

**Planning Commission  
Regular Meeting Minutes  
April 2, 2024**

**Members Present**

Chair Lee Edwards  
Vice-Chair Ron Reaves  
Angela Allen  
Kurt Andersen-Vie  
Taylor Chafin  
Bernard Miedema  
Chad Nolte

**Staff Present**

Frank Onion, First Assistant City Attorney  
Jean Drew, Assistant Director of Planning & Development Services  
Matthew Simmont, Planning Manager  
Matt Greene, Principal Planner  
Amanda Mushinski, Planner  
Colton Barker, Assistant Planner

**Members Absent**

Jerry Sonier

**1. CALL TO ORDER**

The meeting was called to order by Chair Edwards at 6:00pm.

**2. ROLL CALL**

Roll was called and a quorum was declared.

**3. APPROVAL OF MINUTES**

No action was taken.

**4. CITIZENS COMMUNICATION**

No one spoke.

**5. BRIEFINGS**

No items.

**6. CONSENT AGENDA**

No Items.

**7. INDIVIDUAL ITEMS FOR CONSIDERATION**

- A) PZ24-0062 Public hearing and recommendation to City Council regarding proposed amendments to the Mayfair Development and Design Control Document (DDCD) pertaining to the Sector Plan approval process and development standards for signs.** *(Applicant/Owner: Southstar at Mayfair Developer, LLC; Thad Rutherford, President/CEO; Case Manager: Matt Greene, Principal Planner)*

Matt Greene presented the above-mentioned item and recommended approval as stated in the staff report.

Chair Edwards asked if there were any questions for staff.

Discussion followed on regulation of digital billboards.

Chair Edwards invited the applicant to speak.

Thad Rutherford elaborated on the proposed digital billboards.

Discussion followed on the proposed amendments to the Mayfair Sector Plan approval process, and how the proposed Mayfair sign code amendments would align with those being drafted as a part of the Land Development Ordinance.

Michael Meek addressed the concerns of the Commission regarding the proposed digital billboards and elaborated on regulation, technological advancements, safety considerations, and intent of the request.

Chair Edwards opened the public hearing and asked if anyone wished to speak.

No one spoke.

Chair Edwards closed the public hearing.

Chair Edwards asked if there were further discussion or a motion.

Further discussion followed between Michale Meek and the Commission regarding the safety of the proposed digital billboards and how they should be regulated.

Motion by Commissioner Nolte, seconded by Commissioner Miedema, to recommend approval with staff recommendations to City Council regarding proposed amendments to the Mayfair Development and Design Control Document (DDCD) pertaining to the Sector Plan approval process and development standards for signs. Motion carried (7-0-0).

**B) PZ24-0038 Public hearing and recommendation to City Council to rezone approximately 5 acres consisting of Lot 2 of the William E. Field Subdivision, from R-2 AH (Single-Family and Two-Family with Airport Hazard Overlay District) to C-4A AH (Resort Commercial with Airport Hazard Overlay District), currently addressed at 1493 Gruene Road. (Applicant/Owner: LGD 1, LLC; Justin Holliday; Case Manager: Amanda Mushinski, CNU-A, Planner)**

Amanda Mushinski presented the above-mentioned item.

Chair Edwards asked if there were any questions for staff.

No one spoke.

Chair Edwards invited the applicant to speak.

Justin Holiday elaborated on the request and stated they were available for questions.

Chair Edwards opened the public hearing and asked if anyone wished to speak.

The following individuals spoke on the item: Scott Retzliff and Ted Meadows.

Discussion followed on flood potential of the area and residential buffering.

Justin Holiday clarified that no vertical development was proposed in the floodway.

Chair Edwards closed the public hearing.

Chair Edwards asked if there were further discussion or a motion.

Commissioner Reaves asked a question regarding the current condition of the property.

Matthew Simmont, Planning Manager, clarified that the property was currently vacant.

Motion by Commissioner Anderson-Vie, seconded by Commissioner Nolte, to recommend approval to City Council regarding a proposed rezoning of approximately 5 acres consisting of Lot 2 of the William E. Field Subdivision, from R-2 AH (Single-Family and Two-Family with Airport Hazard Overlay District) to C-4A AH (Resort Commercial with Airport Hazard Overlay District), currently addressed at 1493 Gruene Road. Motion carried (7-0-0).

**C) ORD24-096 Public hearing and recommendation to City Council regarding amendments to Chapter 144 Zoning, Section 5.1 Parking, loading, stacking, and vehicular circulation. (Presented by Amanda Mushinski, CNU-A, Planner)**

Amanda Mushinski presented the above-mentioned item and recommended approval as stated in the staff report.

Chair Edwards asked if there were any questions for staff.

Discussion followed regarding the Downtown Parking Exception Area Boundary, property owners within the current and proposed boundary, and clarifications on land use.

Chair Edwards opened the public hearing and asked if anyone wished to speak.

No one spoke.

Chair Edwards closed the public hearing.

Chair Edwards asked if there were further discussion or a motion.

Motion by Commissioner Anderson-Vie, seconded by Commissioner Nolte, to recommend approval to City Council regarding proposed amendments to Chapter 144 Zoning, Section 5.1 Parking, loading, stacking, and vehicular circulation. Motion carried (7-0-0).

**8. STAFF REPORT**

No items.

**9. ADJOURNMENT**

There being no further business, Chair Edwards adjourned the meeting at 6:37pm.

---

**Chair**

---

**Date**