

**MINUTES
TOWN OF COPPER CANYON
SPECIAL JOINT TOWN COUNCIL AND
PLANNING AND ZONING COMMISSION
WORKSHOP MEETING
MONDAY, APRIL 15, 2024
6:00 P.M.**

The Town Council and Planning and Zoning Commission (P&Z) of the Town of Copper Canyon met in special session for a Joint Council and P&Z Workshop on Monday, April 15, 2024, at 6:00 p.m. in the Council Chambers at Copper Canyon Town Hall, 400 Woodland Drive, Copper Canyon, Texas, whereupon the following items were considered.

I. CALL TO ORDER

Mayor Robertson called the special session for a Joint Council and P&Z Workshop regular meeting to order at 6:00 on the 15th day of April 2024.

Council Present

Steve Hill	Mayor Pro Tem
Rudy Castillo	Deputy Mayor Pro Tem
Dale Andrews	Council Member
Chase Lybbert	Council Member
Larry Johnson	Council Member

P&Z Chairman Pape called the special session for a Joint Council and P&Z Workshop to order at 6:00 on the 15th day of April 2024.

Commissioners Present

Mark Pape	Chairman
Mitch Dornich	Vice-Chairman
Jeff Dahl	Commissioner
Kimberlee Delany	Commissioner
Shawn Sandefur	Commissioner
Ted Stranczek	Commissioner
Dane Kustes	Commissioner

Staff Present

Robert Hager	Town Attorney
Chris Hartke	Town Engineer
Troy Meyer	Town Administrator
Sheila Morales	Town Secretary

A quorum of the Town Council and Planning and Zoning Commission was established.

II. PUBLIC INPUT

Citizens can make comments to the Town Council during this section of the meeting agenda. We ask citizens who wish to speak on agenda items to sign in on the sheet provided on the table at the back of the Council Chambers. There is a 3-minute time limit for each speaker. Pursuant to State Open Meetings law, the Town Council cannot discuss or take action on items not posted on the agenda. Therefore, the Council cannot take action on or discuss any issues or items brought up during public input.

No one spoke.

III. CURRENT/PROPOSED DEVELOPMENT UPDATES

A. Current Developments

Town Administrator Meyer updated meeting attendees on current developments in the Town, including Williams Ranch, Vickery, and Boots Ranch.

B. Proposed Developments

Town Administrator Meyer updated meeting attendees on the following 'in-process' and potential developments, including Jernigan Estate, Copper Knoll Estates Garrison property, Copper Creek – Phase 3 and Town Center.

IV. DISCUSSION ITEMS

No action will be taken except to give direction to the Town Administrator or Town Attorney regarding future agenda items.

1. General Law Type A Zoning and Development Process Requirements

Town Attorney Hager presented a presentation regarding Planning and Zoning, which covered the following topics:

- Basic Zoning in the State of Texas
- P&Z Powers and Duties
- P&Z Basics
- Comprehensive Plan (Master Plan)
- Zoning Ordinance and Regulations
- Zoning Changes

- Zoning Use Classifications and Districts
- Conditional Use Permits
- Planned Developments
- Plats and Subdivisions
- Preliminary Plats
- Final Plats

Throughout the presentation, Council Members and Planning and Zoning Commissioners asked questions and made recommendations for future changes to the Town’s development process.

2. Copper Canyon Development Process


Town Engineer Hartke discussed the Town’s Development Process Overview chart distributed at the meeting.


Council Members and Planning and Zoning Commissioners asked questions and made recommendations for future changes to the Town’s development process.

Mayor Robertson suggested creating a committee to review the Town’s current subdivision development process. The committee would consist of Council Member Johnson, Council Member Lybbert, P&Z Vice Chair Dornich, P&Z Commissioner Delaney, Town Administrator Meyer and Town Secretary Morales.

Meeting adjourned at 8:30 p.m.

APPROVED BY THE TOWN COUNCIL THIS 13th DAY OF May, 2024


 Ron Robertson, Mayor
 Town of Copper Canyon


 Sheila B. Morales, TRMC – Town Secretary
 Town of Copper Canyon

APPROVED BY THE PLANNING AND ZONING COMMISSION THIS _____ DAY OF _____ 2024.

APPROVED:

ATTEST:

 Mark Pape
 Chairman, Planning & Zoning Commission

 Sheila B. Morales, TRMC
 Town Secretary

**MINUTES
TOWN OF COPPER CANYON
PLANNING & ZONING COMMISSION (P&Z)
MONDAY, APRIL 29, 2024
6:00 p.m.**

The Town of Copper Canyon Planning and Zoning Commission met in regular session on Monday, April 29, 2024, at 6:00 p.m. in the Council Chambers at Copper Canyon Town Hall, 400 Woodland Drive, Copper Canyon, Texas, whereupon the following items were considered.

I. CALL TO ORDER

Chairman Pape called the meeting of the Copper Canyon Planning and Zoning Commission to order at 6:00 p.m. on the 29th day of April 2024.

Commissioners Present

Mark Pape	Chairman
Jeff Dahl	Commissioner
Kimberlee Delany	Commissioner
Shawn Sandefur	Commissioner
Dane Kustes	Commissioner

Commissioners Present (sitting in the audience)

Ted Stranczek	Commissioner
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Staff Present

Troy Meyer	Town Administrator
Sheila Morales	Town Secretary

II. DEVELOPMENT UPDATE

- Vickery
- Boots Ranch
- Copper Creek
- Jernigan Estates
- Copper Knoll Estates

Town Administrator Meyer briefly updated P&Z Commissioners and audience attendees regarding ongoing developments in the Town, future traffic light on FM407 and the newly created Development Process Review Committee.

III. PUBLIC INPUT

Citizens can make comments to the Planning and Zoning Commission. We ask citizens who wish to speak on agenda items to sign in on the sheet provided on the table at the back of the Council Chambers. There is a 3-minute time limit for each speaker. Pursuant to State Open Meetings law, the Planning and Zoning Commission cannot discuss or take action on items not posted on the agenda.

No one spoke.

IV. CONSENT ITEM

1. Approve March 25, 2024, Minutes of Planning and Zoning Commission Meeting.

Commissioner Dahl made a motion to approve the minutes of the March 25, 2024, P&Z Commission meeting as presented.

Commissioner Sandefur seconded the motion.

Ayes: **Chairman Pape and Commissioners Dahl, Delany, Kustes and Sandefur**

Nays: None

Chairman Pape announced that the motion passed unanimously.

V. PUBLIC HEARING

(This item was moved to after the 'discussion' portion of Action and Discussion Item #1.)

The Planning and Zoning Commission of Copper Canyon will conduct a Public Hearing for the purpose of hearing any and all comments and consider a recommendation to Town Council regarding the

1. Copper Knoll Estates Development Plan, allowing for the development of approximately twenty (20) acres, and to allow for the development of eighteen (18) single family lots and one (1) HOA lot, located at 1700 Bishop Lane, Copper Canyon, Texas 76226.

Chairman Pape opened public hearing at 6:25 p.m.

The following people spoke.

Norman Jordan (260 Orchid Hill Ln) raised questions regarding the following items as they related to the proposed development:

- Current trees along Orchid Hill
- Roadway
- Retaining wall material
- Fences along Orchid Hill
- Drainage

Ted Stranczek (1020 N Berry Trail Ct) expressed concern regarding the drainage of water on proposed Lot 1 (southwest corner) of the proposed development.

Holly Frenzel (320 Orchid Hill Ln) expressed concern regarding the drainage as it related to the proposed development.

Chairman Pape closed the public hearing at 6:37 p.m.

VI. ACTION & DISCUSSION ITEM

1. Discuss, consider, and make recommendation to the Copper Canyon Town Council regarding the Copper Knoll Estates Development Plan, allowing for the development of approximately twenty (20) acres, and to allow for the development of eighteen (18) single family lots and one (1) HOA lot, located at 1700 Bishop Lane, Copper Canyon, Texas 76226.

Chairman Pape noted that per the Town Engineer, the Development Plan requirements have all been met.

Chairman Pape and **P&Z Commissioners** discussed the following items relating to the proposed Copper Knoll Estates Development Plan:

- Retaining wall
- Development fencing
- Retention ponds and maintenance
- Drainage concerns

Discussion paused and the public hearing took place (see Agenda Item V above for further details as well as those who spoke).

After the public hearing was closed, the P&Z Commissioners and developer further discussed the following items relating to the Copper Knoll Estates Development Plan:

- Development fencing
- Expected price per lot

Commission Dahl made a motion to recommend to the Town Council approval of the Copper Knoll Estates Development Plan.

Commissioner Sandefur seconded the motion.

Ayes: **Chairman Pape, and Commissioners Dahl, Delany, Kustes and Sandefur**

Nays: None

Chairman Pape announced that the motion passed unanimously.

VII. ADJOURN

Meeting adjourned at 6:45 p.m.

APPROVED BY THE PLANNING AND ZONING COMMISSION THIS _____ DAY OF _____ 2024.

APPROVED:

ATTEST:

Mark Pape
Chairman, Planning & Zoning Commission

Sheila B. Morales, TRMC
Town Secretary