



**MEETING MINUTES  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING, JUNE 5, 2014**

The Planning and Zoning Commission of the City of Palestine, Texas convened in a regular meeting on Thursday, June 5, 2014 at 1:42 p.m. in the City Council Chambers at City Hall, 504 N. Queen Street, Palestine, Texas.

Planning and Zoning Commissioners present: Chairman Dan Davis, Mary Cox, Edwina Miller, Richard Farris, Jr., and Bob Snow.

Planning and Zoning Commissioners absent: Dennis Knox, Neel James Warren, III.

City Staff members present: Jeffrey Lyons, Development Services Director, Jacob Morris, Historic Preservation Officer and Alene Leveston, Secretary.

**CALL TO ORDER**

Chairman Davis called the meeting to order at 1:42 p.m. A quorum was present.

**APPROVAL OF MINUTES**

Commissioner Miller made a motion to approve the minutes of the May 1, 2014 regular meeting as submitted. The motion was seconded by Commissioner Cox. Upon vote, the motion carried unanimously.

**ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

Case DCA-14-03.

Amendment to Chapter 40 Development, Article IV. Historical Preservation, Section 40-112 (c) regarding administrative design review affecting landmarks and properties located in historic districts.

Staff discussed the item with the Commission including the Historic Landmarks Commission recommendation. After discussion of this item, Commissioner Miller made the following motion:

1. Recommended amending the administrative procedures which will authorize the HPO administratively approve a Certificates of Appropriateness due to: a) Emergency repairs; b) Repairs with like materials; and, c) Any category of construction, reconstruction, alteration, restoration, rehabilitation, repair, or relocation that the HLC has determined, in advance, is appropriate for administrative approval.
2. Recommended no change to the Historic Landmarks additional recommendation that stated if no action has been taken by the HPO within 60 days of the original receipt of

the application, a Certificate of Appropriateness shall be forwarded to the Historic Landmarks Commission for review. The existing language in the ordinance states that if no action has been taken by the HPO within 60 days of the original receipt of the application, a Certificate of Appropriateness is deemed issued by the HPO. Seconded by Commissioner Cox. The motion carried unanimously.

**OTHER ITEMS**

Staff updated the Commission on the progress of the Comprehensive Land Use Plan update along with ongoing development projects.

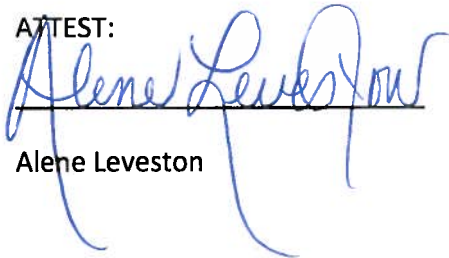
**ADJOURN**

With no other business to come before the Commission, the meeting was adjourned at 2:34 p.m.



Dan Davis, Chairman

ATTEST:



Alene Leveston