REGULAR CALLED MEETING
PLANNING AND ZONING COMMISSION
SEPTEMBER 16th, 2024, AT 8:30 A.M.
COUNCIL CHAMBERS, 608 ELM STREET, GRAHAM, TEXAS

PURSUANT TO THE TEXAS OPEN MEETINGS ACT, NOTICE IS HEREBY GIVEN THAT REGULAR CALLED MEETING OF THE **PLANNING AND ZONING COMMISSION** OF THE CITY OF GRAHAM, TEXAS WILL BE HELD ON **SEPTEMBER 16TH, 2024, AT 8:30 AM, IN THE COUNCIL CHAMBERS AT THE GRAHAM CITY HALL, 608 ELM STREET, GRAHAM, TEXAS,** AT WHICH MEETING, THE FOLLOWING AGENDA ITEMS WILL BE CONSIDERED. ITEMS ON THE AGENDA ARE SUBJECT TO ACTION. THE PLANNING AND ZONING COMMISSION RESERVES THE RIGHT TO MEET IN CLOSED/EXECUTIVE SESSION ON AN AGENDA ITEM SHOULD THE NEED ARISE, AND IF APPLICABLE, PURSUANT TO AUTHORIZATION BY TITLE 5, CHAPTER 551 OF THE TEXAS LOCAL GOVERNMENT CODE.

REGULAR MEETING AGENDA:

1. **Call to Order** **Time:** _____
2. **Notice of Posting:** Notice of this Special Called Meeting of the Planning and Zoning Commission of the City of Graham Texas was duly posted at a place readily accessible to the public at least 72 hours prior to the date and time of this meeting, in accordance with the Texas Open Meetings Act.
3. **Roll Call of Members Present**
4. **Public Forum:** This forum is for citizens to comment on any Planning and Zoning subject not on an agenda, no discussion can be had by Council; however, items discussed can be placed on a future agenda for discussion and action.
5. **Reports**
6. **Approve** the Minutes of the Regular Called meeting held on August 19th, 2024.
7. **Consider and Act** to recommend reappointment of Cam Bennett, Murial Stephens, and Corey Gober for a two-year term to the Planning and Zoning Commission, and forward same to the City Council for consideration.
8. **Consider and Act** to recommend to the City Council certain persons as candidates for consideration for appointment to the Planning and Zoning Commission.
9. **Adjourn** **Time:** _____

Eric Garretty, City Manager

NOTICE

The Planning and Zoning Commission of the City of Graham, Texas reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations Regarding Real Property), 551.073 (Deliberations Regarding Prospective Gift), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 – (Deliberations Regarding Economic Development). Before any closed session is convened, the Presiding Officer will publicly identify the section or sections of the act authorizing the closed session. All final votes, actions or decisions will be taken in open session.

I, the Undersigned Authority, do hereby certify that the above notice of Meeting of the Governing Body of the City of Graham, Texas is a true and correct copy of said notice posted at the City of Graham, Texas, and a place convenient and readily accessible to the general public at all times.

Witness my hand and seal of the City of Graham this 10 day of September, 2024 at 11:00 am and remained so posted continuously for at least 72 hours proceeding the scheduled time of meeting.

City of Graham

By: Marci Bueno

Marci Bueno, City Secretary

ACCESSIBILITY NOTICE

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation and interpretive services must be made 48 hours prior to the meeting. Contact the City Hall at (940) 549-3324.

I hereby certify that the above shown notice was removed from the posting location at the Graham City Hall, 612 Elm Street, Graham, Texas 76450, at _____ a.m./p.m. on the _____ day of _____ 2024 and satisfies the 72-hour posting requirement.

CITY OF GRAHAM PLANNING & ZONING COMMISSION
August 19th, 2024

1. **Call Meeting to Order**: Chairperson Cam Bennett called the meeting to order at 8:38 A.M.
2. **Notice of Posting:** Notice of this Special Called Meeting of the Planning and Zoning Commission of the City of Graham Texas was duly posted at a place readily accessible to the public at least 72 hours prior to the date and time of this meeting, in accordance with the Texas Open Meetings Act.
3. **Roll Call of Members Present:**
   Chairperson: Cam Bennett, Board Members: Terry Bishop, Colby Kramer.
   Absent: Corey Gober, Murial Stephens
   Others:
   Grant Ingram- Assistant City Manager, Randall Dawson- Building Official,
4. **Public Forum:**
5. **Reports:** Mr. Dawson gave updates on park projects, the homes being built on Jaqueline Street, the effluent water line and the chemical tank at the WTP.
6. **Approve the minutes of the regular called meeting held July 22nd, 2024.** Motion made by Cam Bennett, 2nd by Terry Bishop. The vote for approval was unanimous.
7. **Consider and Act** on a request from Graham Industrial Association, Inc. to replat real Property Located at 1516 Highway 16 S. Mr. Ingram explained that the reason for the replat is to sell a portion of the lot for a new commercial development. A discussion was had about the shared drive for the properties. Motion to approve was made by Cam Bennett, 2nd by Terry Bishop. The vote for approval was unanimous.
8. **Discussion** regarding board member appointment and expiration. Mr. Dawson advised the board that three members are close to expiration. He suggested having three nominees to recommend to city council at the next meeting.
9. **Adjournment:** Motion by Terry Bishop at 9:40 a.m.

PART A

Section 1. -

That, there is hereby created and established for the City of Graham, Texas, a Planning and Zoning Commission which shall be composed of five (5) members. The membership of the Planning and Zoning Commission shall be at the discretion of the majority vote of the board of alderman; and shall consist of citizens of the City of Graham who are eligible to vote in city elections, are current on taxes, and have no outstanding liens owed to the city, and are not employees of the city, recognizing that the board of alderman by majority vote may include a person residing outside the city on any board or commission. The members appointed to board shall be appointed to terms of no more than two (2) years expiring on the last day of June of year of term expiration. Any term of appointment shall be considered a full term of appointment establishing that any board member may be removed without cause by a majority vote of the board of alderman at any time. No board member appointed after the adoption of the ordinance from which this section derives shall serve more than three (3) consecutive terms beginning with the first term appointed after adoption of this section, no previous term of service shall be counted towards the term limits unless so deemed by the board of alderman. The board of alderman may appoint up to two (2) members who concurrently serve on the board of alderman to any board or commission at their discretion, but are not required to appoint any member of the board of alderman to any board or commission. The term and term limit of any member of the board of alderman appointed to any board shall coincide with the term of said member on the board of alderman.

(Ord. No. 283, § 1, 12-1-60; Ord. No. 341, § 1, 2-24-66; Ord. No. 446, § 1, 11-27-74; Ord. No. 549, § 1, 7-3-80; Ord. No. 1019, § 1, 5-22-14; Res. No. 101, 11-17-16)

Section 2. -

The Planning and Zoning Commission shall elect a Chairman from its membership and shall have power to employ such qualified persons as may be necessary for the proper conduct and undertakings of the Commission and to pay for their services and such other necessary expenses, provided that the cost of such services and expenses shall not exceed the amount appropriated by the Governing Body for the use of the Commission. It shall also have the power to make rules, regulations and by-laws for its own government, which shall conform as nearly as possible with those governing the City Council and same shall be subject to approval by such Council. Such by-laws shall include among other items, provisions for: (a) regular and special meetings, open to the public; (b) records of its proceedings, to be open for inspection by the public; (c) reporting to the Governing Body and the public, from time to time and annually; and (d) for the holding of public hearings on its recommendations when, in the opinion of the Commission, such public hearing is desirable.

(Ord. No. 283, § 2, 12-1-60; Ord. No. 341, § 2, 2-24-66)

Section 3. -

The Planning and Zoning Commission shall have the power to make and recommend for adoption, a master plan, as a whole or in parts, for the future development and redevelopment of the municipality and its environs, and shall have the power to prepare and recommend for adoption a comprehensive plan and ordinance for zoning the City in accordance with Chapter 283, Acts of the Regular Session of the Legislature, 1927, (Arts. 1011a to 1011j, R. C. S.), and to recommend changes and amendments thereto and to complete any work heretofore commenced. The Commission shall perform such other duties as may be prescribed by Ordinance or State Law.

(Ord. No. 283, § 3, 12-1-60; Ord. No. 341, § 3, 2-24-66)

Section 4. -

The Commission appointed and created in Sections 1, 2, and 3 of Part "A" of this Ordinance is created and established in connection with work previously commenced and any work heretofore done by a Planning and Zoning Commission is adopted, ratified, and confirmed.

(Ord. No. 341, § 4, 2-24-66)

Section 5. -

In determining certain requirements and guides with reference to new additions to be considered by the Planning Commission, it is hereby provided that hereafter no lot, street, or alley shall be of less dimensions than as follows: (a) No lot shall be less than 60 feet in width nor less than 100 feet in depth, (b) No street shall be less than 50 feet in width from property line to property line, (c) No alley shall be less than 20 feet in width from property line to property line.

(Ord. No. 341, § 5, 2-24-66)