



**REGULAR PLANNING AND ZONING COMMISSION  
MEETING MINUTES  
OCTOBER 2, 2017**

COMMISSIONERS PRESENT: Chairperson Lynn Motley, Vice-Chairperson Joshua Spare, Commissioners, Cheryl Smith, John Lopez, Janie Adhikari, Clayton Fisher, Eduardo Carranza, and Max Coleman.

COMMISSIONERS ABSENT: Shawn Connor

CITY STAFF PRESENT: Steve Norwood, Director of Development Services, David Jones, Chief City Planner, Charles Lee, Senior Planner, Savannah Ware, Senior Planner, Colby Collins, Planner, Ted Helm, Planner, Megan Mahan, Assistant City Attorney, and Chris Hartmann, Executive Assistant

Chairperson Motley called the meeting to order in the Council Chambers in the City Hall Building at 6:35 p.m.

PUBLIC HEARING AGENDA Item #16– TA171001 – Text Amendment – Temporary Concrete Batch Plants. Chief City Planner David Jones presented the case report and gave a Power Point presentation request to Article 4: Permissible Uses, Section 4.12.4 – Public Notice, to include sending surrounding property owner notices in the same manner as a zoning case; and Article 22: Fee Schedule, Section 22.2.29 – Permit/Advertisement Fees for Temporary Concrete Batch Plants, to establish a fee covering the cost of such notices. The applicant is the City of Grand Prairie.

Mr. Jones stated the proposed amendment would revise notification requirements for temporary batch plants and adjust the fee schedule to cover the costs of the notification process. Currently, temporary batch plants may be permitted by the Director of Public Works upon filing of an application and \$350 fee. Each proposal for a batch plant must be publically advertised in the local newspaper to provide a minimum of ten days for public review and comment. There is no other requirement for public notification. Due to changing consumer tastes regarding traditional newspapers, staff is proposing to modify the notification requirements to ensure owners of property surrounding proposed batch plants are receiving adequate notice. The proposed amendment would adopt notification requirements similar to rezoning and Specific Use Permits by requiring that property owners within 300 feet of the proposed batch plant site be notified by U.S. Mail not less than fifteen days prior to approval or denial by the Director of Public Works. To cover the additional cost of preparing and mailing public notices to surrounding property owners, the application fee would increase from \$350 to \$500.

Mr. Jones stated the Development Review Committee recommends approval of the proposed amendment.

There being no further discussion on the case Commissioner Coleman moved to close the public hearing and approve cases TA171001 as presented by staff. The action and vote being recorded as follows:

Motion: Coleman

Second: Adhikari

Ayes: Adhikari, Carranza, Coleman, Fisher, Lopez, Motley, Smith, and Spare

Nays: None

Approved: 8-0

Motion: **carried.**