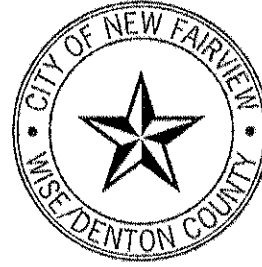


**City of New Fairview  
Planning & Zoning Commission Special Meeting  
999 Illinois Lane  
Monday, June 26, 2023, at 6:00 pm**

- 1. Call to Order and Determination of Quorum**
- 2. Pledge to the Flags.**
  - A. United States of America**
  - B. Texas Flag Honor the Texas Flag, I pledge allegiance to thee, Texas, one state under God, one and indivisible.**
- 3. Public Comment:** The Planning and Zoning Commission invites persons with comments or observations related to city planning and zoning issues, projects, or policies to briefly address the Commission. Anyone wishing to speak should sign-in with the City Secretary before the beginning of the Planning and Zoning Commission Meeting. In order to expedite the flow of business and to provide all citizens the opportunity to speak, there is a three-minute limitation on any person addressing the Planning and Zoning Commission. State law prohibits the Planning and Zoning Commission from discussing or taking action on any item not listed on the posted agenda.
- 4. Work Session:**
- 5. New Business:** All matters listed in New Business will be discussed and considered separately.
  - A. Receive and consider approval of the minutes for the June 12, 2023, meeting.**
  - B. Consider recommending approval of a final plat for Lot 1, Block A, Reynolds Addition, 5.04 acres in Block 51, Smith County School Land Survey Abstract No. 744 generally located in the 400 Block of Graham Road.**
- 6. Commissioner Announcements:** The Planning and Zoning Commission may hear or make reports of community interest provided no action is taken or discussed. Community interest items may include information regarding upcoming schedules of events, honorary recognitions, and announcements involving imminent public health and safety threats to the city. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.
- 7. Adjournment**

I, the undersigned authority, do hereby certify the above notice of the meeting of the Planning and Zoning Commission of New Fairview, is a true and correct copy of the said notice that I posted on the official posting place at New Fairview City Hall, FM 407, New Fairview, Texas, a place of convenience and readily accessible to the general public at all times, and on its website, said notice being posted this 22nd day of June, 2023 at 5:00 PM at least 72 hours proceeding the meeting time.

*Susan Greenwood*  
Susan Greenwood, Assistant City Secretary



SEAL:

This facility is wheelchair accessible; parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary at City Hall 817-638-5366 or fax 817-638-5369 or by email at [citysecretary@newfairview.org](mailto:citysecretary@newfairview.org) for further information.



**City of New Fairview  
Planning & Zoning Commission Special Meeting  
Regular Meeting  
999 Illinois Lane  
Monday, June 12, 2023, at 6:00 pm**

**STATE OF TEXAS  
COUNTY OF WISE  
CITY OF NEW FAIRVIEW**

**THE CITY COUNCIL CONVENED INTO A CITY COUNCIL MEETING THE SAME BEING OPEN TO THE PUBLIC, THE 12th DAY OF JUNE IN THE NEW FAIRVIEW CITY HALL AND NOTICE OF SAID MEETING GIVING THE TIME PLACE AND SUBJECT THEREFORE HAVING BEEN POSTED AS PRESCRIBED BY ARTICLE 5 OF THE TEXAS GOVERNMENT CODE WITH THE FOLLOWING**

**MEMBERS PRESENT:**

**PLANNING & ZONING COMMISSIONERS**

**Commissioner Rebecca McPherson**

**Commissioner Julie Burger**

**Commissioner Denis Sansoucie**

**ABSENT**

**Commissioner Lisa Cabrera**

**CITY STAFF**

**John Cabrales Jr, City Administrator**

**Susan Greenwood, Court Administrator/Assistant City Secretary**

**Stephen Cook, City Planner**

1. **Call to Order and Determination of Quorum (Meeting called to order by Commissioner Rebecca McPherson at 6:05 PM; Roll Call with the above-mentioned names.)**
2. **Pledge to the Flags.**
  - A. United States of America
  - B. Texas Flag Honor the Texas Flag, I pledge allegiance to thee, Texas, one state under God, one and indivisible.
3. **Public Comment:** The Planning and Zoning Commission invites persons with comments or observations related to city issues, projects, or policies to briefly address the Planning and Zoning Commission. Anyone wishing to speak should sign-in with the City Secretary before the beginning of the Planning and Zoning Commission Meeting. In order to expedite the flow of business and to provide all citizens the opportunity to speak, there is a three-minute limitation on any person addressing the Planning and Zoning Commission. State law prohibits the Planning and Zoning Commission from discussing or taking action on any item not listed on the posted agenda.

**4. Work Session:**

**5. New Business:** All matters listed in New Business will be discussed and considered separately.

- A. Receive and consider approval of the minutes for the April 24, 2023, meeting.

**Motion: Commissioner Julie Burger**

**Second: Commissioner Denis Sansoucie**

**Vote: All in Favor**

**Result: Motion to approve the April 24, 2023, minutes.**

- B. Hold a public hearing and consider a recommendation for an Ordinance for Specific Use Permit of an Airport, Private on 141.49 acres located in G. Buchanan Survey, Abstract No. 31 Wise and Denton Counties, Texas located generally west of S. County Line Road. The property is currently zoned "A" Agricultural.

**The public hearing opened at 6:16 pm.**

**The public hearing closed at 6:23 pm.**

**City Planner, Stephen Cook gave a presentation on the Specific Use Permit of a Private Airport. Cook explained that it would be a grass airstrip with no lights. Commissioner Burger stated she would not have an issue with the private airport as long as there were no lights. Commissioner McPherson asked what would happen if they wanted to expand the private airport by adding an airplane hangar. Cook explained that if they wanted to expand, the site plan would have to go through the Special Use Permit Process again. Eric Gomez, who represents Matthew Spaethe stated it would solely be utilized for private use. City Administrator John Cabrales, Jr. explained that Oncor is looking at building a transition line that requires a 100 FT Right of Way, and that the surrounding cities of Rhome and Justin are working on passing a joint resolution on which routes they agree with. Resident Harvey Burger that resides at 178 Chisholm Hill Court asked if the Special Use Permit would only be for the airstrip. City Planner Cook stated that it is still zoned Agriculture and they can still build a house and an accessory structure, but he does have to be following the City's ordinances.**

**Motion: Commissioner Denis Sansoucie**

**Second: Commissioner Julie Burger**

**Vote: All in Favor**

**Result: Approved the recommendation for an Ordinance for Specific Use Permit of an Airport, Private on 141.49 acres located in G. Buchanan Survey, Abstract No. 31 Wise and Denton Counties, Texas located generally west of S. County Line Road. The property is currently zoned "A" Agricultural.**

- C. Hold a public hearing and consider a recommendation for an Ordinance to amend Chapter 9B, Article 2, Sections 11 and 12 to permit Farmer's Market, Outdoor use in the SF Single Family zoning district in the City of New Fairview, under Special Conditions.

**The public hearing opened at 6:35pm.**

**The public hearing closed at 6:46pm.**

**City Planner, Stephen Cook gave a presentation explaining the proposed change to the Permitted Use Table to add "P" in the Single-Family Zoning District under Farmer's Market, adding paragraph 23 to Section 12 referencing conditions for the Farmer's Market which will be approved by a separate Ordinance within the Business Regulations Chapter. Commissioner Burger explained she has been getting messages about insurance requirements and how much it was going to cost and wanted to know if this was necessary. City Administrator, John Cabrales, Jr. explained that it was**

necessary to protect the city and that the \$1 million coverage would be required but explained they could put it under their homeowner's insurance as a Ryder. Commissioner Burger asked if the city could explain the insurance requirements. She felt it would be more professional for city staff to address the insurance requirements. City Administrator Cabrales explained that the city would have a Code of Conduct that would have to be signed and put in place to prevent any unruly citizens along with an annual fee of \$50.00 to participate in the Farmer's Market. Commissioner Burger asked if this event would cost the city money. City Administrator Cabrales stated that it would since we have to have staff to supervise the Farmer's Market but by hosting the event, it would let people who live in the ETJ attend. Commissioner McPherson was concerned with the emergency vehicle access issue. City Administrator Cabrales explained that he researched this issue and there was a lot of misinformation about the emergency vehicle issue and stated that we have event parking and there would be no obstruction of the emergency vehicles. Commissioner McPherson was concerned that it would open it up to single-family residences and if there would be a permit fee if they wanted to host a Farmer's Market and she wanted to know if the Commissioners were expected to pass the Ordinance. City Administrator Cabrales stated there would be a permitting process to follow and that they would need to have restrooms available, a plan for public safety, a Code of Conduct Policy, parking lot, and a facility for trash and debris and he just need the P & Z Commissioners to approve adding the "P" in the Single-Family Zoning District under Farmer's Market, adding paragraph 23 to Section 12 referencing conditions for the Farmer's Market which will be approved by a separate Ordinance within the Business Regulations Chapter but that the city council would pass the Ordinance.

**Motion: Commissioner Denis Sansoucie**

**Second: Commissioner Julie Burger**

**Vote: All in Favor**

**Result: Approved amending Chapter 9B, Article 2, Sections 11 and 12 to permit Farmer's Market, Outdoor use in the SF Single Family zoning district in the City of New Fairview, under Special Conditions.**

6. **Commissioner Announcements:** The Planning and Zoning Commission may hear or make reports of community interest provided no action is taken or discussed. Community interest items may include information regarding upcoming schedules of events, honorary recognitions, and announcements involving imminent public health and safety threats to the city. Any deliberation shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

**City Administrator John Cabrales Jr. talked about the two events that were coming up, the Community Cleanup on June 17, 2023. He stated staff has advertised it on social media and on the city's website and reminded them that they have to be a resident of New Fairview to participate. Cabrales gave an update on the progress of the first City Park at the end of Stewart Road, and it should be completed either in the middle of July or the end of July. He also stated to add the ribbon cutting for the park on August 5, 2023, to their calendar and he has spoken with CoServ and they will sponsor a snack wagon that would provide the food for the event.**

## **7. Adjournment**

**Motion: Commissioner Denis Sansoucie**

**Second: Commissioner Julie Burger**

**Vote: All in Favor**

**Result: Planning and Zoning adjourned the meeting at 6:54 pm.**



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Rebecca McPherson, Commissioner

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Susan Greenwood, Assistant City Secretary

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**Planning and Zoning Commission  
AGENDA MEMO**

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Prepared By: Stephen A. Cook, AICP Senior Planner

June 26, 2023

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**Approval of Final Plat for Reynolds Addition**

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**DESCRIPTION:**

Consider recommending approval of a final plat for Lot 1, Block A, Reynolds Addition, 5.04 acres in Block 51, Smith County School Land Survey Abstract No. 744 generally located in the 400 Block of Graham Road..

**BACKGROUND INFORMATION:**

Donna and Jack Reynolds are owners of 5.04 acres located west of Graham Road. They have previously submitted application and received approval of a Specific Use Permit for RV Storage at this site. In order to begin construction a final plat is required to be submitted and recommended for approval by the Planning and Zoning Commission and approved by the City Council.

The final plat conforms to the zoning and subdivision requirements of the City of New Fairview.

Staff recommends approval of the Final Plat.

**FINANCIAL CONSIDERATION:**

None

**RECOMMENDED MOTIONS FOR PLANNING AND ZONING COMMISSION:**

I move to Recommend **Approval/Denial/Approve with Conditions**, of the request of the Final Plat of Lot 1, Block A, Reynolds Addition, 5.04 acres in Block 51 Smith County School Land Survey Abstract No. 744 generally located in the 400 block of Graham Road..

**ATTACHMENT(S):**

1. Reynolds Addition Final Plat



## City of New Fairview Planning and Zoning Commission

### Agenda Item

Reynolds Addition Lot 1, Block A

5.04 Acres

- 5.04 Acres – Previously approved Specific Use Permit for RV Storage in the City in May 2023
- Request is being made by the property owners, Donna and Jack Reynolds.
- Access will be from Graham Road.
- Thirty (30) feet of right-of-way is being dedicated by this plat for future extension of Graham Road to the north.

