



Murphy Planning and Zoning Commission Regular Meeting Minutes
206 North Murphy Road
Murphy, Texas 75094
June 27, 2016

CALL TO ORDER

Vice Chairman Levy called the meeting to order at 6:00 p.m.

ROLL CALL & CERTIFICATION OF A QUORUM

Commissioners Present: Steve Levy, Camille Hooper, Christine Johnson, John Johnson, Lloyd Jones, Julie Kamm, Greg Mersch

Alternates Present: Christopher George, James Holley

Commissioners Absent: None

City Staff Present: Tina Stelnicki, Acting Director of Economic and Community Development
Bailey Ragsdale, Administrative Assistant

Tina Stelnicki certified a quorum.

PUBLIC COMMENTS

No public comments

CONSENT AGENDA

A. Approval of the Minutes from May 23, 2016 regular meeting.

COMMISSION ACTION

Commissioner Johnson made a motion to approve the minutes. Commissioner Mersch seconded the motion.
Motion passed 7-0.

INDIVIDUAL CONSIDERATION

1. Hold a work session to discuss the planning process and planning packets.

Discussion points for the commission include:

- What do you like about the current planning process?
Comments from the commission included, keeping the meetings to once per month. The comprehensive plan was also discussed, regarding if special meetings will be needed. Councilmember Don Reilly was in attendance of the meeting and explained on the behalf of council, with all the staff changes the comprehensive plan is on hold until the City Manager, Director of Economic and Community Development, and Fire Chief are in place. Also discussed was the need for getting more information to the public and a better understanding of what exactly the Planning and Zoning Commission does, potentially connecting through the email database we have.

The Murphy Monitor and the Murphy Messenger were discussed at length for the possibility of publishing notices in both newspapers to reach more citizens. Stelnicki confirmed notices are posted in the Monitor and also sent to the Messenger; however it is at the discretion of the Messenger to publish notices. The Murphy Monitor is the newspaper of record for publishing legal notices for the City of Murphy.

Public Comment: Bob Mortonson, resident, suggested publishing the notices in both Murphy newspapers and find ways to make it easier for residents to get information from the website on planning or development.

There was conversation from the commission on ways to enhance the website to get more information on the Planning and Zoning page. Mortonson also asked for clarification on the application process, the packet the developer provides the city staff and the packet the commission receives and also posted on the website.

- What would you like to see change about the planning process?
Delivery vs email of meeting packets to Commissioners was discussed especially when there are large plans such as 24x36 plans. It was requested for full size plans and large packets to be delivered to each commissioner, small packets can still be emailed.
- What are your thoughts on the current packet content as it relates to the information provided that is relevant to decision making?
More detail is requested for the packet itself especially regarding staff's recommendation on an item and also how that decision was made. It was requested when the new City Manager is hired, schedule the Planning and Zoning Commission to have a work session to discuss some of these items. There was much discussion regarding ways for the commission to receive more detail on agenda items. It was suggested to have work sessions prior to the beginning of meetings or as needed to allow time for staff to give more background and detail on items such as what the applicant is proposing, what is allowed in the PD, and other things that have been discussed between city staff and the applicant. It was decided to discuss this further and consult with the city attorney on the laws/rules for these types of work sessions.
- What are your thoughts about the presentation of information in the planning meeting?
The commission agreed this was covered in the previous question. There was also a clarification regarding the time limit for public comments and the applicant discussion/presentation.
- Are you interested in establishing regular work sessions?
The commission has the desire to have work sessions but to consult with legal first. It also was discussed for "hot button issues/developments" having work sessions or give ample time for them to be discussed in detail.

Stelnicki clarified a few items that were discussed, especially with regards to availability of information on the city website that provides detailed checklists, information about the development process; including applications. Additionally, Stelnicki provided information pertaining to Development Review Committee (DRC) meetings that aids the developer with projects and provides staff input and advice pertaining to those projects.

Jennifer Berthiaume, resident/ councilmember brought it to the attention of the commission one area for discussion, as discussed by council, is possibly increasing the notification radius for public notices to something greater than the current 200 foot buffer.

ADJOURNMENT

With no other business before the Commission, Vice Chairman Steven Levy adjourned the meeting at 6:52 P.M.

APPROVED:

Steven Levy, Vice Chairman

Attest: Camille Hooper, Secretary