

City of Lucas Planning and Zoning Commission January 14, 2016 7:00 PM City Hall - 665 Country Club Road – Lucas, Texas – 75002

Notice is hereby given that a City of Lucas Planning and Zoning Meeting will be held on Thursday, January 14, 2016 at 7:00 pm at the Lucas City Hall, 665 Country Club Road, Lucas, Texas, 75002-7651 at which time the following agenda will be discussed. As authorized by Section 551.071 of the Texas Government Code, the Planning and Zoning Commission many convene into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any item on the agenda at any time during the meeting.

Call to Order

- Roll Call
- Determination of Quorum
- Reminder to turn off or silence cell phones
- Pledge of Allegiance

Public Hearings

- 1. Public Hearing: Consider the specific use permit request by Rudy Rivas on behalf of Lucas Corners, LLC for approval of an outside dining with an approved site plan for the property located at the intersection of East and West Lucas Road, otherwise known as the Jas Lovelady Survey Abstract A0538, Tract 26, being 1.544 acres. (Development Services Director Joe Hilbourn)
 - A. Presentation by Development Services Director Joe Hilbourn
 - B. Conduct Public Hearing
 - C. Take Action

Regular Agenda

- 2. Consider approval of the minutes of the December 10, 2015 Planning and Zoning Commission meeting. (City Secretary Stacy Henderson)
- 3. Consider approval of the preliminary plat submitted by Randy Helmberger, on behalf of Pennington Partners, Ltd., to create a 39,823 square foot lot and leaving 19.243 acres unplatted for the property located in the W.M. Snider Survey, ABS 821, otherwise known as Lot 1 and 2, Block A of the Angel addition. (Development Services Director Joe Hilbourn)

- 4. Consider approval of a site plan request by Randy Helmberger, on behalf of Pennington Partners, Ltd., for a veterinary clinic, creating a 39,823 square foot lot, for a parcel of land located in the W.M. Snider Survey, Abstract 821 otherwise known as Lot 1 and 2, Block A of the Angel Addition. (Development Services Director Joe Hilbourn)
- 5. Consider amending the minimum dwelling size of the floor area of any dwelling to be eighteen hundred square feet (1,800 sq. ft.), exclusive of garages, breezeways, and porches and that dwellings shall have a minimum ninety percent (90%) of the exterior walls of masonry construction, stucco, cultured stone exterior or combination of these materials. (Development Services Director Joe Hilbourn)
- 6. Consider the appointment of a Chairman and Vice Chairman to serve for a period of one (1) year with a term ending December 31, 2016. (City Secretary Stacy Henderson)

Executive Session

The Planning and Zoning Commission may convene in a closed Executive Session pursuant to Chapter 551.071 of the Texas Government Code.

An Executive Session in not scheduled for this meeting.

7. Adjournment.

Certification

I hereby certify that the above notice was posted in accordance with the Texas Open Meetings Act on the bulletin board at Lucas City Hall, 665 Country Club Road, Lucas, TX 75002-7651 and on the City's website at www.lucastexas.us on or before January 8, 2016.

Stacy Henderson City Secretary

In compliance with the American with Disabilities Act, the City of Lucas will provide for reasonable accommodations for persons attending public meetings at City Hall.

Requests for accommodations or interpretive services should be directed to Stacy Henderson at 972-727-8999 or by email at shenderson@lucastexas.us at least 48 hours prior to the meeting.



City of Lucas ^{lten} Planning and Zoning Agenda Request January 14, 2016

Requester: Development Services Director Joe Hilbourn

Agenda Item:

Public Hearing: Consider the specific use permit request by Rudy Rivas on behalf of Lucas Corners, LLC for approval of an outside dining with an approved site plan for the property located at the intersection of East and West Lucas Road, otherwise known as the Jas Lovelady Survey Abstract A0538, Tract 26, being 1.544 acres.

- A. Presentation by Development Services Director Joe Hilbourn
- B. Conduct Public Hearing
- C. Take Action

Background Information:

The property is zoned Commercial and does require a specific use permit. The site has an approved site plan and landscape plan and the property is platted with a current traffic impact analysis and flood study.

Attachments/Supporting Documentation:

1. Approved site plan

Budget/Financial Impact:

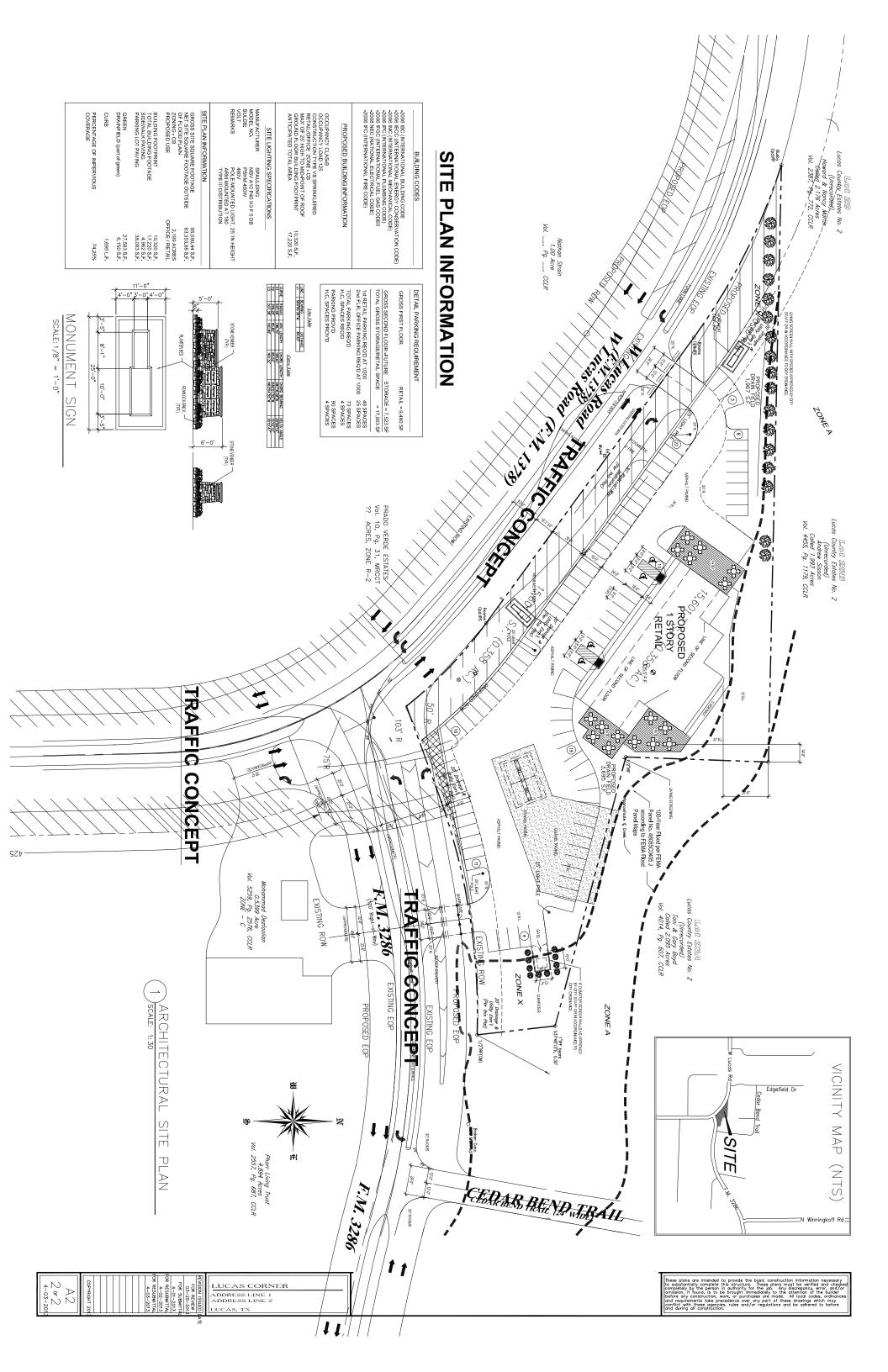
NA

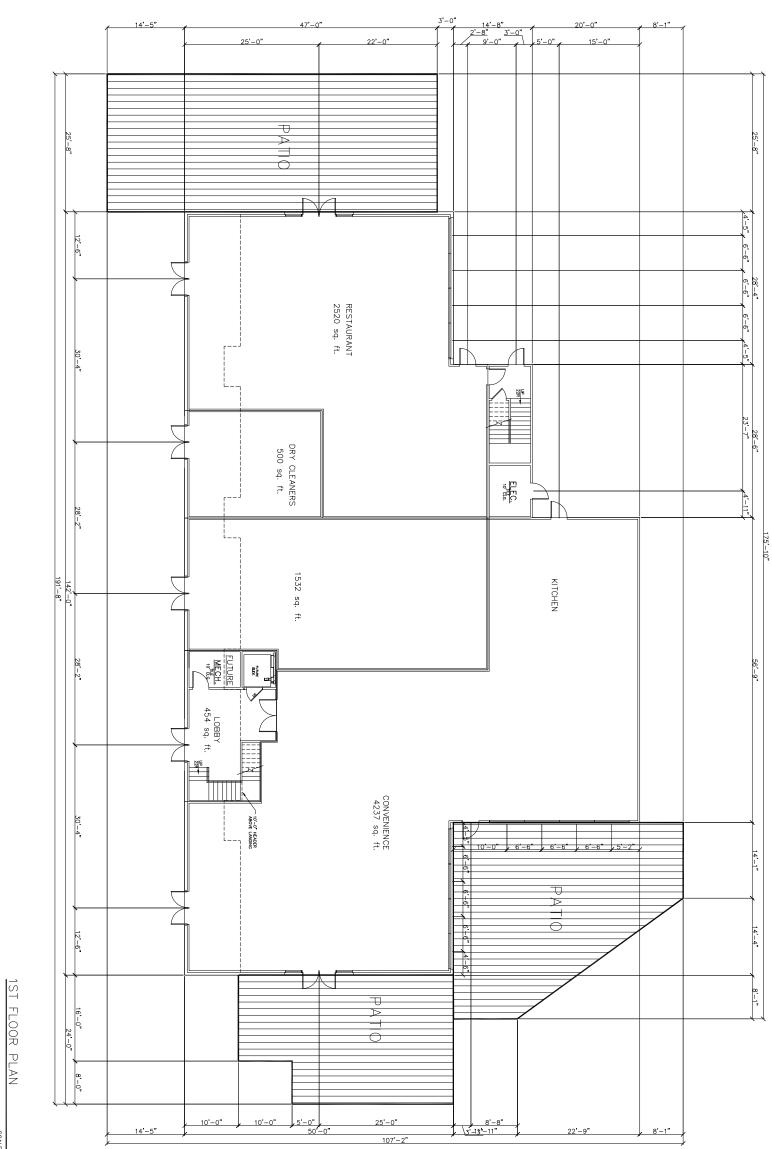
Recommendation:

NA

Motion:

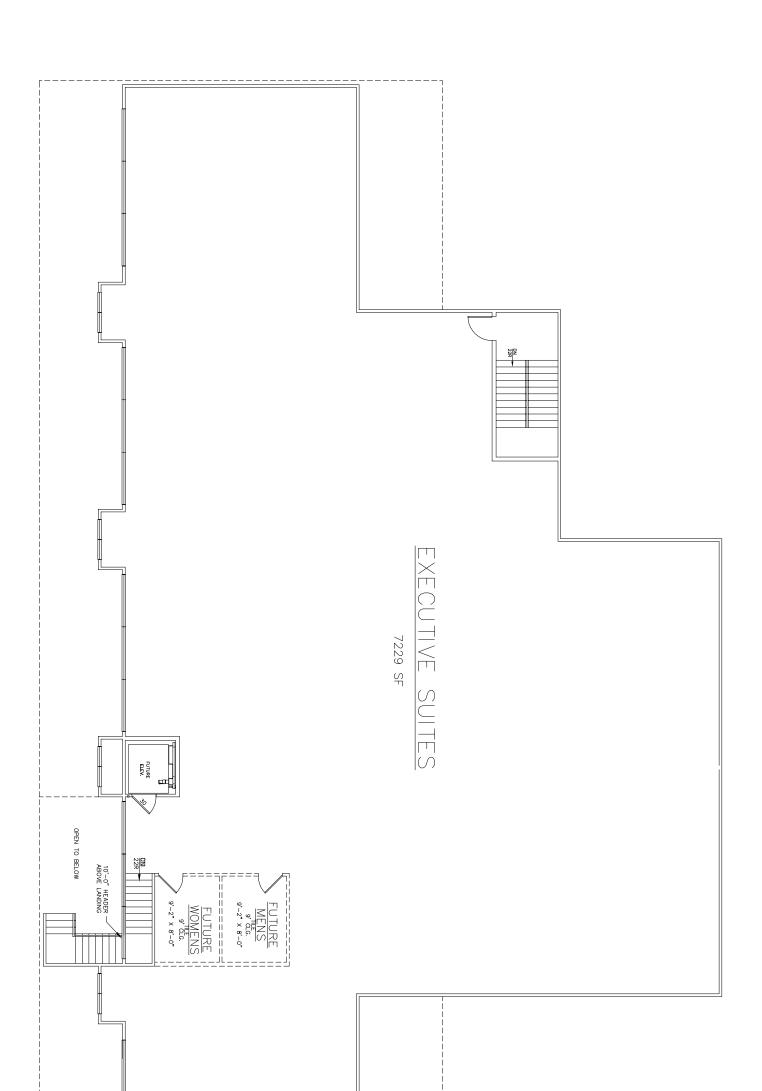
I make a motion to approve/deny the specific use permit request by Rudy Rivas on behalf of Lucas Corners, LLC for approval of an outside dining with an approved site plan for the property located at the intersection of East and West Lucas Road, otherwise known as the Jas Lovelady Survey Abstract A0538, Tract 26, being 1.544 acres.

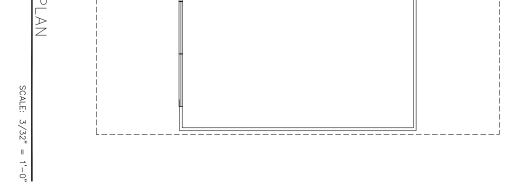




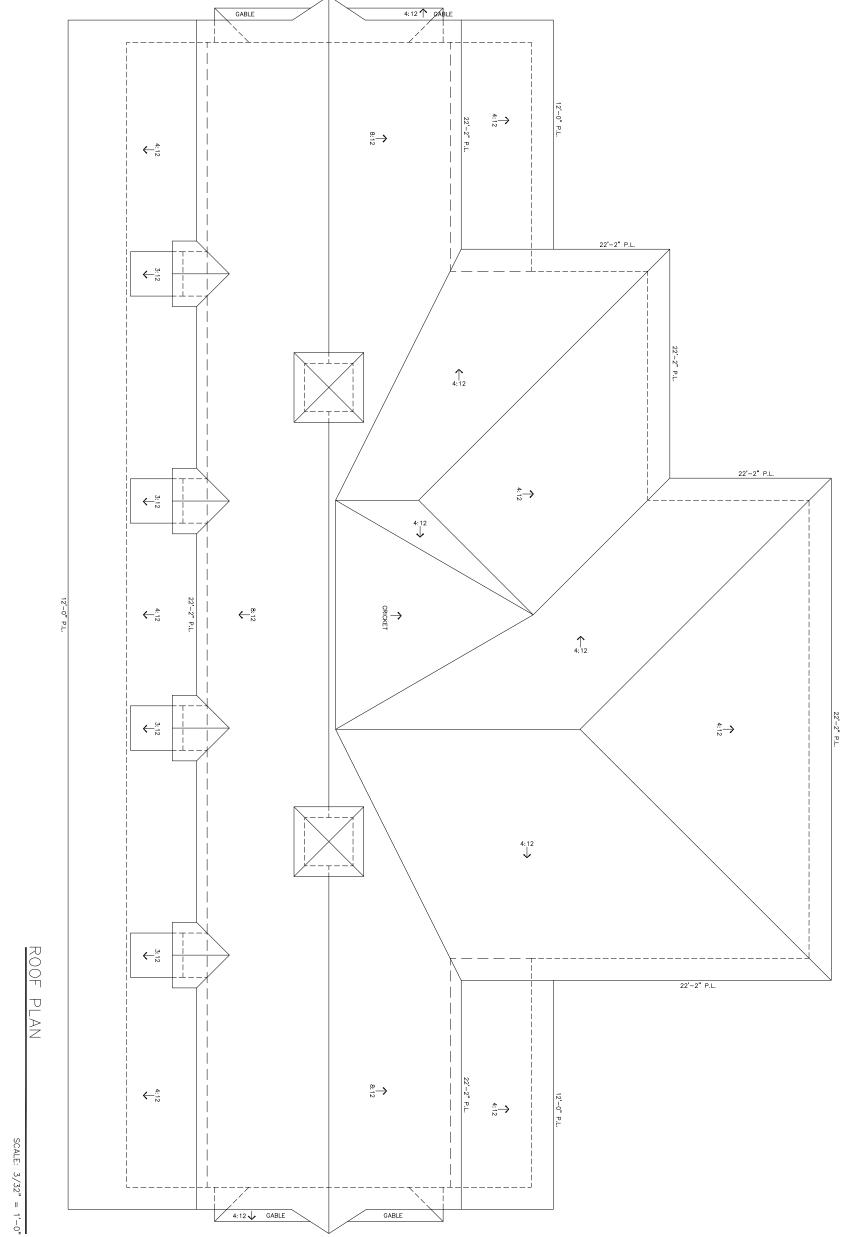
SCALE: 1/8" = 1'-0"





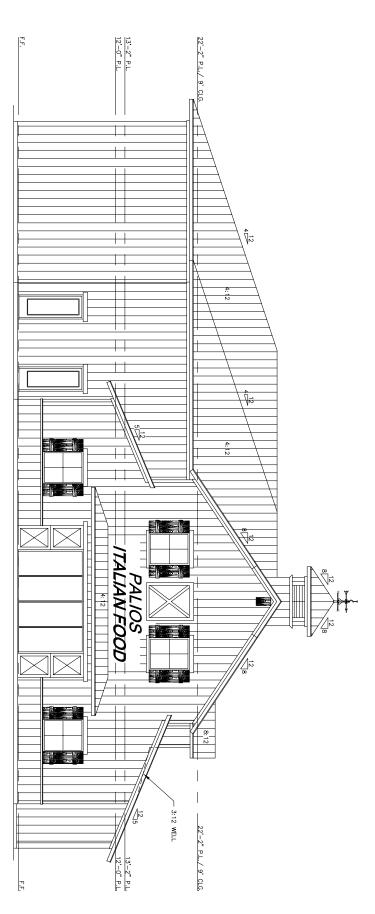


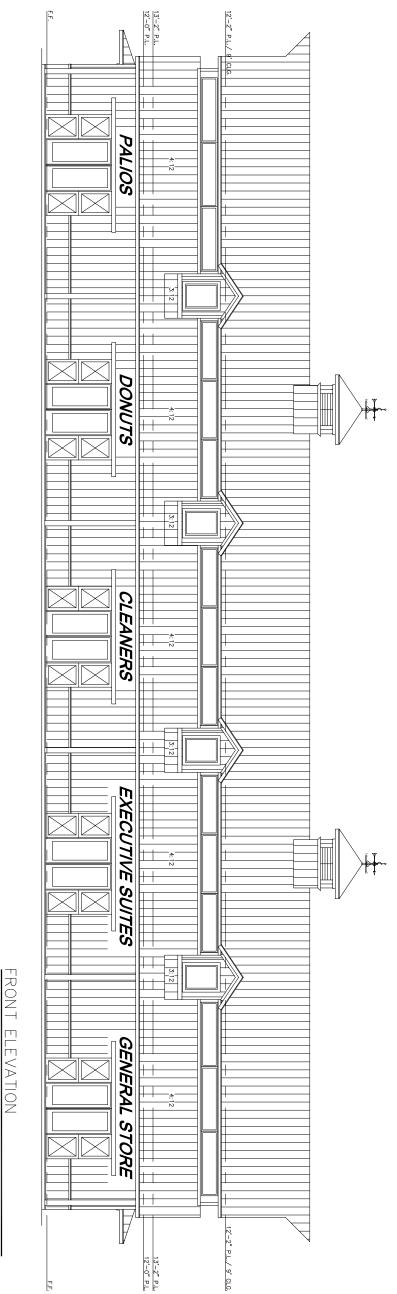
A CUSTOM RESIDENCE FOR: LUCAS CORNER LOT: BLOCK: ADDRESS SUBDIVISION LUCAS, COLLIN COUNTY, TEXAS	M. CHRISTOPHER RESIDENTIAL, LLC © Copyright 2015	These pions are intended to provide the basic construction information necessary to substantially complete this structure. These pions mult be verified and checked completely by the person in authority for the job. Any discrepancy, error, the attention of the builder telors any contraction, work, or purchases are made. All local codes, ordinances and requirements table precedence over any part of these drawings and be admired to before and during all construction. M. Christopher Residential, LLC	REVISIONS:
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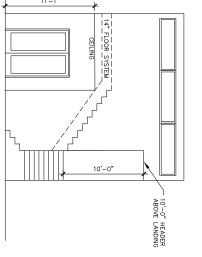


SHEET NO.	A CUSTOM RESIDENCE FOR: <u>LUCAS CORNER</u> LOT: BLOCK: ADDRESS SUBDIVISION LUCAS, COLLIN COUNTY, TEXAS	M. CHRISTOPHER RESIDENTIAL, LLC © Copyright 2015	These plans are intended to provide the basic construction information necessary to substantially complete the structure. The second second second second second second second second person in automation of found, is to be brought immediately to or purchase are made. All local codes, and immediately to or purchase are made. All local codes, and immediately and be adhered to before and during all construction. M. Christopher Residential, LLC	Revisions
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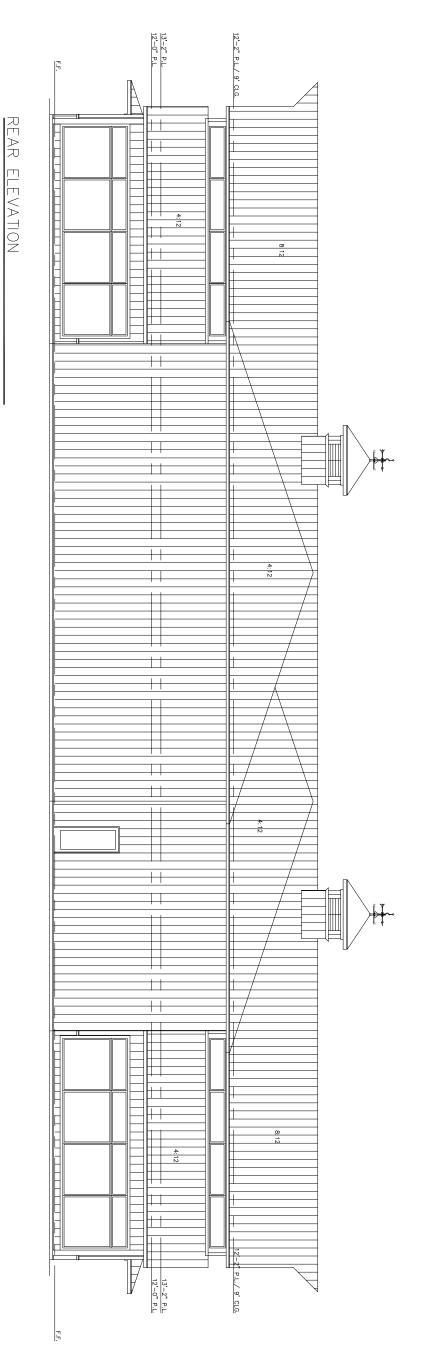




11'-1"



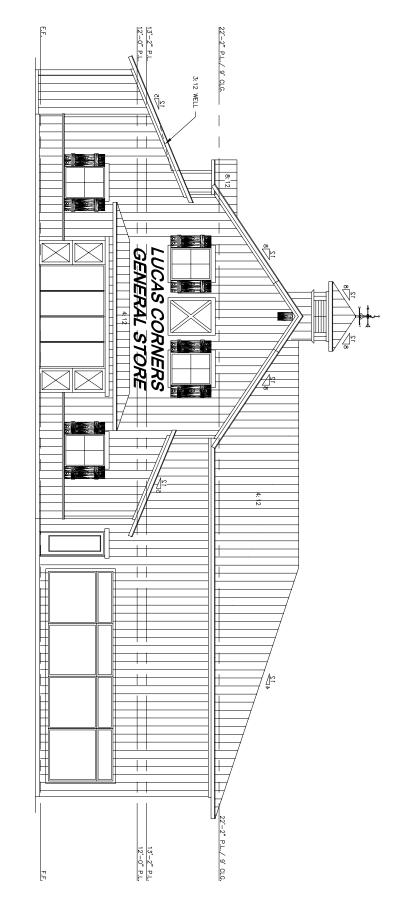
A CUSTOM RESIDENCE FOR: <u>LUCAS CORNER</u> LOT: BLOCK: ADDRESS SUBDIVISION LUCAS, COLLIN COUNTY, TEXAS	M. CHRISTOPHER RESIDENTIAL, LLC © Copyright 2015	These plots are intervied to provide the basic operating the interview of the provide the basic operating to the provide the basic operating to the person in authority for the job. Any discrepancy, error, and/or or anisation, if found, is to be brought immediately to be purchases are made. All local cades, ordinances and requirements take precedence over any part of these drawings which may conflict with these agencies, rules and/or or drawings which may conflict with these agencies, rules and/or and/or and/or and/or and/or and/or anisotrophic take the second of these drawings which may conflict with these agencies, rules and/or anisotrophic take the second of drama of control takes to be provided to the add drama of control takes the second of the	REVISIONS:
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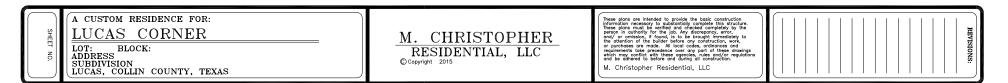
RIGHT SIDE ELEV

A TION

SCALE: 1/4'' = 1'-0''



SCALE: 3/32'' = 1'-0''





City of Lucas ^{lten} Planning and Zoning Agenda Request January 14, 2016

Requester: Development Services Director Joe Hilbourn

Agenda Item:

Consider approval of the minutes of the December 10, 2015 Planning and Zoning Commission meeting.

Background Information:

NA

Attachments/Supporting Documentation:

1. Minutes of the December 10, 2015 Planning and Zoning Commission meeting.

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

I make a motion to approve the minutes of the December 10, 2015 Planning and Zoning Commission meeting.



City of Lucas Planning & Zoning Commission Regular Meeting December 10, 2015 7:00 PM City Hall – 665 Country Club Road

Minutes

Call to Order

Chairman Rusterholtz called the meeting to order at 7:00 p.m.

Commissioners Present:

Chairman Peggy Rusterholtz Vice Chairman David Keer Commissioner Joe Williams Commissioner Brian Blythe Alternate Commissioner Scott Sperling Alternate Commissioner Kevin Wier

Staff:

Development Services Director Joe Hilbourn City Secretary Stacy Henderson

Commissioners Absent:

Commissioner Andre Guillemaud

City Council Liaison Present: Mayor Jim Olk

It was determined that a quorum was present. Everyone was reminded to turn off or silence cell phones and the Commission recited the Pledge of Allegiance.

Regular Agenda

1. Consider approval of the minutes of the November 12, 2015 Planning and Zoning Commission meeting.

MOTION: A motion was made by Vice Chairman Keer, seconded by Commissioner Blythe to approve the minutes of the November 12, 2015 Planning and Zoning Commission meeting. The motion passed unanimously by a 5-0 vote.

2. Consider the request by Steve Lennart for final plat approval of Lewis Park Estates, a parcel of land located in the James Anderson Survey, Abstract Number 17 being a 60.858 acre of land, otherwise known as the Kenneth R. Lewis Tract adjacent to the Kenneth R. Lewis Park located on FM 1378.

Development Services Director Joe Hilbourn stated that the there was one amendment to the plat that added two cul de sacs to the subdivision making the lots more appealing and still meeting all City requirements.

MOTION: A motion was made by Commissioner Blythe, seconded by Commissioner Williams to recommend approval of the final plat for the Lew Park Estates, for a parcel of land located in the James Anderson Survey, Abstract Number 17 being a 60.858 acre of land, otherwise known as the Kenneth R. Lewis Tract adjacent to the Kenneth R. Lewis Park located on FM 1378. The motion passed unanimously by a 5-0 vote.

Vice Chairman Keer stated that at the November 12, 2015 Planning and Zoning meeting, there was a site plan request for a self-storage facility that was tabled to the December 10, 2015 meeting and it was not included on the agenda this evening.

Mr. Hilbourn stated that the applicant did not meet the deadline for submission requirements for the December 10 meeting and therefore will have to reapply and set a new date before the Planning and Zoning Commission.

3. Adjournment.

MOTION: A motion was made by Commissioner Williams, seconded by Vice Chairman Keer to adjourn the meeting at 7:05pm. The motion passed unanimously with a 5 to 0 vote.

Peggy Rusterholtz, Chairman

ATTEST:

Stacy Henderson, City Secretary



Requester: Development Services Director Joe Hilbourn

Agenda Item:

Consider approval of the preliminary plat submitted by Randy Helmberger, on behalf of Pennington Partners, Ltd., to create a 39,823 square foot lot and leaving 19.243 acres unplatted for the property located in the W.M. Snider Survey, ABS 821, otherwise known as Lot 1 and 2, Block A of the Angel addition.

Background Information:

This is lot is currently zoned C for Commercial Business. This plat creates two lots, the lots meet the City's minimum requirements for lot size and frontage. Lot 1 proposes a veterinary clinic, which is allowed by right. Lot 2 is the remaining portion. The plat includes R.O.W. dedication for future widening of Angel Parkway. This plat conforms to all City's requirements.

Attachments/Supporting Documentation:

1. Preliminary Plat.

Budget/Financial Impact:

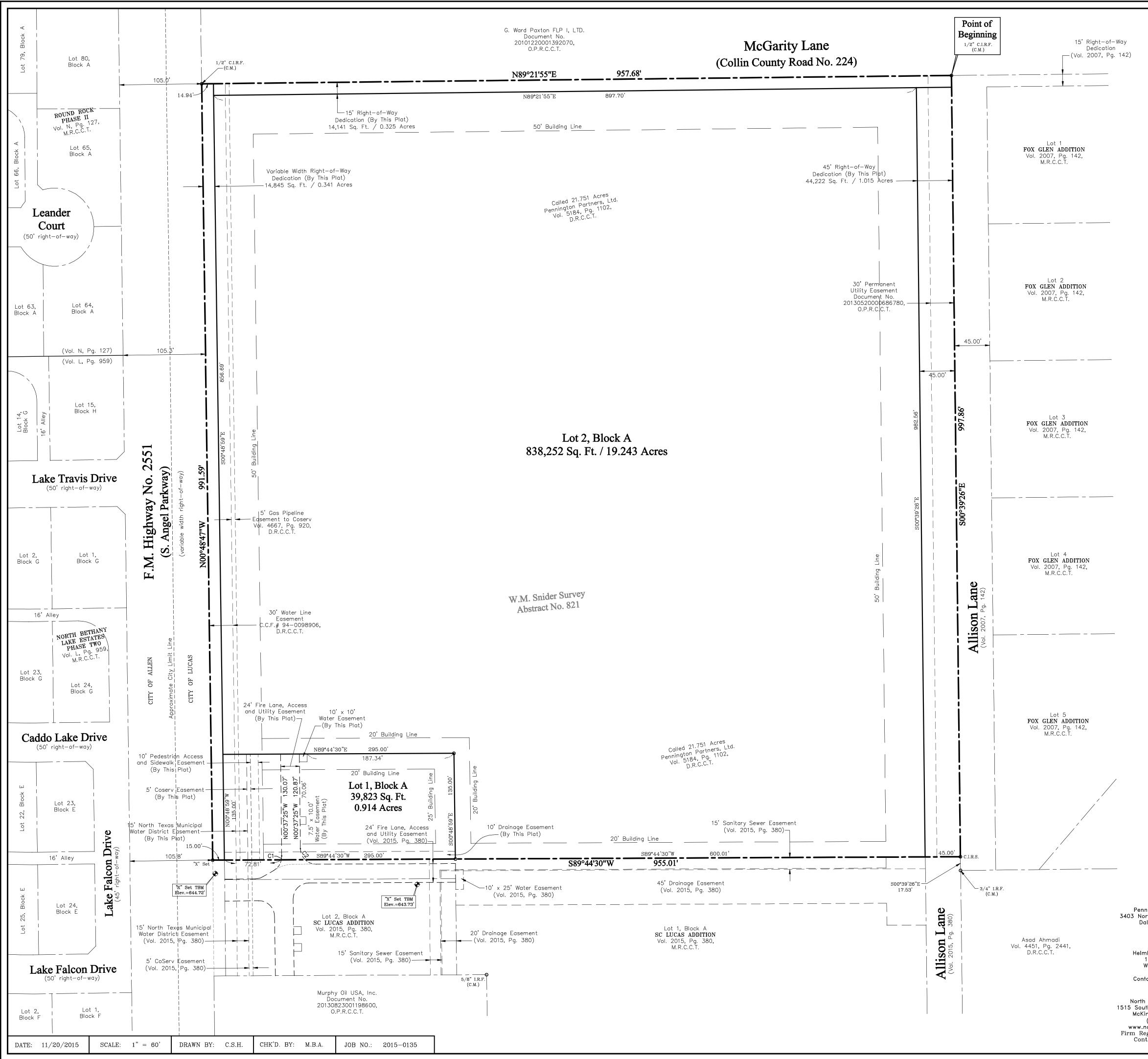
None

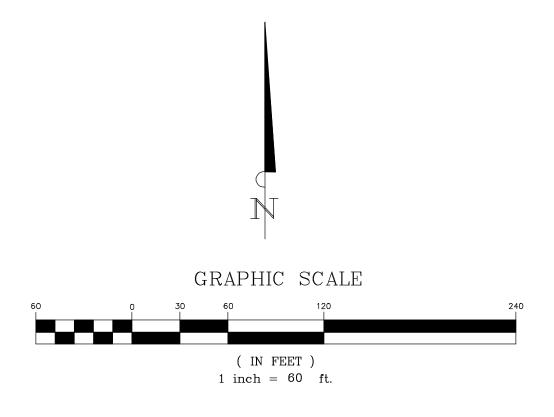
Recommendation:

Approve as presented

Motion:

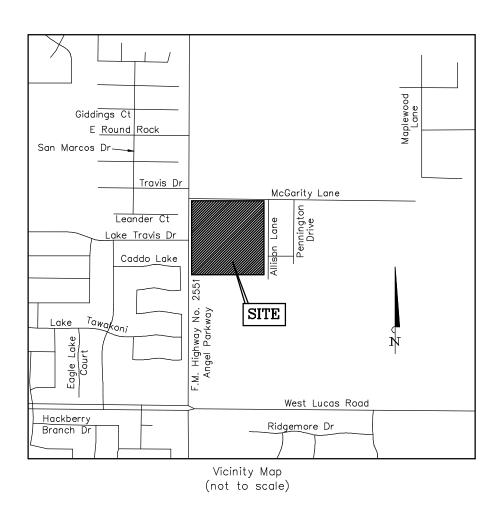
I make a motion to approve/deny the preliminary plat submitted by Randy Helmberger, on behalf of Pennington Partners, Ltd., to create a 39,823 square foot lot and leaving 19.243 acres unplatted for the property located in the W.M. Snider Survey, ABS 821, otherwise known as Lot 1 and 2, Block A of the Angel addition.





LEGEND

I.R.F. = Iron Rod Found
(C.M.) = Controlling Monument
C.I.R.F. = Capped Iron Rod Found
C.I.R.S. = 1/2" iron rod with yellow plastic cap stamped "RPLS 5686" set
M.R.C.C.T. = Map Records, Collin County, Texas
D.R.C.C.T. = Deed Records, Collin County, Texas
O.P.R.C.C.T. = Official Public Records, Collin County, Texas



Notes:

According to the Flood Insurance Rate Map of Collin County, Texas, Map No. 48085C0405J, Map Revised June 02, 2009, the herein described property is located in Zone "X", described by said map to be, "areas determined to be outside the 0.2% annual chance floodplain".
 The surveyor has relied on the herein described deed with regard to any easements, restrictions, or rights-of-way affecting the above described Property. No additional research regarding said easements, restrictions or rights-of-way has been performed by the surveyor.
 Bearings are based on the northerly line of SC LUCAS ADDITION, as recorded in Volume 2015, Page 380, of the Map Records, Collin County, Texas.
 NOTICE: Selling a portion of this addition by metes and bounds is a violation of city subdivision ordinance and State of Texas statutes and is subject to fines and withholding of utilities and building permits.

<u>Owner:</u> Pennington Partners, Ltd. 3403 North Fitzhugh Avenue #252 Dallas, Texas 75204 PRELIMINARY PLAT ANGEL ADDITION Engineer: Helmberger Associates, Inc. 1525 Bozman Road LOTS 1 AND 2, BLOCK A Wylie, Texas 75098 (972) 442-7459 Contact: Randy Helmberger 951,284 Sq. Ft. / 21.838 Acres Surveyor: in the North Texas Surveying, LLC 1515 South McDonald St. Suite 110 W. M. Snider Survey ~ Abstract No. 821 McKinney, Texas 75069 City of Lucas, Collin County, Texas (469) 424-2074 www.northtexassurveying.com Firm Registration No. 10074200 Scale: 1" = 60'Date: December, 2015 Contact: Chad Holcomb

OWNER'S CERTIFICATE

STATE OF TEXAS COUNTY OF COLLIN §

WHEREAS, Pennington Partners, Ltd. is the owner of a tract of land, situated in the W.M. Snider Survey, Abstract No. 821, in the City of Lucas, Collin County, Texas, and being all of that called 21.751 acre tract of land, described by deed to Pennington Partners, Ltd., as recorded in Volume 5184, Page 1102, of the Deed Records, Collin County, Texas (D.R.C.C.T.), said tract being more particularly described as follows:

BEGINNING at a 1/2" iron rod with a plastic cap found for the northeasterly corner of said 21.751 acre tract, same being the northwesterly corner of FOX GLEN ADDITION, an addition to the City of Lucas, as recorded in Volume 2007, Page 142, of the Map Records, Collin County, Texas (M.R.C.C.T.), and also being in McGarity Lane (a.k.a. County Road No. 224);

THENCE South 00'39'26" East, along the westerly line of said FOX GLEN ADDITION, same being the westerly monumented line of Allison Lane, as dedicated by said FOX GLEN ADDITION, same also being the easterly line of said 21.751 acres, a distance of 997.86' to a 1/2" iron rod with a yellow plastic cap stamped "RPLS 5686" set for the southeasterly corner of said 21.751 acre tract, said corner also being the northeasterly corner of a 45' right-of-way dedication, as dedicated by SC LUCAS ADDITION, an addition to the City of Lucas, as recorded in Volume 2015, Page 380, M.R.C.C.T.;

THENCE South 89'44'30" West, along the southerly line of said 21.751 acre tract, same being the northerly line of said SC LUCAS ADDITION, a distance of 955.01' to an "X" cut set in a concrete culvert, said corner being the southwesterly corner of said 21.751 acre tract, said corner also being the northwesterly corner of said $Sec{C}$ LUCAS ADDITION, said corner also being in the easterly monumented line of F.M. Highway No. 2551;

THENCE North 00°48'47" West, along the westerly line of said 21.751 acre tract, same being the easterly monumented line of F.M. Highway No. 2551, a distance of 991.59' to a 1/2" iron rod with a plastic cap found for the northwesterly corner of said 21.751 acre tract, same being in the aforementioned McGarity Lane;

THENCE North 89°21'55" East, along the northerly line of said 21.751 acre tract, same being along said McGarity Lane, a distance of 957.68' to the POINT OF BEGINNING and containing 951,284 square feet or 21.838 acres of land, more or less.

OWNER'S DEDICATION

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

THAT we, PENNINGTON PARTNERS, LTD., owner, does hereby bind themselves and their heirs, assigns and e hereinabove described property as ANGEL ADDITION, LOTS 1 AND 2 accessors of title this plat desig BLOCK A, an addition to the City of Lucas, Collin County, Texas, and does hereby dedicate to the public use forever, the streets, alleys and public use areas shown hereon; the easements, as shown, for mutual use and accommodation of the City of Lucas and all public utilities desiring to use or using same. All and any public utility and the City of Lucas shall have the right to remove and keep removed all or parts of any building, fences, shrubs, trees or other improvements or growths which in any way, endanger or interfere with the construction, maintenance or efficiency of it's respective systems on said easements; and the City of Lucas and all public utilities shall have the right to construct, reconstruct, inspect, patrol, maintain and add to or remove all or parts of it's respective systems without the necessity of, at anytime, procuring the permission of anyone. This plat is approved subject to all platting ordinances, rules, regulations and resolutions of the City of Lucas.

WITNESS MY HAND at Lucas, Texas, this _____ day of _____, 2016.

PENNINGTON PARTNERS, LTD.

Name - Position

Signature

STATE OF TEXAS COUNTY OF COLLIN §

BEFORE ME, the undersigned, a Notary Public in and for the State of Texas, on this day personally

_____, known to me to be the person whose name is subscribed to the appeared _____ foregoing instrument and acknowledged to me that the same is his act and deed in the capacity therein stated and for the purposes therein expressed. WITNESS MY HAND AND SEAL OF OFFICE on this, the _____ day of _____, 2016.

NOTARY PUBLIC in and for the State of Texas.

MORTGAGE HOLDER CERTIFICATION

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

THAT I ____, hold a mortgage or represent holders of a mortgage on a portion of the described property herein, do hereby consent to the submission and filing of this plat designating the hereinabove described property as ANGEL ADDITION, LOTS 1 AND 2, BLOCK A, an addition to the City of Lucas, Collin County, Texas, and does hereby dedicate to the public use forever, the streets, alleys and public use areas shown hereon; the easements, as shown, for mutual use and accommodation of the City of Lucas and all public utilities desiring to use or using same. All and any public utility and the City of Lucas shall have the right to remove and keep removed all or parts of any building, fences, shrubs, trees or other improvements or growths which in any way, endanger or interfere with the construction, maintenance or efficiency of it's respective systems on said easements; and the City of Lucas and all public utilities shall have the right to construct, reconstruct, inspect, patrol, maintain and add to or remove all or parts of it's respective systems without the necessity of, at anytime, procuring the permission of anyone. This plat is approved subject to all platting ordinances, rules, regulations and resolutions of the City of Lucas.

WITNESS MY HAND at Lucas, Texas, this _____ day of _____, 2016.

XXXXXXXXXXXXXXXX

Name — Position

Signature

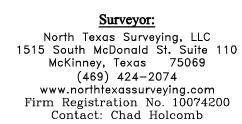
STATE OF TEXAS COUNTY OF COLLIN §

BEFORE ME, the undersigned, a Notary Public in and for the State of Texas, on this day personally

appeared ______ and acknowledged to me that the same is his act and deed in the capacity therein stated and for the purposes therein expressed.

WITNESS MY HAND AND SEAL OF OFFICE on this, the _____day of _____, 2016.

NOTARY PUBLIC in and for the State of Texas.



Owner:

Engineer:

APPROVAL CERTIFICATE

The Directo	r of Public W	orks of the	City	of Lucas,	Texas	hereby d	certifies	that to	b the b	est of	his/he	r
nowledge i	or belief, this	subdivision	plat	conforms	to all	requirem	ents of	the Co	de of	Ordinan	ce and	l with
engineering approval is	construction required.	standards	and p	rocesses	adopted	d by the	City of	Lucas,	Texas	as to	which	his/her

Director of Public Works

Date

The Director of Planning and Community Development of the City of Lucas, Texas hereby certifies that to the best of his/her knowledge or belief, this subdivision plat conforms to all requirements of the Code of Ordinance, or as may have been amended or modified, as allowed, by the Planning and Zoning Commission as to which his/her approval is required.

Director of Planning and Community Development Date

Approved by the Planning and Zoning Commission of the City of Lucas, Texas, on the _____, day of _____, 2016. ATTEST:

Chairperson Planning and Zoning Commission

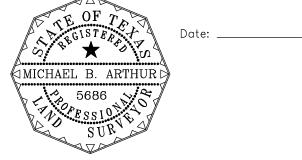
Zoning Secretary

SURVEYOR'S CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS:

THAT I, MICHAEL B. ARTHUR, do hereby certify that I prepared this plat from an actual on-the-ground survey of the above described property, and that the corner monuments shown hereon were found or were properly placed under my personal supervision in accordance with the Platting Rules and Regulations of the City of McKinney, Collin County, Texas.

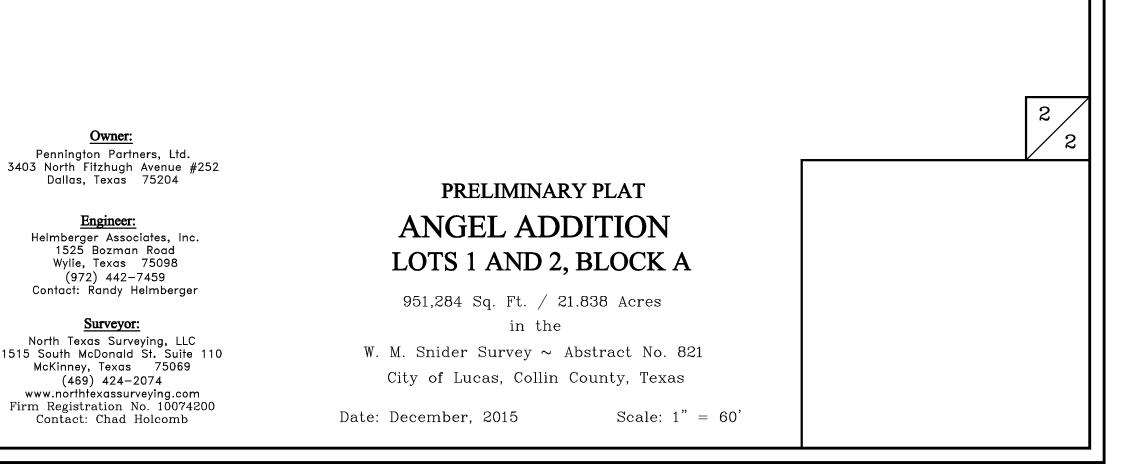
Michael B. Arthur Registered Professional Land Surveyor Texas Registration No. 5686



STATE OF TEXAS COUNTY OF COLLIN §

BEFORE ME, the undersigned, a Notary Public in and for the State of Texas, on this day personally appeared MICHAEL B. ARTHUR, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed. WITNESS MY HAND AND SEAL OF OFFICE on this, the _____ day of _____, 2016.

NOTARY PUBLIC in and for the State of Texas





Requester: Development Services Director Joe Hilbourn

Agenda Item:

Consider approval of a site plan request by Randy Helmberger, on behalf of Pennington Partners, Ltd., for a veterinary clinic, creating a 39,823 square foot lot, for a parcel of land located in the W.M. Snider Survey, Abstract 821 otherwise known as Lot 1 and 2, Block A of the Angel Addition.

Background Information:

This lot is currently zoned Commercial business. The proposed use is for a veterinary clinic that is allowed by right in this zoning district. Current zoning requires 22 parking spaces and 29 parking spaces are being proposed. The building will be one-story in height and 4,375 square feet in area. Approximately 3,250 square feet will be used for the vet clinic, with the remaining 1,125 square feet available for lease space. Lot coverage for the property is 43.26 percent and the maximum allowable permitted is 65 percent.

Attachments/Supporting Documentation:

1. Site Plan.

Budget/Financial Impact:

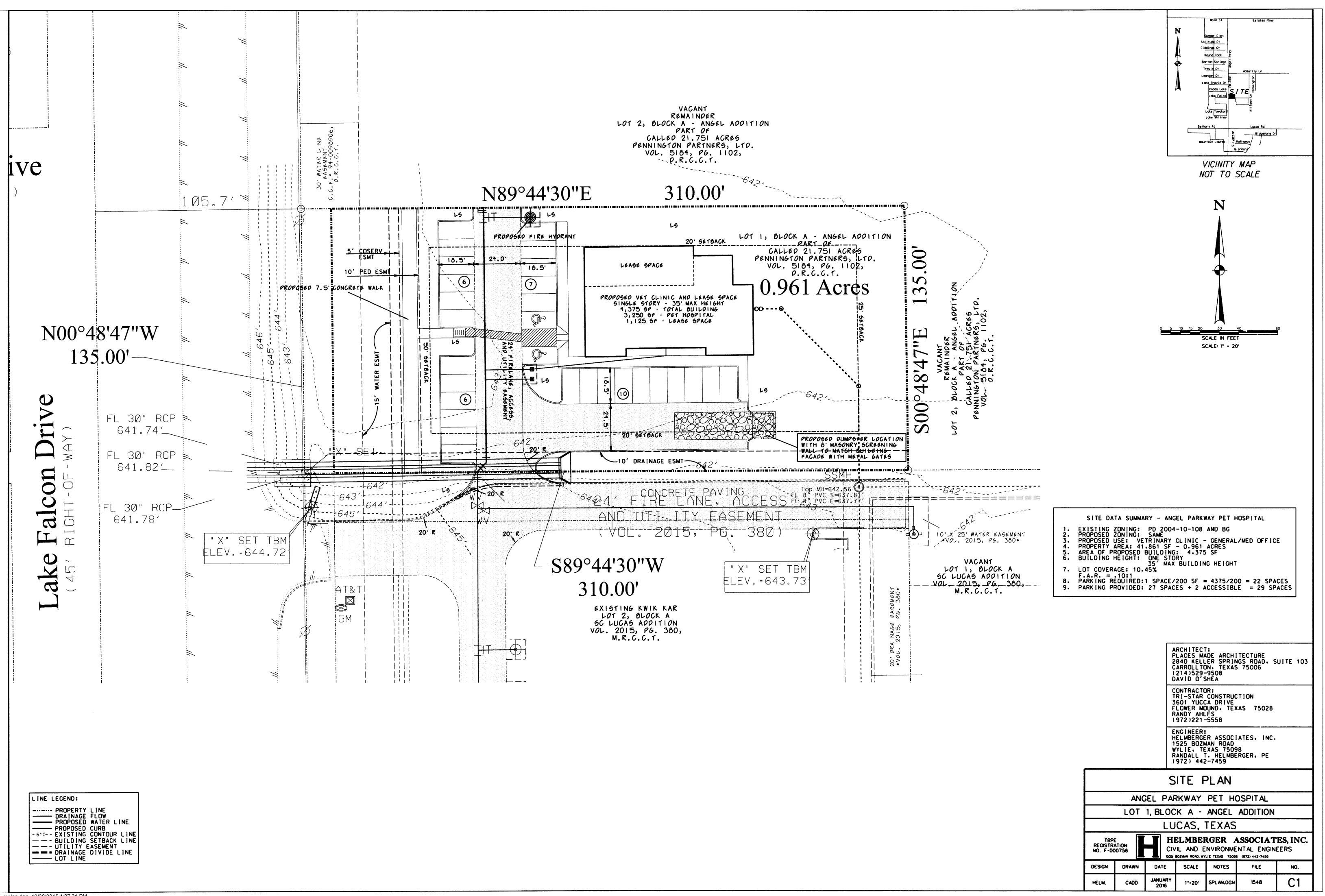
None

Recommendation:

Approve as presented

Motion:

I make a motion to approve/deny the site plan request by Randy Helmberger, on behalf of Pennington Partners, Ltd., for a veterinary clinic, creating a 39,823 square foot lot, for a parcel of land located in the W.M. Snider Survey, Abstract 821 otherwise known as Lot 1 and 2, Block A of the Angel Addition.





Requester: Development Services Director Joe Hilbourn

Agenda Item:

Consider amending the minimum dwelling size of the floor area of any dwelling to be eighteen hundred square feet (1,800 sq. ft.), exclusive of garages, breezeways, and porches and that dwellings shall have a minimum ninety percent (90%) of the exterior walls of masonry construction, stucco, cultured stone exterior or combination of these materials.

Background Information:

The City Council asked the Planning and Zoning commission to review the requirements for masonry in the R-1 zoning district to determine if the masonry requirements were stringent enough considering the smaller lots and the potential for subdivisions that are less than five lots to not require a homeowners association.

Current zoning also allows alternate materials to be approved by the DRC so as to maintain the architectural compatibility with existing structures.

The existing code states the following:

(c) <u>Minimum dwelling size</u>. The minimum floor area of any dwelling shall be eighteen hundred square feet (1,800 sq. ft.), exclusive of garages, breezeways, and porches. Dwellings shall have a minimum seventy-five percent (75%) of the exterior walls of masonry construction or the heartwood of a natural decay resistance wood, cementitious siding, stucco, cultured stone exterior or combination of these materials. Alternate materials may be approved by the DRC so as to maintain the architectural compatibility with existing structures. (Ordinance 2012-06-00718, sec. 4, adopted 6/21/12)

At the Planning and Zoning Commission's September 10, 2015 meeting it was discussed amending requirements to reflect 85% masonry. Staff is now asking for formal approval and recommendation to City Council.

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Attachments/Supporting Documentation:
NA
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Budget/Financial Impact: NA

Recommendation: NA



Requester: Development Services Director Joe Hilbourn

Motion:

I make a motion to approve/deny amending the minimum dwelling size of the floor area of any dwelling to be eighteen hundred square feet (1,800 sq. ft.), exclusive of garages, breezeways, and porches and that dwellings shall have a minimum ninety percent (90%) of the exterior walls of masonry construction, stucco, cultured stone exterior or combination of these materials.



City of Lucas ^{lten} Planning and Zoning Agenda Request January 14, 2016

Requester: Development Services Director Joe Hilbourn

Agenda Item:

Consider the appointment of a Chairman and Vice Chairman to serve for a period of one (1) year with a term ending December 31, 2016.

Background Information:

NA

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

I make a motion to appoint ______ as Chairman of the Planning and Zoning Commission for a one year period with a term ending December 31, 2016.

I make a motion to appoint ______ as Vice Chairman of the Planning and Zoning Commission for a one year period with a term ending on December 31, 2016.