

**MINUTES OF THE
CITY OF PRINCETON
REGULAR PLANNING AND ZONING COMMISSION MEETING
Of August 20, 2009**

The Princeton Planning and Zoning Commission met in regular session in the Council Chamber at City Hall, 306 Main Street, on August 20, 2009, at 6:30pm. The following Commissioners were present: Chairman Closs, Co-Chairman Goerlich, Commissioner Wade, Commissioner Kirkham and Commissioner Goulet and Alternate Commissioner Rosbury. The following Staff was present: Lee Lawrence, City Administrator and Kathy Morris, Planning Technician.

Chairman **Closs** presided and called the meeting to order at 6:34pm.

Chairman **Closs** led the audience in the Pledge of Allegiance.

Chairman **Closs** announced the item under **Commissioners Roll Call**:
“Commissioners Roll Call” **All Commissioners present.**”

Chairman **Closs** announced the item under **Consent Agenda: (D)**
“Discussion and possible approval of the Regular Planning and Zoning meeting minutes of July 16, 2009.” **Commissioner Kirkham made a motion to approve the July 16, 2009 minutes. Alternate Commissioner Rosbury seconded the motion. The motion carried unanimously.**

Chairman **Closs** announced the item under **Action Taken on the Planning and Zoning Items by the City Council:**

- 1) Zoning Ordinance Amendment #1—approved 7/28/09 meeting

Chairman **Closs** announced the item under **Planning & Zoning Commissioners Terms: (F)** “Discussion and possible approval and recommendation to the City Council regarding the renewal of the two (2) year Planning & Zoning Commissioner Terms for Claire Closs (Place 1), Todd Kirkham (Place 3) and Dorothy Wade (Place 5). Effective July 1, 2009 through June 30, 2011. (Installation to be at the first regular commission meeting after their appointment by the City Council.” **Commissioners Claire Closs (Place 1), Todd Kirkham (Place 3) and Dorothy Wade (Place 5) agreed to serve as a Planning & Zoning Commissioner for a two (2) year term effective July 1, 2009 through June 30, 2011. Co-Chairman Goerlich made a motion to recommend approval and forward to City Council. Commissioner Kirkham seconded the motion. The motion carried unanimously.**

Chairman **Closs** announced the item under **Planning & Zoning Alternate Commissioner Position: (G)** “Discussion and possible approval and recommendation to the City Council regarding the filling of the vacant Alternate Planning & Zoning commissioner seat by Michael (Mike) W. Roberts.” **Mr. Roberts introduced himself to the P&Z Commissioners and expressed his desire to serve as a Commissioner. Co-Chairman Goerlich made a motion to approve and recommend to the City Council the appointment of Michael (Mike) W. Roberts as an alternate Planning & Zoning**

Commissioner. Commissioner Kirkham seconded the motion. The motion carried unanimously.

Chairman **Closs** announced the item under **Workshop—Sign Ordinance: (H)** “Discussion and possible approval and recommendation to the City Council regarding amending Sign Ordinance No. 2000-05-21 (Section 58 of the Code of Ordinances of the City of Princeton, Texas).” Discussion and possible approval and recommendation to the City Council regarding amending Sign Ordinance No. 2000-05-21 (Section 58 of the code of Ordinances of the City of Princeton, Texas).” **After much discussion, two items were recommended for revision: 1) Item BG (4) (page 21) Any changeable electronic variable message sign (CEVMS) or light emitting diode (LED) billboards located, relocated, or upgraded along a regulated highway within the corporate limits or extraterritorial jurisdiction of Princeton. The Commissioners initially thought that the changeable electronic variable message sign (CEVMS) related to any sign and wanted that removed from the Prohibited Signs Section—adding a definition for such in the ordinance. However it was determined that both the changeable electronic variable message sign (CEVMS) or light emitting diode (LED) billboards were addressing billboards and not signs. Therefore, the word “billboards” was added after the words “changeable electronic variable message sign (billboards); 2. Item 2A1 (page 2) a coma was added within the sentence for clarity. Commissioner Kirkham moved to approve with noted revisions and forward to the City Council for approval of an ordinance amending the Sign Ordinance (Ordinance 2000-05-21. C0-Chairman Goerlich seconded the motion. The motion carried unanimously.**

Chairman **Closs** announced the item under **Update report of the Economic Development Corporation by Liaison Goulet: (I)**
Commissioner Goulet stated that she had nothing to report.

Chairman **Closs** announced the item under **Status report of current developmental projects by Kathy Morris and Lee Lawrence: (J)**
Lee Lawrence gave an update on:

- 1) *Change of September meeting date—choice of 9/21, 23, 28, 29, 30 The September meeting will be on Monday, Sept. 21st @ 6:30pm*
- 2) *Ordinance 2006-06-13 Uniform Policies for Boards and Commissions—Kathy informed the Commissioners that they had received this ordinance in their P&Z packets and that they should review it and become familiar with the contents.*
- 3) *Notification to Kathy Morris if unable to attend P&Z Meetings—Kathy had included her business card in the Commissioners packets so she will have her current contact information.*
- 4) *CIP Projects—Lee updated on the RM982 water line relocation project; 2nd Street construction issues; 4th Street waterline to proposed elevated water storage tank project*
- 5) *PISD Projects—Kathy announced that Temporary Certificate of Occupancies would be issued to the PISD projects (Clark, Lacy, Multi-purpose bldg, Stadium) on Friday, Aug. 21, 2009.*
- 6) *Overall Update—Monte Carlo street reconstruction project should have dirt moving sometime in the fall as scheduled.*

Chairman **Closs** announced the item under **Discussion of Future Agenda Items:**
(K) Commissioner Kirkham requested that the topic of “Off street parking on unimproved surfaces be discussed in the future.

Chairman **Closs** announced the item under **Adjournment:** (L)
Commissioner Kirkham made a motion to adjourn. Commissioner Goulet seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:16pm.