



Murphy Planning and Zoning Commission Work Session Meeting Minutes  
206 North Murphy Road  
Murphy, Texas 75094  
July 25, 2016

**CALL TO ORDER**

Meeting was called to order at 6:04 p.m. by Vice Chair Levy

**ROLL CALL & CERTIFICATION OF A QUORUM**

Planning and Zoning Commissioners Present: Steve Levy, Camille Hooper, Christine Johnson, Lloyd Jones, Julie Kamm

Seating the Planning and Zoning alternates: Christopher George, James Holley

Planning and Zoning Commissioners Absent: John Johnson, Greg Mersch

City Staff Present: Bill Shipp, Kelly Carpenter, Tina Stelnicki

Tina Stelnicki certified a quorum.

**WORK SESSION**

1. Hold a work session to discuss a general overview of planning and zoning

Steve Levy introduced Kelly Carpenter, Interim Community and Economic Development Director. Ms. Carpenter explained what the Code of Ordinance is, specifically referencing the sections on Planning and Development. Pointing out the purpose, responsibilities and general guidelines of the Planning and Zoning commission. Carpenter gave examples of what the commission is supposed to review in detail and specifics on what things to look for when reviewing plats, site plans, landscape plans and also explained they give their recommendation to Council for approval. The comprehensive plan was lightly touched on, regarding how often it should be done. The suggested time is 5 to 7 years.

Carpenter described the requirements and regulations according to the State and Home Rule Charter for the make-up of the Commission, and their powers as a commission. The importance of these positions were emphasized, and also the importance of knowing if you have a conflict of interest and how to address that. Joint meetings were touched on and explained they are rare but necessary at times.

The relationship between the Board of Adjustment and the Planning and Zoning Commission was explained and also the powers of the Board of Adjustments.

Work session was closed at 6:27 p.m.