

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  
February 6, 2025  
1:30 p.m.  
City Council Chambers  
504 N. Queen Street  
Palestine, Texas**

**Zoom Link:**

<https://us02web.zoom.us/j/84125432224?pwd=WyKeJMXnsaJyGBtWQdNu5voWbwte.1>

Meeting ID: 841 2543 2224

Passcode: 930851

One tap mobile

+13462487799,,84125432224#,,, \*930851# US

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/palestinetxt/](https://facebook.com/palestinetxt/)

**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 January 2, 2025, meeting.

**F. PUBLIC HEARINGS / DISCUSSION AND ACTION ITEMS**

1. Public hearing and consideration of a request for a Specific Use Permit for an Impound Vehicle Storage Facility use at 1921 Crockett Road, William S McDonald Survey, A-43, Block 890, Tract 8.
2. Public hearing and consideration regarding assigning a zoning district for the Hidden Hills Addition, consisting of 18.63 acres situated in the Joseph Jordan Survey, Abstract 33.

3. Public hearing and consideration regarding a Final Plat for the Hidden Hills Addition, Unit 1.

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, February 3, 2025, at 1:25 p.m.**



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](mailto:citysecretary@palestine-tx.org) or 903-731-8414.



Agenda Date: 02/06/2025  
To: Planning and Zoning Commission  
From: Susan Davis, Planning Technician  
Agenda Item: Approval of Minutes for the January 2, 2025 Meeting  
Date Submitted: 01/31/2025

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**SUMMARY:**

Consider approval of the Minutes from the January 2, 2025, meeting.

**RECOMMENDED ACTION:**

Staff recommends approval of the minutes.

**CITY MANAGER APPROVAL:**

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**Attachments**

Minutes

Minutes of the Planning and Zoning Commission Meeting of January 2, 2025

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, January 2, 2025, 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, and Lillian Hollie.

Commissioners Jennifer Thomason and Grizelda Castillo were absent.

Staff present: Planning Tech Susan Davis and City Secretary April Jackson.

**CALL TO ORDER**

With a quorum present, Chairman Davis called the meeting to order at 1:32 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 Lindsey made a motion, seconded by Commissioner Armstrong to approve minutes from December 5, 2024, meeting. Upon vote, the motion carried unanimously 4-0 (Commissioner Kristy Wages was not present during the vote).

**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.

Chairman Davis opened the public hearing at 1:36 pm. No one spoke in favor or in opposition to the rezoning request. Chairman Davis closed the public hearing at 1:37 pm. On November 21, 2024, twelve notices were sent to owners within a 200-ft. radius of an adjacent tract and no comments were received in favor or opposition. On December 11, 2024, eight notices were sent to owners within a 200-ft. radius with one comment returned in favor (13%), none returned in opposition, and seven property owners did not respond (87%). Planning Tech Susan Davis gave a summary concerning the zoning for the property and the proximity to the railroad tracks. Following discussion about the possibility of rezoning, Commissioner Lindsey made a motion, seconded by Commissioner Wages to approve the item as presented. Upon vote, motion carried 5-0.

2. Public hearing and discussion to consider amending Chapter 39, Section 39.2.4, Supplementary Use Requirements to add use requirements for Hotels.

Chairman Davis opened the public hearing at 1:40 pm. Cassie Ham, Tourism and Marketing Manager, spoke in favor of the proposed change to accommodate small to mid-space conferences. Veer Patel spoke in favor clarifying that the proposal is not intended to stop growth but to address the need for meeting space. Chairman Davis closed the public hearing at 1:45 pm. Planning Tech Susan Davis stated that a Notice of Public Hearing was published in the Palestine Herald on December 14, 2024. Following discussion concerning protection of existing hotels/motels, Commissioner Lindsey made a motion, seconded by Commissioner Armstrong to approve the item as presented. Upon vote, motion carried 5-0.

Minutes of the Planning and Zoning Commission Meeting of January 2, 2025

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.

Chairman Davis opened the public hearing at 1:50 pm. Cassie Ham, Tourism and Marketing Manager, and Veer Patel spoke in favor of the proposed change. Chairman Davis closed the public hearing at 1:51 pm. Planning Tech Susan Davis stated that a Notice of Public Hearing was published in the Palestine Herald on December 14, 2024. Following discussion, Commissioner Wages made a motion, seconded by Commissioner Hollie to approve the item as presented. Upon vote, motion carried 5-0.

**ADJOURN**

With no other business to come before the Commission, Commissioner Lindsey made a motion, seconded by Commissioner Armstrong, to adjourn the meeting at 1:52 p.m. Motion carried 5-0.

PASSED AND APPROVED THIS 6<sup>th</sup> DAY OF FEBRUARY 2025.

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Dan Davis, Chairman

ATTEST:

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Susan Davis, Planning Tech



Agenda Date: 02/06/2025  
To: Planning and Zoning Commission  
From: Susan Davis, Planning Technician  
Agenda Item: Specific Use Permit for Impound Vehicle Storage Facility at 1921 Crockett Rd  
Date Submitted: 01/31/2025

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**SUMMARY:**

Public hearing, discussion, and consideration of a Specific Use Permit for an Impound Vehicle Storage Facility use at 1921 Crockett Road, William S McDonald Survey, A-43, Block 890, Tract 8, which is zoned Retail Commercial. The applicant, Ferrell Towing, LLC, is licensed to operate a towing/vehicle impound facility and is required to maintain a solid fence around the facility and limit the number of days a vehicle can be stored at the facility. On January 17, 2025, sixteen notices were mailed to property owners within 200 feet of the location of the specific use permit request. Three (19%) have been returned in favor of the request, three (19%) have been returned in opposition, and ten (62%) have not responded.

**RECOMMENDED ACTION:**

For public hearing, discussion, and consideration of a Specific Use Permit for an Impound Vehicle Storage Facility use at 1921 Crockett Road.

**CITY MANAGER APPROVAL:**

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**Attachments**

Application  
Staff Report



## SPECIFIC USE PERMIT APPLICATION

APPLICANT INFORMATION				
Applicant Name:	FERRELLS TOWING LLC			
Address:	1321 W PALESTINE AVE			
City:	PALESTINE	State:	TX	Zip: 75801
Phone Number:	903-724-3341	Email:		Fax: 1-903-900-4444

PROPERTY DESCRIPTION				
Address (if available):	1921 CROCKETT RD			
Subdivision:	A0043 MCDONALD WM	Lot:		Block: 890
Anderson County Appraisal District Block Map #	15734	Tract #:	8	
Existing Deed Restrictions:	<input type="checkbox"/> Yes (Attach a copy with the application)	<input checked="" type="checkbox"/> No		
Proposed Deed Restrictions:	<input type="checkbox"/> Yes (Attach a copy with the application)	<input checked="" type="checkbox"/> No		

PRESENT USE OF PROPERTY	
Describe how the property is currently being used:	VACANT

PROPOSED USE OF PROPERTY	
Describe the proposed use of the property (be specific):	
IMPOUND VEHICLE STORAGE FACILITY	
TOW TRUCK COMPANY	

Attach additional sheets if necessary including any surveys or drawings that will show the proposed improvements on the property-



**PLANNING AND ZONING COMMISSION**  
**AGENDA DATE: February 6, 2025**  
**ITEM XZ-25-01 / STAFF REPORT**

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<b>REQUEST:</b>	A specific use permit to allow an Impound Vehicle Storage Facility use to be placed at 1921 Crockett Road
<b>APPLICANT:</b>	Ferrells Towing, LLC
<b>EXHIBITS:</b>	Application, Maps and Photos
<b>PREPARED BY:</b>	Susan Davis, Planning Tech

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**PROPERTY INFORMATION**

LOCATION:	1921 Crockett Road
ZONING:	Retail Commercial
OVERLAY ZONES:	None
LAND USE:	Vacant
ADJACENT ZONING:	Retail Commercial
ACREAGE:	1.8370 acres
PROPERTY DESCRIPTION:	William S McDonald Survey, A-43, Block 890, Tract 8

**SUMMARY OF REQUEST**

The applicant, Ferrell Towing, LLC, applied for a specific use permit to allow an Impound Vehicle Storage Facility use at 1921 Crockett Road. Kayla Doolittle, a representative of Ferrell Towing, LLC, confirmed that the company will build a solid fence around the property to screen impounded vehicles and is also required by licensure to limit the number of days a vehicle may be stored on the property.

**PROPERTY ZONING AND LAND USE**

The property where the Impound Vehicle Storage Facility use is proposed to be located is zoned Retail Commercial. Adjacent zoning districts include Retail Commercial to the north, east, south, and Industrial to the west.





## **PUBLIC NOTICE**

On January 17, 2025, sixteen notices were mailed to property owners within 200 feet of the location of the specific use permit request. Three (19%) have been returned in favor of the request, three (19%) have been returned in opposition, and ten (62%) have not responded.

## **ZONING AND DEVELOPMENT REQUIREMENTS**

Chapter 39, Article II, Section 39.2.2-13 of the Code of Ordinances for the City of Palestine requires a Specific Use Permit for a Impound Vehicle Storage Facility use in the Retail Commercial zoning district.

Supplementary Use Requirements listed in Chapter 39, Article II, Section 39.2.4-28 are listed as follows:

1. Temporary Parking and storage of impounded operable or inoperable motor vehicles is limited to a period of time not to exceed 90 days.
2. All enclosed and unenclosed facilities must be paved with an all-weather surface.
3. Vehicles may not be salvaged, dismantled, or repaired at the facility.

## **SPECIFIC USE PERMIT LOCATION MAP**



## **STAFF COMMENTS**

The driveway access of off Crockett Road is between existing business, which will screen the view of the facility.



## **COUNCIL REVIEW**

The item will be placed on Council's agenda for consideration on February 24, 2025.



Agenda Date: 02/06/2025  
To: Planning and Zoning Commission  
From: Susan Davis, Planning Technician  
Agenda Item: Consider Assigning a Zoning District to City Annexed Property  
Date Submitted: 01/31/2025

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**SUMMARY:**

Consider assigning a zoning district to a new City Annexation of property to Urban Residential. The City approved the voluntary annexation of unimproved property consisting of 18.63 acres, identified as Joseph Jordan Survey, A-33, Block 1226, Tract 17, 17A, 17B, 17C on December 9, 2024. Section 39.2.1-5 of the Zoning Ordinance states "Areas Not Included. In every case where land has not been included within a district on the Zoning Map, the land is determined to be in the Residential Estate zoning district until a different zoning designation is approved by City Council." Parcels annexed into the City of Palestine should be classified as the most closely corresponding or similar zoning. The newly annexed property is adjacent to the Broadway Addition to the East and the Lakewood Addition to the South. The Broadway Addition and the Lakewood Addition are both zoned Urban Residential.

**RECOMMENDED ACTION:**

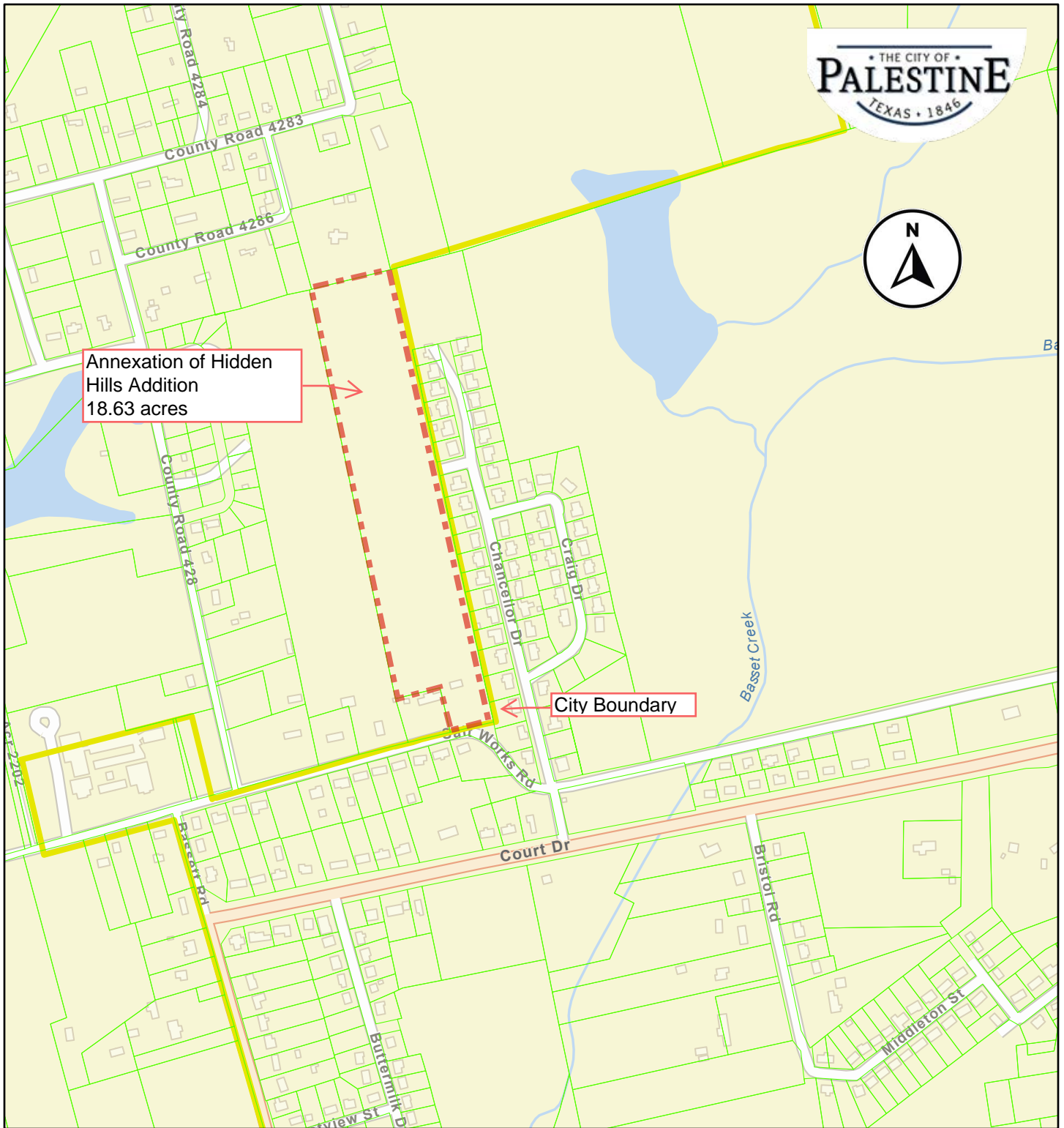
Staff recommends assigning Urban Residential to the annexation.

**CITY MANAGER APPROVAL:**

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**Attachments**

Hidden Hills Annexation Map  
Zoning Map



11/5/2024, 3:12:08 PM

1:9,028

Anderson County Parcels

City Boundary

Approved Annexation

0 0.05 0.1 0.2 mi  
0 0.1 0.2 0.4 km

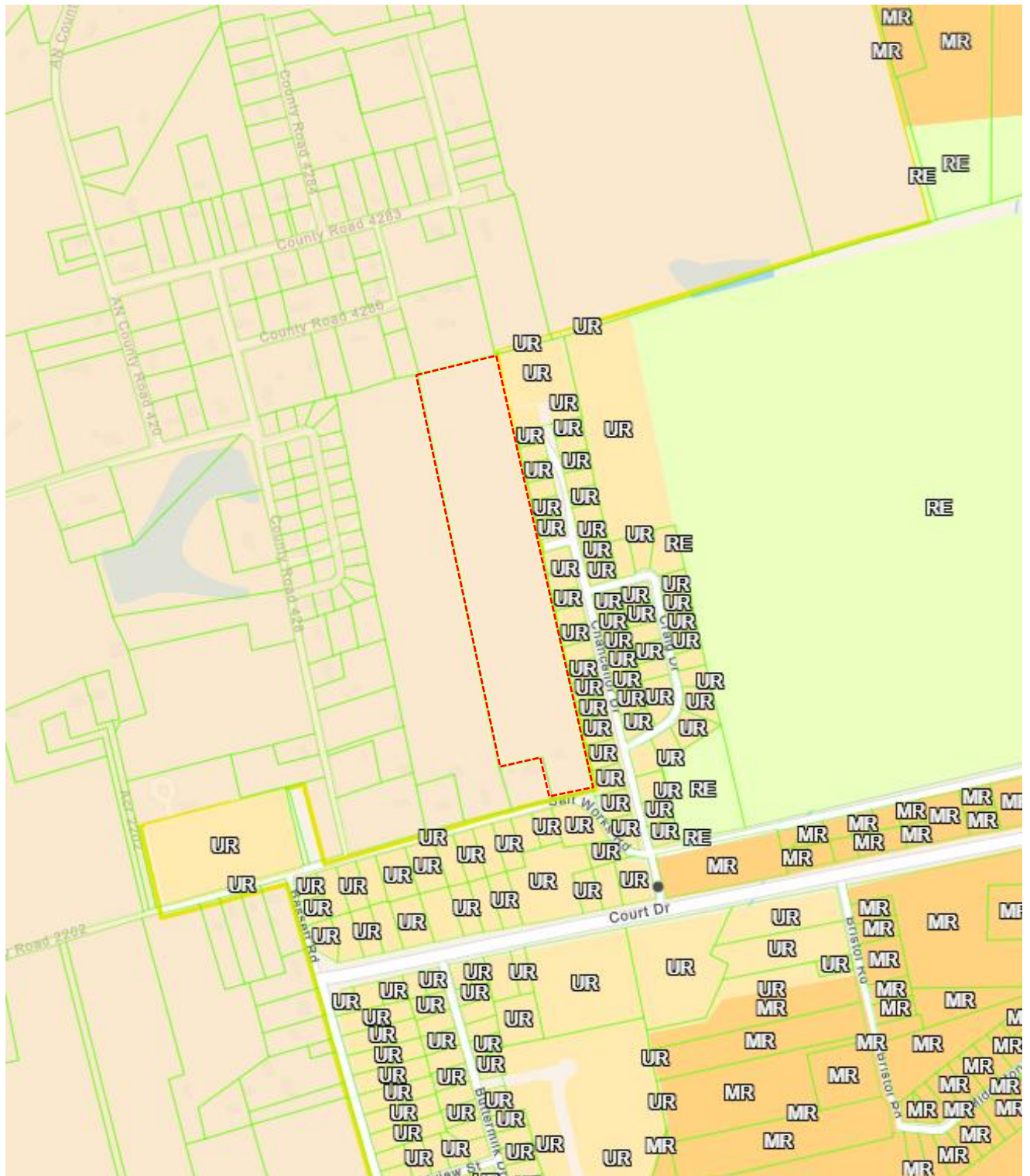
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City of Palestine, TX

| Anderson CAD via <LINK><http://www.andersoncad.net/></LINK> | Esri Community Maps Contributors, Baylor University, DETCOG, Texas Parks & Wildlife, © OpenStreetMap, Microsoft, CONANP,



# Zoning Map – Consideration of Zoning Newly Annexed Property





Agenda Date: 02/06/2025  
To: Planning and Zoning Commission  
From: Susan Davis, Planning Technician  
Agenda Item: Consider Approval of the Final Plat for Hidden Hills Addition, Unit 1  
Date Submitted: 01/31/2025

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**SUMMARY:**

Review and consider a Final Plat for the Hidden Hills Addition, Unit 1, containing 4.86 acres with a density of 18 lots with street and utility easements. Construction plans were submitted at the time of the Final Plat for Unit 1 and are undergoing review by a Civil Engineer with Bureau Veritas as well as the Interim Director of the Public Works Department for the City of Palestine.

**RECOMMENDED ACTION:**

For discussion and consideration.

**CITY MANAGER APPROVAL:**

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**Attachments**

Final Plat Application  
Final Plat Unit 1



## PLAT APPLICATION

### TYPE OF PLAT

☐ Amending Plat ☐ Preliminary Plat ☒ Final Plat ☐ Minor Plat ☐ Replat

### PROPERTY INFORMATION

Address (if available): \_\_\_\_\_

Legal Description: Tract 17, 17A, 17B, 17C; Block 1226 (18.63 Acres) Joseph Jordan Survey

Zoning Classification: Urban Residential

Current Property Use: Undeveloped

Reason for Plat Application: To allow for residential Single Family housing development

Proposed Subdivision Name: Hidden Hills Addition, Unit1

Existing Deed Restrictions: ☐ Yes (Attach a copy with the application) ☒ No

Proposed Deed Restrictions: ☐ Yes (Attach a copy with the application) ☒ No

### APPLICANT INFORMATION

Applicant Name: JD Builders and Developers, LLC

Address: 12941 North Freeway, Suite 800B

City: Houston

State: TX

Zip: 77060

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Fax: \_\_\_\_\_

### OWNER INFORMATION

Owner Name: JD Builders and Developers LLC

Address: 12941 North Freeway, Suite 800D

City: Houston

State: TX

Zip: 77060

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Fax: \_\_\_\_\_

### ENGINEER INFORMATION

Firm Name: The CT Brannon Corporation

Engineer Name: Robert A. Breedlove, PE

City: Tyler

State: TX

Zip: 75701

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Fax: \_\_\_\_\_





## PLAT APPLICATION

### PROPERTY OWNER OR AUTHORIZED APPLICANT ACKNOWLEDGEMENT

I acknowledge under penalty of perjury that 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.

State of: TX County of: HARRIS

This instrument was acknowledged before me on the

01-14-2025

Day/Month/Year

By: VANESSA PENA

Signature of Notary Public

Signature of Applicant

