

# Wylie Planning and Zoning Commission Regular Meeting

July 18, 2023 – 6:00 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098



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## CALL TO ORDER

Director of Community Services Jasen Haskins called the meeting to order at 6:00 p.m. Commissioners present: Vice Chair Joshua Butler, Commissioner Jacques Loraine, Commissioner James Byrne, Commissioner Rod Gouge, Commissioner Jennifer Grieser, Commissioner Joe Chandler, Commissioner Keith Scruggs, Director of Community Services Jasen Haskins, Sr Planner Kevin Molina, Engineering Development Manager Than Nguyen, and Secretary Lillian Baker.

## INVOCATION & PLEDGE OF ALLEGIANCE

The Invocation was led by Commissioner Gouge and the Pledge of Allegiance was led by Commissioner Grieser.

## COMMENTS ON NON-AGENDA ITEMS

*Any member of the public may address Commission regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Commission requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Commission is not allowed to converse, deliberate or take action on any matter presented during citizen participation.*

None approached the Commissioners.

## ELECTION OF CHAIR AND VICE-CHAIR

Nominate and motion for Chair

Nominate and motion for Vice-Chair

### Board Action on Election of Chair and Vice-Chair

A motion was made by Commissioner Grieser and seconded by Commissioner Loraine to nominate Vice-Chair Butler for Chair. A vote was taken and carried 7 – 0.

A motion was made by Chair Butler and seconded by Commissioner Grieser to nominate Commissioner Loraine for Vice – Chair. A vote was taken and carried 7 – 0.

## WORK SESSION

WS1. Hold a work session to discuss the Planning and Zoning Commissions rules, procedures, and responsibilities.

### **Staff Comments on Work Session**

Director Haskins presented and provided a general overview of P&Z rules, recommendations to City Council, plats, plans, and approvals. He also covered the processes for ordinances, regulation amendments, operations, gatherings, training, conflicts of interest, and other procedural reminders.

### **CONSENT AGENDA**

*All matters listed under the Consent Agenda are considered to be routine by the Commission and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

A. Minutes from June 20, 2023 Regular Meeting

### **Board action on Consent Agenda**

A motion was made by Commissioner Gouge and seconded by Commissioner Loraine to approve the Consent Agenda as presented.

### **REGULAR AGENDA**

1. Consider, and act upon, a Site Plan for Lot 1 & 2 Block A of Estacado Addition for the development of a fueling station with a convenience store on .806 acres and a car wash on .920 acres. Property generally located at 1001 South State Highway 78.

### **Staff Comments on Regular Agenda**

Sr Planner Molina presented. The plan was approved in May and is in compliance. Staff is recommending conditional approval with screening, where the business meets the neighboring mobile home park, per zoning ordinance Section 8.1.C.5.c.(10). Staff recommends a living screen 8' in height or a board on board fence 8' in height. Applicant has agreed to a screen. Commission requested it be an 8' masonry wall to mute sound to mobile home park. Applicant was noted as not present to speak.

Staff and the Commission also addressed the traffic impact. Engineering Development Manager Nguyen stated that a traffic impact analysis was submitted by the applicant and is currently under review by the City of Wylie Engineering Department and a third party. Engineering will request changes as needed based on analysis outcome and at preference of fire department for straight entry access.

### **Board Action on Regular Agenda**

A motion was made by Chair Butler and seconded by Vice-Chair Loraine to approve the Regular Agenda item, with the stipulation that an 8' masonry wall be added to the boundary with the business and the mobile home park. A vote was taken and carried 7 – 0.

### **ADJOURNMENT**

A motion was made by Commissioner Byrne and seconded by Commissioner Gouge to adjourn. A vote was taken and carried 7 – 0. The meeting was adjourned at 6:33 p.m.



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Joshua Butler – Chair

**ATTEST**



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Lillian Baker - Secretary