



**CITY OF COLEMAN, TEXAS
PLANNING AND ZONING COMMISSION
Meeting Agenda**

The Planning and Zoning Commission of the City of Coleman, Texas will meet in a called meeting on Tuesday, March 29, 2022 at 5:30 p.m. in the Council Chambers of City Hall, 200 West Liveoak, Coleman, Texas. The Commission may vote and/or act upon each of the items listed on this Agenda. One agenda item will be discussed at a time, in the order determined by the Commission Chair, unless logic and practical considerations allow similar topics to be considered together for purposes of convenience and efficiency.

The Planning and Zoning Commission reserves the right to meet in closed, executive session on any of the items listed below should the need arise and if authorized by Title 5, Chapter 551, of the Texas Government Code.

1. Call to Order / Invocation / Pledge
2. Citizen Comments: Any citizen who desires to address the Planning and Zoning Commission on a matter not included on the agenda may do so at this time. Comments are limited to five (5) minutes for items not on the agenda. If you wish to speak to an item on the agenda, you will be allowed to speak when the item is called for discussion. There is a (3) minute time limit for items on the agenda which may be extended if necessary, by decision of the Committee Chair.
3. Discuss, consider and act upon approval of the minutes of the meeting conducted on February 22, 2022.
4. Public Hearings: The Planning and Zoning Commission will conduct Public Hearings on the following zoning issues. The Commission may discuss, consider and act upon the subject of each hearing after receiving public comments, including but not limited to approval, disapproval, or modification of a request.
 - A. The Planning and Zoning Commission will conduct a **Public Hearing** on the request for zoning change from A- Agricultural District to (SF-3) Single Family Residential District -2 to allow a manufactured home for the property located at 100 Nelda Lane.

- B. The Planning and Zoning Commission will conduct a **Public Hearing** on the request for zoning change from Single Family District 2 (SF-3) to Commercial District C-1, Light Retail and Neighborhood Services for the property located at 1001 5th Avenue.

5. Adjournment

Certification

I certify that the above notice of meeting was posted at City Hall, 200 W. Liveoak, Coleman Texas, and on the City of Coleman internet website on Friday February 18, 2022 at 5:00 p.m. and remained so posted continuously for at least seventy-two (72) hours preceding the scheduled time of said meeting. I further certify that the media was properly notified. A list of those notified will be available upon request.



**James R. King, Assistant City
Manager**

Special Accommodations

The City of Coleman is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the City Secretary by calling 325-625-4116 or by going by 200 W. Liveoak, Coleman Texas during normal business hours at least (48) forty-eight hours in advance of the scheduled meeting.

**City of Coleman
Planning and Zoning Commission
Agenda Memo**

Meeting Date: **March 29, 2022 @ 5:30 p.m.**

SUBJECT: Agenda Item No. 1

AGENDA ITEM:

Call to Order, Invocation, and Pledge of Allegiance to the Flags of the United States of America and the State of Texas.

The Pledge of Allegiance to the Flag of the United States of America:

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

Should be rendered by standing at attention facing the flag with the right hand over the heart. When not in uniform men should remove any non-religious headdress with their right hand and hold it at the left shoulder, the hand being over the heart.

The Pledge of Allegiance to the Flag of the State of Texas:

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

The pledge of allegiance to the flag of the United States should be recited before the pledge of allegiance to the state flag if both are recited; should be rendered by standing at attention facing the flag with the right hand over the heart. When not in uniform men should remove any non-religious headdress with their right hand and hold it at the left shoulder, the hand being over the heart.

**City of Coleman
Planning and Zoning Commission
Agenda Memo**

Meeting Date: **March 29, 2022 @ 5:30 p.m.**

SUBJECT: Agenda Item No. 2

AGENDA ITEM:

Citizen Presentations: Any citizen who desires to address the Planning and Zoning Commission on a matter not included on the agenda may do so at this time. The Board may not deliberate on items presented under this agenda item. Presentations are subject to five (5) minutes for items not on the agenda. If you wish to speak to an item on the agenda, you will be allowed to speak when the Board addresses the item. There is a (3) minute time limit for items on the agenda. The presiding officer (with the consent of a majority of the board) may grant additional time. To comply with the provisions of the Open Meetings Act, the Council respectfully requests that each person submit a Speaker Request Form stating your name, address, and topic of presentation. The form is located at the entryway to Council Chambers.

NOTES:

**City of Coleman
Planning and Zoning Commission
Agenda Memo**

Meeting Date: **March 29, 2022 @ 5:30 p.m.**

SUBJECT: Agenda Item No. 3

AGENDA ITEM: Discuss, consider and act upon approval of the minutes of the meeting conducted on February 22, 2022.

RECOMMENDED MOTION:

“I move to approve the minutes for February 22nd as presented.”

ATTACHMENTS:

Minutes for February 22nd, 2022.

**City of Coleman
Planning and Zoning Commission
Agenda Memo**

Meeting Date: **March 29, 2022 @ 5:30 p.m.**

SUBJECT: Agenda Item No. 4 (A)

AGENDA ITEM: The Planning and Zoning Commission will conduct a **Public Hearing** on the request for zoning change from A-Agricultural District to Single Family District 2 (SF-3) to allow a manufactured home for the property located at 100 Nelda Lane.

I will now open the public hearing at _____ p.m.”

1. Ask for information to be presented by city staff.
2. Ask if the property owner is present to present any information on the property or a plan of action.
3. Ask if anyone else would like to address the board about this property.

“I will now close the public hearing at _____ p.m.”

The Board may now consider staff recommendations and other comments received and issue appropriate orders related to the property.

City of Coleman
200 W. LIVEOAK
Coleman, Tx 76834
325-625-4116



ZONING APPLICATION

REQUEST TYPE

Zoning Change:	
Current Zone	<u>A - AGRICULTURAL</u>
Requested Zone	<u>SINGLE FAMILY</u>
Specific Use Permit:	<u>N/A</u>
Other:	<u>N/A</u>

<input type="checkbox"/>	Preliminary Plat
<input type="checkbox"/>	Plat
<input type="checkbox"/>	Re-Platting
<input type="checkbox"/>	Final Plat

PROPERTY IDENTIFICATION

Location 100 NELDA LANE

LEGAL DESCRIPTION (Accord to deed records) - For Un-Platted land, attach metes and bounds description

Subdivision or Survey Name: BIG COUNTRY EST ADD

Block Number 1

Lot Number 29, 30

ZONING CHANGE

CURRENT ZONE: A - AGRICULTURAL
REQUESTED ZONE: SINGLE FAMILY DISTRICT 2 (SF-3)

Name of Property Owner or Representative CITY OF COLEMAN

Contact Phone Number 325-

Address 200 W. LIVEOAK

Planning and Zoning Hearing Date MARCH 29, 2022

Council Hearing Date APRIL 7, 2022

I hereby petition the City for approval of the above-described request as provided by the laws of the State of Texas and Ordinance of the City of Coleman

Date 3/24/2022 Signature [Signature]
FEE \$100 Date Paid: _____



March 16, 2022

RE: Public Hearing on Zoning Application for 100 Nelda Ln., Coleman, Texas.

Dear Property Owner,

You are hereby notified of a Public Hearing to be held on March 29, 2022, at 5:30 p.m. in the Council Chambers of the Coleman City Hall, located at 200 W. Liveoak, Coleman, Texas, 76834, at which you are welcome to appear and express your opinion on a request for zoning change for the above listed property before the Planning and Zoning Commission for the City of Coleman.

You are also hereby notified of a Public Hearing to be held on April 7, 2022 at 5:15 p.m. in the Council Chambers of Coleman City Hall, located at 200 W. Liveoak, Coleman, Texas 76834, at which you are welcome to appear and express your opinion on a request for zoning change for the above listed property before the City Council for the City of Coleman.

The above property is currently zoned A –Agricultural District and is requested to be changed to Single Family Residential District -2 (SF-3), to allow a manufactured home. If you have any questions, please feel free to call or email me for clarification.

Thank you,

A handwritten signature in blue ink, appearing to read "Dennis L. Jobe", is written over a light blue horizontal line.

Dennis L. Jobe

Planning and Development Director

City of Coleman, 325-625-4116

Map 200'

Legend

Parcels 100 NELDA

Citations

Projection: WGS_1984_Web_Mercator_Auxiliary_Spheroid

0 0.03 0.06 Miles



1: 2,257

Copyright/Disclaimer

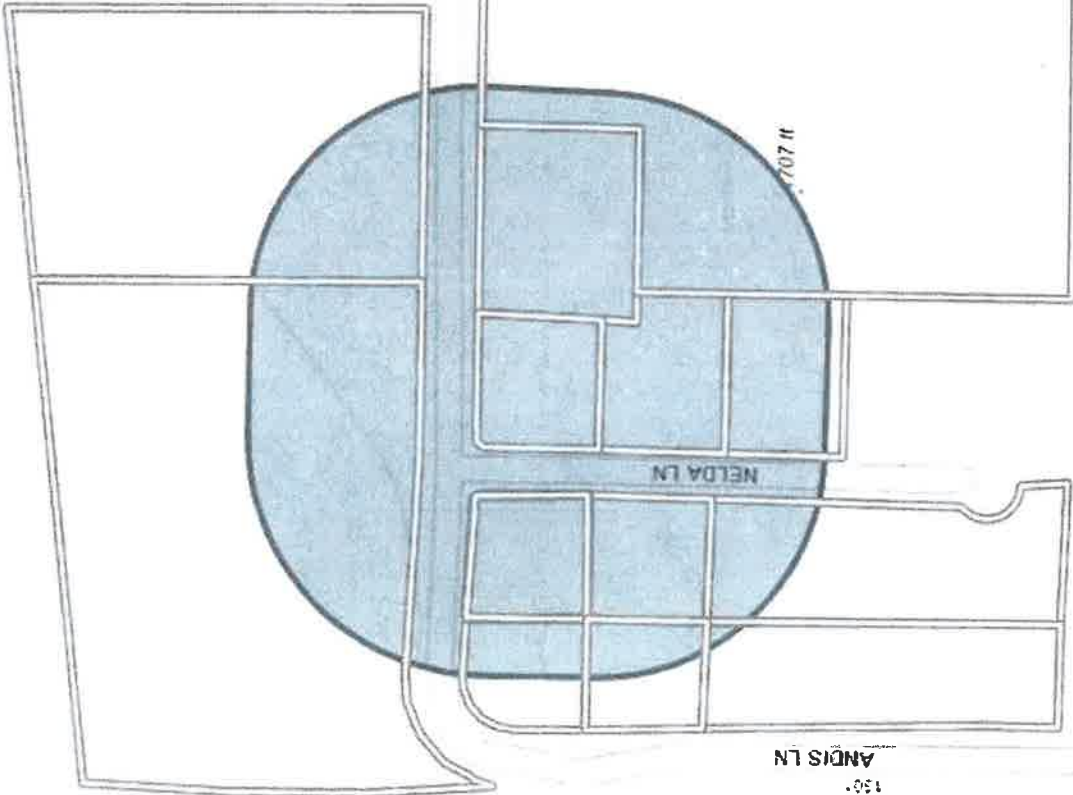
This map has been prepared for informational purposes only. Jacob & Martin Ltd. accepts no responsibility for erroneous measurements or computations that may be made through use of any information contained in this map.

F#2448

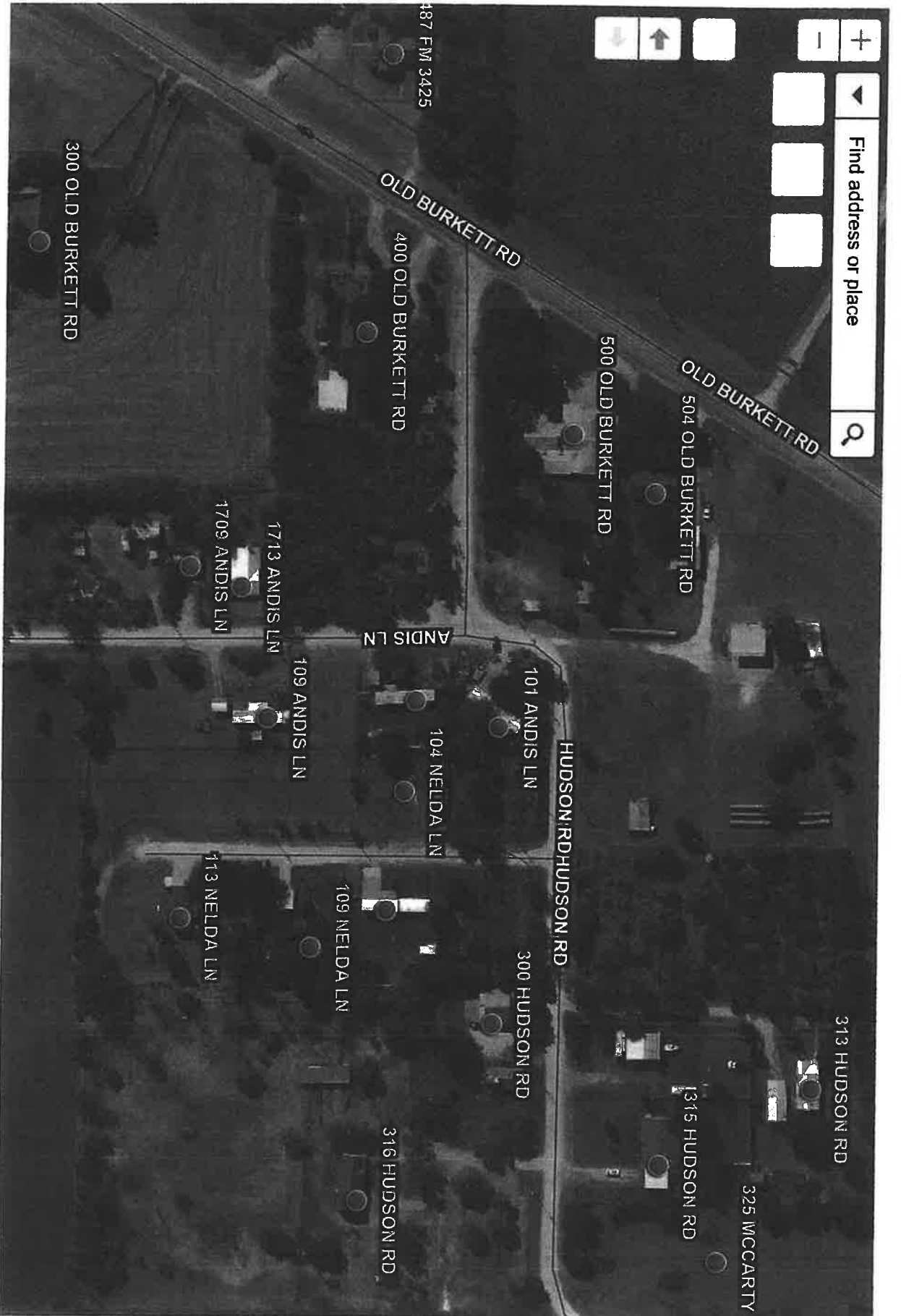


MCCARTY LN

HUDSON RD
300



ANDIS LN
150'



**City of Coleman
Planning and Zoning Commission
Agenda Memo**

Meeting Date: March 29, 2022 @ 5:30 p.m.

SUBJECT: Agenda Item No. 5 (B)

AGENDA ITEM: The Planning and Zoning Commission will conduct a **Public Hearing** on the request for zoning change from Single Family District 2(SF-3) to Commercial District C-1, Office, Light Retail and Neighborhood Services for the property located at 1001 5th Ave.

I will now open the public hearing at _____ p.m.”

4. Ask for information to be presented by city staff.
5. Ask if the property owner is present to present any information on the property or a plan of action.
6. Ask if anyone else would like to address the board about this property.

“I will now close the public hearing at _____ p.m.”

The Board may now consider staff recommendations and other comments received and issue appropriate orders related to the property.

City of Coleman
200 W. LIVEOAK
Coleman, Tx 76834
325-625-4116



ZONING APPLICATION

REQUEST TYPE

Zoning Change:	
Current Zone	<u>SINGLE FAMILY (SF-3)</u>
Requested Zone	<u>COMMERCIAL (C-1)</u>
Specific Use Permit:	<u>N/A</u>
Other:	<u>N/A</u>

<input type="checkbox"/>	Preliminary Plat
<input type="checkbox"/>	Plat
<input type="checkbox"/>	Re-Platting
<input type="checkbox"/>	Final Plat

PROPERTY IDENTIFICATION

Location 1001 5TH AVENUE

LEGAL DESCRIPTION (Accord to deed records) - For Un-Platted land, attach metes and bounds description

Subdivision or Survey Name: NOWLIN ADDN.

Block Number 27

Lot Number 125X147

ZONING CHANGE

CURRENT ZONE: SINGLE FAMILY (SF-3)

REQUESTED ZONE: COMMERCIAL C-1

Name of Property Owner or Representative CITY OF COLEMAN

Contact Phone Number _____

Address 1001 5TH AVENUE

Planning and Zoning Hearing Date MARCH 29, 2022

Council Hearing Date APRIL 7, 2022

I hereby petition the City for approval of the above-described request as provided by the laws of the State of Texas and Ordinance of the City of Coleman

Date 3-24-2022 Signature Heunni Jane

FEE \$100 Date Paid: _____



March 16, 2022

RE: Public Hearing on Zoning Application for 1001 5th Ave., Coleman, Texas.

Dear Property Owner,

You are hereby notified of a Public Hearing to be held on March 29, 2022, at 5:30 p.m. in the Council Chambers of the Coleman City Hall, located at 200 W. Liveoak, Coleman, Texas, 76834, at which you are welcome to appear and express your opinion on a request for zoning change for the above listed property before the Planning and Zoning Commission for the City of Coleman.

You are also hereby notified of a Public Hearing to be held on April 7, 2022 at 5:15 p.m. in the Council Chambers of Coleman City Hall, located at 200 W. Liveoak, Coleman, Texas 76834, at which you are welcome to appear and express your opinion on a request for zoning change for the above listed property before the City Council for the City of Coleman.

The above property is currently zoned Single Family District 2 (SF-3) and is requested to be changed to Commercial District C-1, Office, Light Retail and Neighborhood Services. If you have any questions, please feel free to call or email me for clarification.

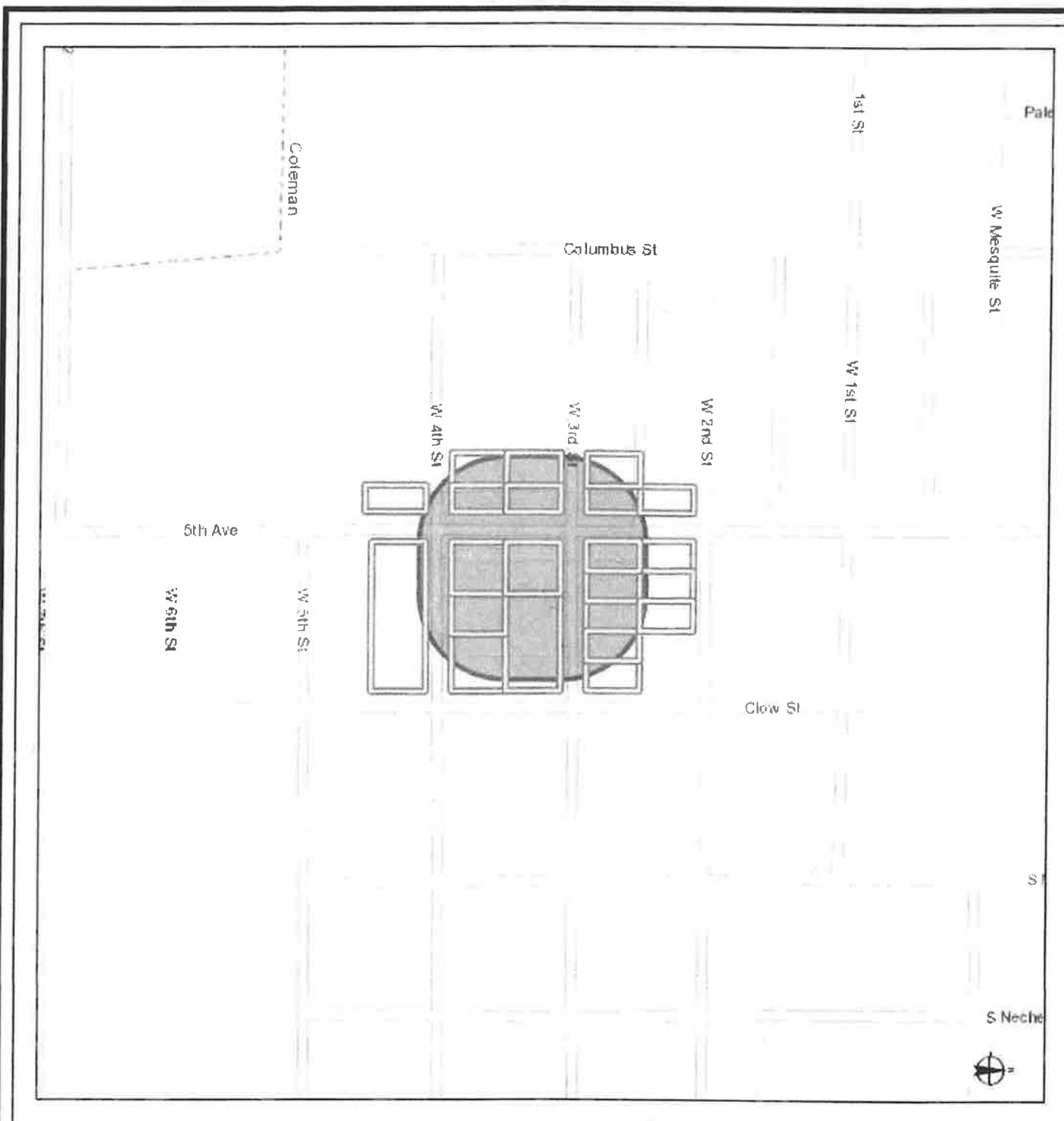
Thank you,

A handwritten signature in blue ink, appearing to read "Dennis L. Jobe", is written over a horizontal line.

Dennis L. Jobe

Planning and Development Director

City of Coleman, 325-625-4116



1001 5th Ave

Legend

- Parcels
- Citations



Copyright/Disclaimer

This map has been prepared for informational purposes only. Jacob & Martin Ltd. accepts no responsibility for erroneous measurements or computations that may be made through use of any information contained in this map.

F#2448





**City of Coleman
Planning and Zoning Commission
Agenda Memo**

Meeting Date: March 29, 2022 @ 5:30 p.m.
SUBJECT: Agenda Item No. 6

AGENDA ITEM: Adjourn.

Adjourning a meeting does not require a motion. The Chair simply adjourns the meeting when all agenda items have been acted upon.