

Dan Davis, Chair
Kristy Wages, Vice-Chair
Greg Lindsey, Commissioner
Adam Armstrong, Commissioner
Jennifer Thomason, Commissioner
Grizelda Castillo, Commissioner
Lillian Hollie, Commissioner

Susan Davis, Planning Tech.



**NOTICE OF MEETING
PLANNING AND ZONING
COMMISSION
January 2, 2025
1:30 p.m.
City Council Chambers
504 N. Queen Street
Palestine, Texas**

Zoom Link:
<https://us02web.zoom.us/j/83443270621?pwd=5t26q0fi3o0bova9lNe0Ud42nlcG8L.1>

Meeting ID: 834 4327 0621
Passcode: 066503

One tap mobile
+13462487799,,83443270621#,,,,*066503# US (Houston)

Note: when you are joining a Zoom meeting by phone, you can use your phone's dial pad to enter the commands *6 for toggling mute/unmute and *9 to "raise your hand." [Learn more here.](#)

Follow us live at: facebook.com/palestinety/

A. CALL TO ORDER

B. PROPOSED CHANGES OF AGENDA ITEMS

C. PUBLIC COMMENTS

Any citizen wishing to speak during public comments regarding an item on or off the agenda may do so during this section of the agenda. All comments must be no more than five minutes in length. Any comments regarding items, not on the posted agenda may not be discussed or responded to by the Commissioners. Members of the public may join via Zoom or in person.

D. CONFLICT OF INTEREST DISCLOSURES

E. APPROVAL OF MINUTES

1. Consider approval of the Minutes from the December 5, 2024, meeting.

F. PUBLIC HEARINGS / DISCUSSION AND ACTION ITEMS

1. Public hearing, discussion, and consideration of a request to rezone 0 Ohio, John Arthur Survey, A-4, Block 882, Tract 12, 13, and 14 from Industrial to Mixed Residential.
2. Public hearing and discussion to consider amending Chapter 39, Section 39.2.4, Supplementary Use Requirements to add use requirements for Hotels.
3. Public hearing and discussion to consider amending Chapter 39, Section 39.5.3, Use Definitions to amend the proposed definition for Full-Service Hotel and Limited-Service Hotel.

G. ADJOURNMENT

I certify that the above Notice of Meeting was posted on the outdoor bulletin board at the main entrance to City Hall, 504 N. Queen Street, Palestine, Texas, in compliance with Chapter 551 of the Texas Government Code on **Monday, December 30, 2024, at 1:00 p.m.**

A handwritten signature in blue ink that reads "April Jackson". The signature is fluid and cursive, with the first name "April" and last name "Jackson" clearly distinguishable.

April Jackson, City Secretary

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA) PERSONS IN NEED OF SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHALL, CONTACT THE CITY SECRETARY'S OFFICE VIA EMAIL AT citysecretary@palestine-tx.org or 903-731-8414.



Agenda Date: 01/02/2025
To: Planning and Zoning Commission
From: Susan Davis, Planning Technician
Agenda Item: Approval of Minutes for the December 5, 2024 Meeting
Date Submitted: 12/27/2024

SUMMARY:

Consider approval of the Minutes from the December 5, 2024, meeting.

RECOMMENDED ACTION:

Staff recommends approval of the minutes.

CITY MANAGER APPROVAL:

Attachments

Minutes

Minutes of the Planning and Zoning Commission Meeting of December 5, 2024

THE STATE OF TEXAS §
COUNTY OF ANDERSON §
CITY OF PALESTINE §

The Planning and Zoning Commission of the City of Palestine convened in a Regular Meeting on Thursday, December 5, 2024, at 1:30 p.m., in the Council Chambers at City Hall, 504 N. Queen Street, Palestine, Texas, with the following people present: Chairman Dan Davis; Commissioners Kristy Wages, Greg Lindsey, Adam Armstrong, Jennifer Thomason, Grizelda Castillo, and Lillian Hollie.

Staff present: Planning Tech Susan Davis and City Manager Admin Casey DeBord.

CALL TO ORDER

With a quorum present, Chairman Davis called the meeting to order at 1:30 p.m.

PROPOSED CHANGES OF AGENDA ITEMS

None.

PUBLIC COMMENTS

No public comments were made.

CONFLICT OF INTEREST DISCLOSURES

There were none.

APPROVAL OF MINUTES

Commissioner Castillo made a motion, seconded by Commissioner Thomason to approve minutes from November 7, 2024, meeting. Upon vote, the motion carried unanimously 6-0 (Commissioner Kristy Wages was not present during the vote).

PUBLIC HEARINGS/ DISCUSSION AND ACTION ITEMS

1. Public hearing and consideration of a Specific Use Permit for a retail furniture store at 330 East Spring Street, Suite B, Original, Block 169, Lot 11B-15B, Block 170, Lot 16B-20B and Lot 21, 22.

Chairman Davis opened the public hearing at 1:36 pm. No one spoke in favor or in opposition to the Specific Use. Chairman Davis closed the public hearing at 1:36 pm. Planning Tech Susan Davis gave a summary concerning the zoning for the property and the proposed use type. Following discussion about the possibility of rezoning the shopping center, Commission Lindsey made a motion, seconded by Commissioner Thomason to approve the item as presented. Upon vote, motion carried 7-0.

2. Public hearing and consideration of a Specific Use Permit for a hall/reception/banquet/meeting use at 112 West Oak, Original, Block 163, Lot 11.

Chairman Davis opened the public hearing at 1:45 pm. No one spoke in favor or in opposition to the Specific Use. Chairman Davis closed the public hearing at 1:46 pm. Planning Tech Susan Davis gave a summary concerning the zoning for the property and the proposed use type. Following discussion about parking concerns and vacancy, Commission Armstrong made a motion, seconded by Commissioner Lindsey to approve the item as presented. Upon vote, motion carried 7-0.

3. Public hearing and consideration of a request to rezone 111 Kentucky Street (Yokum & Hearn, Block 1, Lot 3 and 4B), 115 Kentucky Street (John Arthur Survey, A-4, Block 883, Tract 36 and 47), and 0 Ohio Street (John Arthur Survey, A-4, Block 882, Tract 12 and 13).

Chairman Davis opened the public hearing at 1:57 pm. Tana Murrell spoke in favor of the rezoning. No one spoke in opposition. Chairman Davis closed the public hearing at 2:06 pm. Planning Tech Susan Davis gave a summary concerning the zoning for the property, the proximity to the railroad tracks, and residential uses.

Minutes of the Planning and Zoning Commission Meeting of December 5, 2024

Following discussion about parking concerns and vacancy, Commission Lindsey made a motion, seconded by Commissioner Lindsey to approve the item as presented. Upon vote, motion carried 7-0.

ADJOURN

With no other business to come before the Commission, Commissioner Armstrong made a motion, seconded by Commissioner Lindsey, to adjourn the meeting at 1:46 p.m. Motion carried 7-0.

PASSED AND APPROVED THIS 2nd DAY OF JANUARY 2025.

Dan Davis, Chairman

ATTEST:

Susan Davis, Planning Tech



Agenda Date: 01/02/2025
To: Planning and Zoning Commission
From: Susan Davis, Planning Technician
Agenda Item: Request to Rezone Industrial to Mixed Residential - Ohio Street
Date Submitted: 12/27/2024

SUMMARY:

Public hearing, discussion, and consideration of a request to rezone 0 Ohio, John Arthur Survey, A-4, Block 882, Tract 12, 13, and 14. The proposed rezoning area is populated with Single-Family Residential structures and is adjacent to the railroad tracks. On December 11, 2024, eight notices were mailed to property owners within 200-feet of the location of the zoning change application. As of the date of this report, no comments have been returned in favor or in opposition, and eight (100%) property owners have not responded.

RECOMMENDED ACTION:

Public hearing, discussion, and consideration.

CITY MANAGER APPROVAL:

Attachments

Application
Staff Report



ZONING CHANGE APPLICATION
Fee: \$225.00 (effective 03/18/2024)

PROPERTY DESCRIPTION (LOCATION OF ZONING CHANGE REQUEST)

Address (if available): 111 Kentucky, 115 Kentucky, 0 Ohio
Subdivision Name, Lot, Block): Arthur, John ? Yokum ? Hearn
ACAD Block and Tract #: Block 882 Tr 12, 13, 14; 883 Tr 36, 47; Block I Lot 3 & 4B
Deed Restrictions: ☐ Yes (Attach a copy with the application) ☒ No
Current Zoning: Industrial 1 Proposed Zoning: Residential / Multi-use
Current Use of Property: Residential 1
Proposed Use of Property: Residential 1

See Attached Plat: CAD

PROPERTY OWNER INFORMATION

Owner Name: Ram Hasty
Address: 111 Kentucky
City: Palestine State: Tx Zip: 75801
Phone: 903-724-2552 Email: [REDACTED]

Check one of the following:

- ☐ As the owner of the property, I will represent the application; or
☒ I designate Jamie N. Henderson to act as my agent to submit this application.

I acknowledge that all of the information provided in the application is true and correct to the best of my knowledge. Furthermore, I am the legal owner of the property described in the application or, alternatively, that I am authorized to represent all of the owners of the property described in this application.

Owner's or Authorized Representative's Signature: Jamie N Henderson

State of Texas
County of Anderson

On this 5th day of November, 2024, before me, the undersigned notary public, personally appeared Jamie Henderson, known to me to be the person whose name (s) is /are subscribed to the within instrument and acknowledged that he/she/they executed the same for the purposes therein contained.



Tabitha Michelle Warner
Notary Public



PLANNING AND ZONING COMMISSION
AGENDA DATE: JANUARY 2, 2025
ITEM PZ-24-03 / STAFF REPORT

REQUEST: Rezone Industrial to Mixed Residential

APPLICANT: Pam Hasty

EXHIBITS: Zoning Maps

PREPARED BY: Susan Davis, Planning Tech

PROPERTY INFORMATION

LOCATION: 0 Ohio, John Arthur Survey, A-4, Block 882, Tract 12, 13, 14

ZONING: Industrial (I)

OVERLAY ZONES: None

LAND USE: Single-family Residential and Vacant Properties

ADJACENT ZONING: Mixed Residential (MR) and Industrial (I)

ACREAGE: Multiple Tracts

SUBDIVISION:

SUMMARY OF REQUEST

The request for zoning change was requested by Pam Hasty. This area was previously zoned R-3 Single-Family Detached High Density District prior to the adoption of the current zoning map.

PROPERTY ZONING AND LAND USE

Adjacent zoning districts include Retail Commercial (RC) to the west, Highway Commercial (HC) and Mixed Residential (MR) to the east, and Industrial (I) to the north and south.

PUBLIC NOTICE

On December 11, 2024, eight notices were mailed to property owners within 200-feet of the location of the zoning change application. As of the date of this report, no comments have been returned in favor or in opposition. 100% of the property owners have not responded.

Notice of Public Hearing was published in the Palestine Herald on December 14, 2024.

ZONING MAP

The official zoning map adopted and declared to be a part of the zoning ordinance on September 14, 2020, by the City Council of the City of Palestine, Texas (Ordinance No. O-20-20) shows that the area identified above is in the Industrial zoning district.



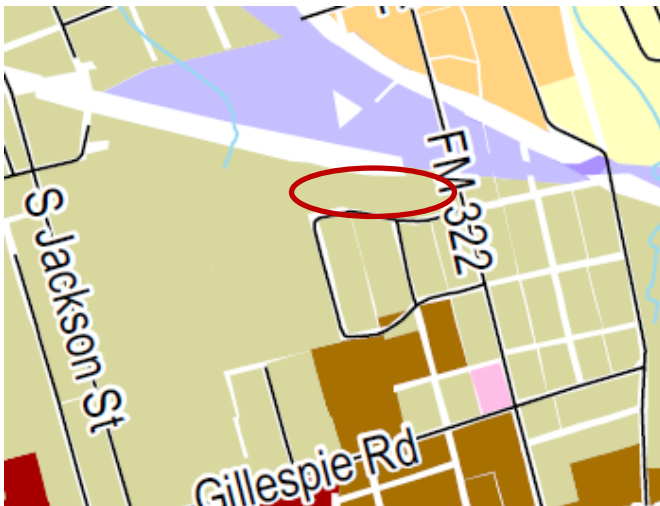
LOCATION MAP



STAFF COMMENTS AND RECOMMENDATION

The proposed rezoning area is populated with single-family residences, including manufactured homes, and is adjacent to the railroad tracks to the north.

The previous Zoning Map (shown below) reflects that the property was in the R-3 Single-Family Detached High Density District, and I-1 Light Industrial District.



■ R-3 Single Family Detached, High Density

■ I-1 Light Industrial

COUNCIL REVIEW

Depending upon the determination of the Planning and Zoning Commission, the item will be placed on Council's agenda for consideration on January 27, 2025.



Agenda Date: 01/02/2025
To: Planning and Zoning Commission
From: Susan Davis, Planning Technician
Agenda Item: Supplementary Use Requirements for Hotels
Date Submitted: 12/27/2024

SUMMARY:

Public hearing and discussion to consider amending Chapter 39, Section 39.2.4, Supplementary Use Requirements to add use requirements for hotels. See attachment for proposed supplementary use requirements.

RECOMMENDED ACTION:

Public hearing, discussion, and consideration.

CITY MANAGER APPROVAL:

Attachments

Supplementary Use Requirements - Hotels

Chapter 39 ZONING

ARTICLE II. – ZONING DISTRICTS AND USE REGULATIONS

Division 4. – SUPPLEMENTARY USE REQUIREMENTS

Sec. 39.2.4.

Hotels.

- (1) Building design.
 - a. Accessibility. A guest room shall be accessible only from an internal hallway that is accessible from a central lobby area contained within the hotel.
- (2) Site facilities.
 - a. Number of rooms. A Full-Service hotel shall provide at least 100 guest rooms.
 - b. Meeting rooms. Limited Service hotels must have at least 3,000 square feet and up to a maximum of 7,999 square feet of meeting room space. A full-service hotel must provide at least 8,000 square feet of meeting room space, which may be divisible with modular walls.
 - c. Amenities. All Full-Service hotels shall offer recreational facilities with a combined area of 1,000 square feet such as, but not limited to swimming pool, exercise rooms, game courts, or spas.
 - d. Food service. All hotels must provide at least limited food and beverage service. Limited food and beverage service must at a minimum include a self-service continental breakfast provided in an on-site dining room suitable for seating at least 30 guests at a time. Full-service hotels shall provide a full-service restaurant with full kitchen cooking and service staff on premises and be open to the public for breakfast and dinner with seating for at least thirty (30) customers.
- (3) Parking and circulation. All hotels must have an attached, covered drive-through area adjacent to the hotel lobby entrance to accommodate temporary guest parking during check in and check out. In addition to the parking required for on-site restaurant and meeting room space each hotel must provide at least one parking space per guest room.
- (4) Grandfather Clause. Any hotel property that was constructed prior to the date these requirements were established, shall be exempt from the standards therein. Additionally, if the structure should be rebuilt, it may be rebuilt to the standards by which it was originally constructed.



Agenda Date: 01/02/2025
To: Planning and Zoning Commission
From: Susan Davis, Planning Technician
Agenda Item: Use Definitions - Full-Service Hotel and Limited-Service Hotel
Date Submitted: 12/27/2024

SUMMARY:

Public hearing and discussion to consider amending Chapter 39, Section 39.5.3, Use Definitions to amend the proposed definition for Full-Service Hotel and Limited-Service Hotel. See attachment for proposed use definitions.

RECOMMENDED ACTION:

Public hearing, discussion, and consideration.

CITY MANAGER APPROVAL:

Attachments

Use Definitions-Hotel

Ch. 39 Use Definitions.

39.5.3-1 Use Definitions.

Full-Service Hotel: A building or group of buildings used as a temporary dwelling place for individuals in exchange for financial consideration where customary hotel services such as linen, housekeeping service, and telephone are provided. The property must also provide a minimum of 100 guest rooms and offer a minimum of 8,000 square feet of meeting space. Additional amenities to which must be provided include a full-service restaurant that is open to the public, and a combined total of at least 1,000 square feet which may include a swimming pool, and fitness facilities, game courts or spas. Financial consideration for hotel room units is generally calculated on a nightly basis.

Limited-Service Hotel: A building or group of buildings used as a temporary dwelling place for individuals in exchange for financial consideration where customary hotel services such as linen, housekeeping service, and telephone are provided. The property must also provide a minimum of 3,000 square feet and a maximum of 7,999 square feet of meeting space. Financial consideration for hotel room units is generally calculated on a nightly basis.