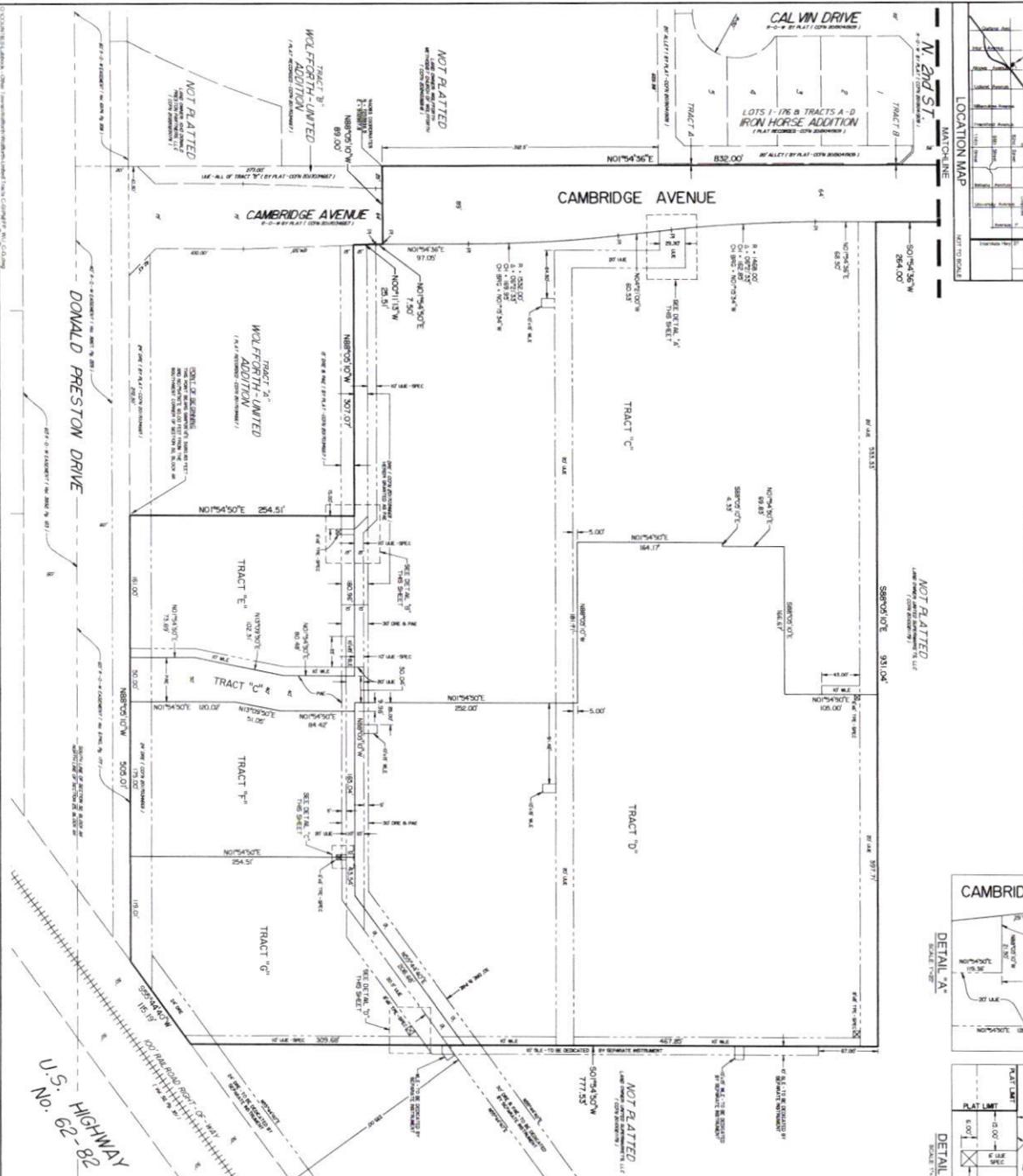
**COMMITTEE ACTION/STAFF RECOMMENDATION:**

City staff recommends a recommendation to the City Council for approval.

Item # 2.



TRACTS "C", "G"  
WOLFORTH-UNITED ADDITION  
TO THE CITY OF WOLFORTH  
LUBBOCK COUNTY, TEXAS



GENERAL NOTES

1. This plat is subject to the provisions of the Uniform Gifts to Minors Act (UGMA) and the Uniform Gifts to Children Act (UGCA) as amended.

2. The plat is subject to the provisions of the Uniform Gifts to Minors Act (UGMA) and the Uniform Gifts to Children Act (UGCA) as amended.

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ADDITIONAL NOTES

1. This plat is subject to the provisions of the Uniform Gifts to Minors Act (UGMA) and the Uniform Gifts to Children Act (UGCA) as amended.

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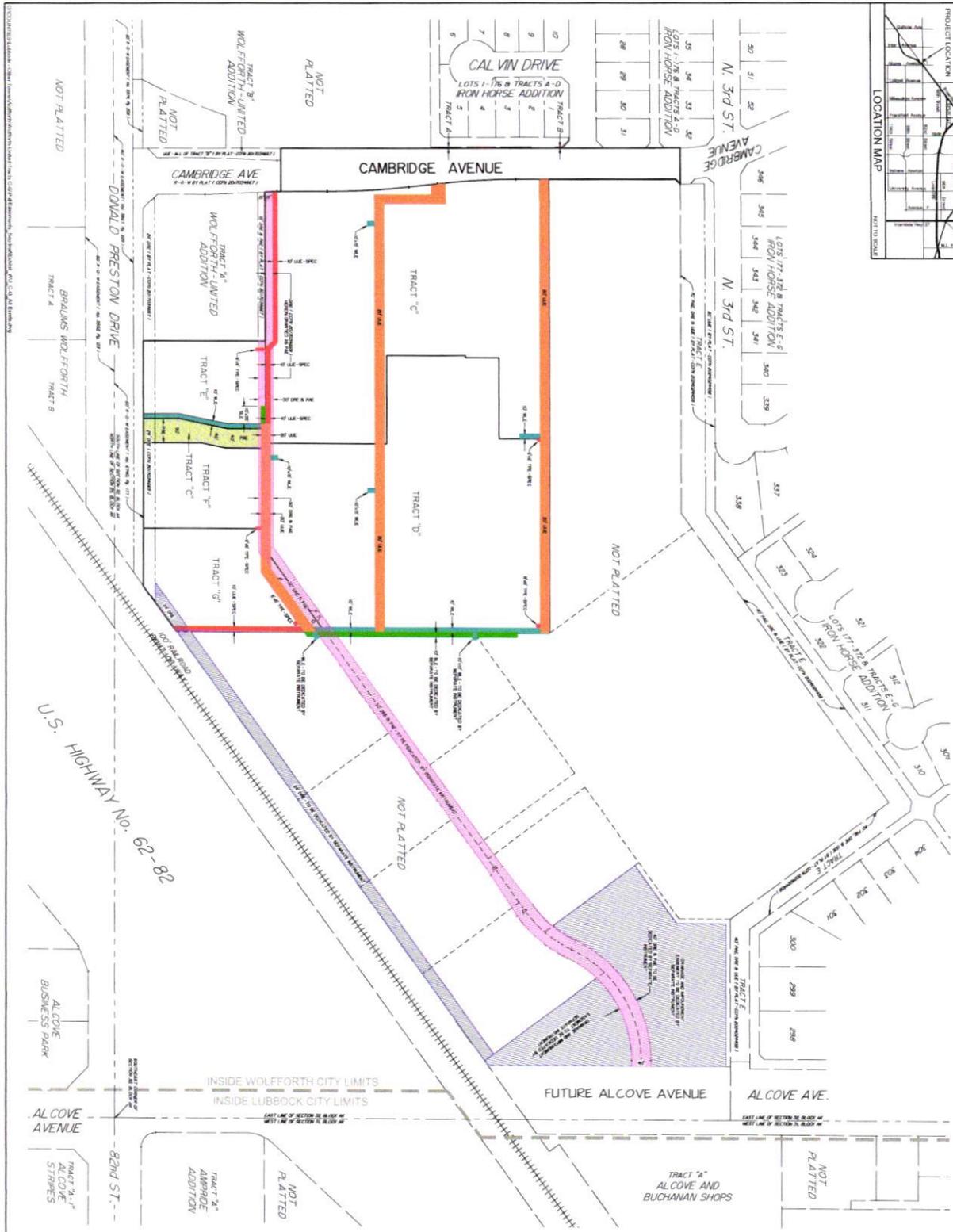
**PRELIMINARY: THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED TO VIEWED OR REPRODUCED AS A FINAL SURVEY DOCUMENT.**

RELEASING DATE: December 18, 2025

Approved: \_\_\_\_\_  
City Engineer

Approved: \_\_\_\_\_  
City Secretary





TRACTS "C" - "G"  
 WOLFORTH-UNITED ADDITION  
 TO THE CITY OF WOLFORTH,  
 LUBBOCK COUNTY, TEXAS

EXHIBIT OF ALL PROPOSED  
 EASEMENTS TO BE DEDICATED WITH  
 THE RECORDING OF THIS PLAT.

- LEGEND**
- 1. Utility Line Easement (M&E)
  - 2. Storm Water Easement (M&E)
  - 3. Easement for Access to the Property
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THIS DOCUMENT IS RELEASED FOR ARCHIVAL PURPOSES ONLY.  
 RELEASE DATE: December 18, 2025

