

Planning and Zoning Commission Meeting Minutes

Aubrey City Council Chambers
226 Countryside Dr.
Aubrey, TX 76227
December 12, 2024
6:00 PM



Call to Order - Determine if a Quorum is Present:

The meeting was called to order at 06:00 PM.

Present: Donald Smith, Kyle Kennedy, Candace Stone, Brittney Murray, Sina Tidwell, Nicole Shaw

Absent: Christal Johnson, Chuck Fuller

Staff Present: City Attorney Heather Shankle, City Secretary Jenny Hicks, Executive Director of Operations Leanne Wilson, Planner Helen-Eve Beadle

Commissioner Sina Tidwell offered the Invocation and Commissioner Kyle Kennedy led the Pledge of Allegiance.

Community Announcements: None

Citizen Input: None

New Business: New items requested for consideration.

1. Consider and make a recommendation to City Council regarding a Preliminary Plat application for Highpointe Ranch Phase 2 containing 219 residential lots and two (2) HOA/nonresidential lots in approximately 38.154 acres of land out of the F. Trevino Survey, Abstract No. 1243, City of Aubrey, Denton County, Texas. (*KLB Buy 3, LLC*)

City Planner Helen-Eve Beadle provided information.

P&Z Commissioner Kyle Kennedy made a motion to approve the Preliminary Plat with the three conditions listed. P&Z Commissioner Brittney Murray seconded. Motion Passed (6:0). None opposed.

Conditions:

1. **A 5 foot wall maintenance easement shall be provided for the lots that back or side to Blackjack Road.**
 2. **Blackjack Road shall be one word; and**
 3. **The signage in the landscaping plans shall be approved through a Sign Coordination Plan or other ordinance regulated review process.**
2. Consider and make a recommendation to City Council regarding a Final Plat application for Highpointe Ranch Phase 2 containing 219 residential lots and two (2) HOA/nonresidential lots in approximately 38.154 acres of land out of the F. Trevino Survey, Abstract No. 1243, City of Aubrey, Denton County, Texas. *(KLB Buy 3, LLC)*

City Planner Helen-Eve Beadle provided information.

P&Z Commissioner Donald Smith made a motion to approve the Final Plat with the four conditions listed. P&Z Commissioner Candace Stone seconded. Motion Passed (6:0). None opposed.

Conditions:

1. **The Preliminary Plat for Phase 2 shall be approved;**
 2. **A 5 foot wall maintenance easement shall be provided for the lots that back or side to Blackjack Road;**
 3. **Blackjack Road shall be one word; and**
 4. **The signage in the landscaping plans shall be approved through a Sign Coordination Plan or other lawful review process.**
3. Consider and make a recommendation to City Council regarding a Preliminary Plat application for Highpointe Ranch Phase 3 containing 146 residential lots and one (1) HOA/nonresidential lot in approximately 31.067 acres of land out of the F. Trevino Survey, Abstract No. 1243, City of Aubrey, Denton County, Texas. *(KLB Buy 3, LLC)*

City Planner Helen-Eve Beadle provided information.

P&Z Commissioner Candace Stone made a motion to approve the Preliminary Plat. P&Z Commissioner Brittney Murray seconded. Motion Passed (6:0). None opposed.

4. Consider and make a recommendation to City Council regarding a Final Plat application for Highpointe Ranch Phase 3 containing 146 residential lots and one (1) HOA/nonresidential lot in approximately 31.067 acres of land out of the F. Trevino Survey, Abstract No. 1243, City of Aubrey, Denton County, Texas. *(KLB Buy 3, LLC)*

City Planner Helen-Eve Beadle provided information.

P&Z Commissioner Donald Smith made a motion to approve with the condition the Preliminary Plat for Phase 3 shall be approved. P&Z Commissioner Nicole Shaw seconded. Motion Passed (6:0). None opposed.

5. Consider and make a recommendation to City Council regarding the Site Plan for a restaurant to be located at 403 S. Main Street.

The applicant requested a 30-day extension to address landscaping and drainage issues. No action taken.

6. Consideration and action on Minutes of the November 14, 2024 meeting.

P&Z Commissioner Donald Smith made a motion to approve. P&Z Commissioner Brittney Murray seconded. Motion Passed (5:1). Commissioner Sina Tidwell abstained.

-ADJOURN-

The meeting was adjourned at 6:16 PM.

PASSED and APPROVED by the Planning and Zoning Commission of the City of Aubrey, Texas this 15th day of January, 2025.

Sina Tidwell, Commission Chair



ATTEST:

Jenny Hicks, City Secretary