

THE CITY OF  
  
**BALCH SPRINGS**  
GROWING COMMUNITY

**NOTICE OF REGULAR  
PLANNING AND ZONING COMMISSION  
CITY OF BALCH SPRINGS  
7:00 PM, JULY 18, 2019  
CITY HALL, 13503 ALEXANDER ROAD, BALCH SPRINGS, TEXAS 75181**

**MINUTES**

1. **Identification of quorum.**  
Co-Chairperson Comstock called the meeting to order and identified a quorum with Commissioner Gardner, Commissioner Villa, Co-Chairperson Comstock, Commissioner Glenn, Commissioner Logan, Commissioner Kinnel and Commissioner Osorio arriving at 7:04 p.m. Absent was Chairperson Patino.
2. **Invocation and Pledge of Allegiance.**  
Commissioner Kinnel gave the invocation and Commissioner Gardner led the Pledge of Allegiance.
3. **Citizen Comments.**  
None.
4. **Discussion and action to approve minutes.**
  - a. **Approve minutes of June 20, 2019**  
Commissioner Kinnel made a motion to approve the minutes for June 20, 2019. Commissioner Gardner second the motion. Voting in favor were Commissioner Gardner, Commissioner Logan, Commissioner Villa, Co-Chairperson Comstock, Commissioner Glenn, Commissioner Kinnel and Commissioner Osorio. Motion passed. (6-0)
5. **Briefing Preliminary Plat Application No. 002-2019PP by Melinda Epps to plat one lot totaling 3.506 acres of land into four lots located at 2503 McKenzie Drive to allow the future construction of four (4) single family residential homes.**  
Staff gave a briefing regarding item 5.
6. **Conduct a Public hearing on Preliminary Plat Application No. 002-2019PP by Melinda Epps to plat one lot totaling 3.506 acres of land into four lots located at 2503 McKenzie Drive to allow the future construction of four (4) single family residential homes.**  
Chairperson Comstock opened the public hearing at 7:05 p.m. Marie Tedei at 4708 Pioneer Road, Balch Springs spoke in favor of the large home sites. The public hearing was closed at 7:07 p.m.
7. **Consideration and action on Preliminary Plat Application No. 002-2019PP by Melinda Epps to plat one lot totaling 3.506 acres of land into four lots located at**

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**2503 McKenzie Drive to allow the future construction of four (4) single family residential homes.**

Commissioner Kinnel made a motion to approve the Preliminary Plat Application No. 002-2019PP by Melinda Epps to plat one lot totaling 3.506 acres of land into four lots located at 2503 McKenzie Drive to allow the future construction of four (4) single family residential homes. Commissioner Osorio second the motion. Voting in favor were Commissioner Gardner, Commissioner Logan, Commissioner Villa, Co-Chairperson Comstock, Commissioner Glenn, Commissioner Kinnel and Commissioner Osorio. Motion passed. (7-0)

**8. Discussion and action on P&Z Attendance Report.**

P&Z Commission had a discussion regarding the attendance report. Commissioner Logan made a motion to accept the attendance report and keep all the same P&Z Members. Commissioner Glenn second the motion. Voting in favor was Commissioner Kinnel. Voting in against were Commissioner Gardner, Commissioner Logan, Commissioner Villa, Co-Chairperson Comstock, Commissioner Glenn and Commissioner Osorio. Motion failed. (6-1) Commissioner Logan made a motion to accept the attendance report as submitted and keep all the current P&Z Commission Members and that staff notifies members in violation of the Attendance Policy. Commissioner Kinnel second the motion. Voting in favor were Commissioner Gardner, Commissioner Logan, Co-Chairperson Comstock, Commissioner Glenn, Commissioner Kinnel and Commissioner Osorio. Commissioner Villa abstained. Motion passed. (6-1)

**9. Staff Report**

- a. **Updates on Land Use Applications: 2503 McKenzie Road, 4702 Ambassador Way, 13498 Alexander Road, 11939, 12107 and Lake June Road, 11451 Elam Road, 4540 Lasater Road, 3534, 3401 & 2429 Hickory Tree Road, 12728 and 12734 Lake June Road and 12809 Eastgate Drive, 112 Lakeside, 1034 Haymarket Road and Alexander Village & Beltline Places Developments at Beltline Road.**
- b. **Update on Comprehensive Plan Amendment discussion of the Slater Drive Corridor.**
- c. **Update on Subdivision Ordinance Re-Write.**

Staff gave a staff report regarding item 9 a-c.

**10. Announcements, request for information and/or new business items to be placed on a future agenda. (No action or discussion allowed)**

July 23, 2019: Mobility Plan Study Open House Public Meeting: Day: Tuesday, 6pm. Location: Civic Center, 12400 Elam Road.

August 3, 2019: Back to School Bash: School supplies for Balch Springs students and teachers. Day: Saturday, Location: Rec. Center, 4372 Shepherd Lane.

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August 10, 2019: 3<sup>rd</sup> Annual Unity in the Community: Day: Saturday, Location: Recreation Center: 4372 Shepherd Lane.

August 16, 2019: Hot Topics (Training) for Texas Cities by Brown & Hofmeister: Location: Richardson, TX Time: 8/16, 8am-3pm.

August 27, 2019: 7<sup>th</sup> Annual Business Taste Expo (networking, food, etc.) by the Balch Springs Chamber of Commerce: Date: Tuesday, 5pm-7:30pm. Location: Civic Center, 12400 Elam Road.

October 19, 2019: KBSB Fall Trash Round Up & Extreme Green. Time: 8am-1pm. Location: Rec. Center, 4372 Shepherd Lane.

November 8<sup>th</sup>, 2019: Veteran's Day Breakfast: Location: Police/Fire Complex Elam Road. Time: 7am-11am.

December 7, 2019: Christmas Parade & Tree Lighting: Location: Civic Center, 12400 Elam Road. Time: 4pm-8pm.

**11. Adjournment.**

Commissioner Logan made a motion to adjourn. Commissioner Osorio second the motion. Voting in favor were Commissioner Gardner, Commissioner Logan, Commissioner Villa, Co-Chairperson Comstock, Commissioner Glenn, Commissioner Kinnel and Commissioner Osorio. Motion passed (7-0), meeting adjourned at 7:48 p.m.

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P&Z Chairperson

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P&Z Secretary