

**Kendleton Zoning Planning Commission**  
**Minutes of Meeting**  
**March 24, 2016**



Kendleton Zoning Planning Commission  
Minutes Of Meeting  
March 24, 2016

The Zoning and Planning Commission (the “Commission”) of the City of Kendleton (the “City”) met in regular session at 6:40 p.m. at the City Hall Building, 430 FM 2919, Kendleton, Texas 77451, on Thursday, March 24, 2016, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code; whereupon the roll was called off the members of the Commission, to-wit:

Rachel White	Chairman
Marlon Williams	Vice Chairman
Daniel Villegas	Secretary
Kanzetta Allen	Commission Member
Elijah Overton	Commission Member
Lester Petitt	Commission Member
Charles Wells	Commission Member
Don Bell	Alternate Member
Veronica Humphrey	Alternate Member

All members of the Commission were present with the exception of Elijah Overton ("Member"), Don Bell ("Alternate Member"), Charles Well ("Member"), and Veronica Humphrey ("Alternate Member") thus constituting a quorum. Also attending was Georgina Ybarra ("Acting City Administrator"), Martye Kendrick ("Attorney"), and Darice Mayberry ("Legal Intern").

The Attorney, after finding that the notice of the meeting was posted as required by law and determining that a quorum of the Commission was present, called the meeting to order and declared it open for such business as may regularly come before it.

1. The Attorney opened the meeting to public comment concerning the business of the Commission. There being no public comment, the Attorney directed the Commission to proceed with the agenda.
2. The Attorney provided each member present with an agenda and reviewed the role of the Commission with the members.
3. The Attorney next defined the specific topics that were a point of concern, including the definitions of ("Manufactured Home"), ("Manufactured Home Park"), and

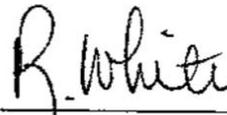
(Recreational Vehicles") and provided each member present with an agenda and a copy of the draft Manufactured Home Ordinance.

4. The Attorney and the Commission briefly reviewed the Ordinance presented and divided the document in sections for each present member to review and provide comments at the next meeting.

5. The Attorney allowed the Chairman and Vice Chairman roles to be voted on. Whereas it was voted and approved that Rachel White would be the Chairman, and Marlon Williams would be Vice Chairman.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION, the meeting was adjourned.

PASSED and APPROVED this 24th day of March, 2016

A handwritten signature in cursive script that reads "R. White". The signature is written in black ink and is positioned above a horizontal line.

Chairman,  
Zoning and Planning Commission



**Kendleton Zoning and Planning Commission  
Minutes of Meeting  
April 7, 2016**

The Zoning and Planning Commission (the “Commission”) of the City of Kendleton (the “City”) met in regular session at 6:37 p.m. at the City Hall Building, 430 FM 2919, Kendleton, Texas 77451, on Thursday, April 7, 2016, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code; whereupon the roll was called off the members of the Commission, to-wit:

Rachel White	Chairman
Marlon Williams	Vice Chairman
Daniel Villegas	Secretary
Kanzetta Allen	Commission Member
Elijah Overton	Commission Member
Lester Petitt	Commission Member
Charles Wells	Commission Member
Don Bell	Alternate Member
Veronica Humphrey	Alternate Member

All members of the Commission were present with the exception of Marlon Williams ("Vice Chairman "), Lester Petitt ("Member"), Charles Well ("Member"), Don Bell ("Alternate Member"), and Veronica Humphrey ("Alternate Member") which did not constitute a quorum. Also attending was Martye Kendrick ("Attorney"), and Darice Mayberry ("Legal Intern").

The Attorney, after finding that the notice of the meeting was posted as required by law and determining that a quorum of the Commission was not present, did not call the meeting to order. The Attorney instead held the meeting as a workshop and declared it open for such business as may regularly come before it.

1. The Attorney opened the workshop to public comment concerning the business of the Commission. There being no public comment, the Attorney directed the Commission to proceed with the agenda.
2. The Attorney provided each member present with an agenda.

3. Commissioner White asked the first question regarding how did H.B. Collins become the area that was designated for mobile homes and proposed finding another designated area because this one may not be suitable to meet the requirements set out in the proposed Manufactured Home Ordinance.

4. Commissioner Villegas brought up the point of maximum and minimum lot sizes in the proposed Manufactured Home Ordinance and also suggested adding provisions for fencing and landscaping.

5. The Attorney suggested that the zones within the city be named and numbered to clarify exactly what can legally be placed within each one.

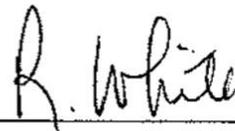
6. The commission established that the Manufactured Home Ordinance will be a part of the future overall Planning and Zoning Ordinance for the City.

7. The Attorney reviewed the various types of boards and commissions that the city will have to institute in the future to regulate planning, zoning, and building.

8. The Attorney reminded the members present to take the online Public Information Act and Open Meetings Act course to receive their required certification.

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION, the meeting was adjourned.**

PASSED and APPROVED this 7th day of April, 2016



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Chairman,



**Kendleton Zoning and Planning Commission  
Minutes of Meeting  
April 28, 2016**

The Zoning and Planning Commission (the "Commission") of the City of Kendleton (the "City") met in regular session at 6:50 p.m. at the City Hall Building, 430 FM 2919, Kendleton, Texas 77451, on Thursday, April 28, 2016, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code; whereupon the roll was called off the members of the Commission, to-wit:

Rachel White	<b>Chairman</b>
Marlon Williams	Vice Chairman
Daniel Villegas	Secretary
Kanzetta Allen	Commission Member
Elijah Overton	Commission Member
Lester Pettitt	Commission Member
Charles Wells	Commission Member
Don Bell	Alternate Member
Veronica Humphrey	Alternate Member

All members of the Commission were present with the exception of Charles Well ("Member") thus constituting a quorum. Also attending was Martye Kendrick ("Attorney"), and Darice Mayberry ("Legal Intern").

The Attorney, after finding that the notice of the meeting was posted as required by law and determining that a quorum of the Commission was present, called the meeting to order and declared it open for such business as may regularly come before it.

1. The Attorney opened the meeting to public comment concerning the business of the Commission. There being no public comment, the Attorney directed the Commission to proceed with the agenda.

2. The Attorney provided each member present with an agenda.
3. The Attorney began the discussion regarding the amount of manufactured homes which may be present on each lot and made note that this amount would have to meet state requirements.
4. Commissioner White suggested that the manufactured home ordinance should include a summary of the HUD and Texas state requirements.
5. Commissioner Villegas reminded the Commission that the City already has a 20-year plan in place online so that everyone can review it and become familiar with the future goals of the City.
6. Commissioner Pettitt inquired about the appeals process for building code submissions under the manufactured home ordinance and Commissioner Williams clarified that it is not an actual appeal because the owner would be submitting a new fee and application each time.
7. Commissioner White inquired about the language stating "director of public works and engineering" within the ordinance because the city currently does not have anyone employed in this capacity. It was suggested that the language be revised to read "city council, or director of public works and engineering as appointed by city council".
8. Commissioner White inquired about the allotted manufactured homes per acres and it was determined by the Commission that if the manufactured home was connected to the city's water/wastewater then it could have as many on the acre as state guidelines allowed. It was also determined that if the manufactured home was not connected to the city's water/wastewater and was located outside city limits, but within the City's ETJ, then there is a one home per acre minimum.
9. Citizen Mickey suggested that the Commission take note of the nuance which allows a developer who builds their own road to be excepted from the 60-foot road requirement set out in the ordinance.
10. Citizen Mickey suggested that the ordinance be revised to include a survey requirement under the application portion to verify that the land is suitable for that use. It was also suggested that there be a process in place to verify the ownership of the proposed land the manufactured home will be constructed on before any permits are given out.
11. Commissioner Allen suggested instituting some type of stipulation that will enforce the ordinance such as fines/penalties. It was discussed and agreed that the process to enforce the ordinance should be initiated by the City Council members patrolling their area once a week and if any violations are found, notice must be given and a proper amount of time to correct the deficiencies should be allowed.

12. Commissioner Humphrey inquired about whether City Council will review the submitted plans once approved by the Planning and Zoning Commission and then submitted to the City Council. It was suggested and agreed that whichever City Council member whose area the project is located in, should sign off on the approval before submission to the City Council at the meeting for a vote.

13. Commissioner White inquired about the fees that are referenced in the manufactured home ordinance and the Attorney informed her that she will place the actual fees in the ordinance once the revised fee schedule for the city is complete.

14. Commissioner Overton suggested that we need the overall planning and zoning ordinance and engineer's map to determine how the property will be zoned for the manufactured home use.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE  
COMMISSION, the meeting was adjourned.

PASSED and APPROVED this 28th day of April, 2016

A handwritten signature in black ink, appearing to read "R. White", is written over a horizontal line.

Chairman,  
Zoning and Planning Commission



**City of Kendleton**  
**P. O. BOX 809**  
**Kendleton, Texas 77451**

*Mayor – Darryl K. Humphrey*

*Council Members: Lester Aldridge, Curtis Goodjoint, Josie Young, Carolyn Jenkins, Destiny Phillips*

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Telephone: 979-532-8240    EMAIL: [cityofkendleton@att.net](mailto:cityofkendleton@att.net)    WEBSITE: [www.kendletontx.us](http://www.kendletontx.us)    Fax: 979-282-2055

City of Kendleton  
Planning and Zoning Commissioners  
MINUTES—MEETING CANCELLED  
Thursday, May 26, 2016@ 6:30 PM

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NOTICE IS HEREBY GIVEN THAT THE KENDLETON CITY PLANNING AND ZONING COMMISSIONERS WILL MEET ON THURSDAY, MAY 26, 2016 AT, 6:30 p.m. AT 430 FM 2919, KENDLETON, TEXAS, IN THE KENDLETON COUNCIL CHAMBERS, TO DISCUSS ITEMS LISTED BELOW.

1. CALL TO ORDER: Martye Kendrick, Attorney, of Counsel Johnson Petrov, LLC

Planning & Zoning Board of Commissioners:

Rachel White - Chairman  
Marlon Williams - Vice Chairman  
Daniel Villegas - Secretary  
Lester Pettitt - Member  
Kanzetta Allen — Member

Planning & Zoning Board of Adjustment Commissioners:

Elijah Overton  
Veronica Humphrey  
Don Bell  
Charles Wells  
Bouche Mickey  
Skipper Robinson

Destiny Phillips — Council Member Liaison  
Georgina Ybarra — Acting City Administrator

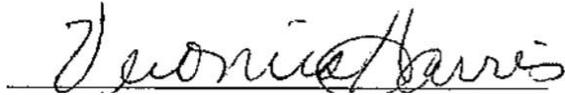
- II. Discuss and/or approve:  
A. Mobile Home. Ordinance  
B. Planning and Zoning Ordinance

111. ADJOURNMENT:

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CERTIFICATE

I hereby certify that this Notice was posted at the Kendleton Post Office, City Bulletin on Monday, April 23<sup>rd</sup> 2016. Dated and Posted at 3:30 p.m. by Veronica Harris.



Veronica Harris, City Secretary



**Kendleton Planning and Zoning Commission  
Minutes of Meeting  
June 1, 2016**

The Planning and Zoning Commission (the "Commission") of the City of Kendleton (the "City ") met in regular session at 6:00 p.m. at the City Hall Building, 430 FM 2919, Kendleton, Texas 77451, on Wednesday, June 1, 2016, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code; whereupon the roll was called off the members of the Commission, to-wit:

Rachel White	Chairman
Marlon Williams	Vice Chairman
Daniel Villegas	Secretary
Kanzetta Allen	Commission Member
Lester Petitt	Commission Member

All members of the Commission were present with the exception of Rachel White ("Member") thus constituting a quorum. Also attending was Darice Mayberry ("Legal Intern/Attorney") and Georgina Ybarra ("Acting City Administrator").

The Acting City Administrator, after finding that the notice of the meeting was posted as required by law and determining that a quorum of the Commission was present, called the meeting to order and declared it open for such business as may regularly come before it.

1. The Attorney opened the meeting to public comment concerning the business of the Commission. There being no public comment, the Attorney directed the Commission to proceed with the agenda.

2. The Attorney provided each member present with an agenda.

3. The Attorney began the discussion regarding the submitted comments from the Commissioners on the final draft of the Manufactured Homes and Travel/Recreational Housing Ordinance (the "Ordinance").

4. The Commission discussed the "Director of Public Works" language, minimum homes per acre issue in manufactured home parks, road requirements, survey requirements for applications, and the fee schedule reference within the Ordinance.

5. Commissioner Williams suggested that the language for the Building Official definition be revised to specifically state "state licensed or certified inspector" within it.

6. The Commission discussed the question posed by Commissioner Williams regarding the range of fines for violations being more precise. It was agreed that the range is contingent on the severity of the violation that is committed and the amount should be left up to City Council to vote on as each violation arises; although once voted on that amount will be the same for any future violations of the same act.

7. The Commission discussed the need for a grandfather clause which was requested by several of the Commissioners. The Attorney directed them to subsection 4 & 5 of Section 2.5 which allows for existing manufactured homes to remain in place so long as they are state and federal compliant.

8. Commissioner Williams inquired about a paragraph in Section 2.1 which also seemed to have language displacing previously existing manufactured homes. It was agreed that this paragraph would be revised to the effect that any future zoning restrictions would not apply to the previously existing manufactured homes and that no home owner would be made to move due to any future zoning.

9. Commissioner White arrived and was presented with a summary of the meeting and the revisions to the Ordinance which she had previously reviewed.

10. After presentation and due consideration of the Ordinance, a motion was duly made from Commissioner Villegas to vote on the final draft of the Ordinance with the two excepted revisions of the Building Official definition and the paragraph in Section 2.1 regarding future zoning as it relates to previously existing manufactured homes. This motion was seconded by Commissioner Allen.

t 1. The Ordinance was finally passed by the Commission to be submitted to City Council with the following votes:

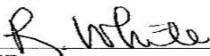
AYES: 3

NOES: 2

12. The Commission set the next meeting date for June 16, 2016.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION,  
the meeting was adjourned.

PASSED and APPROVED this 1st day of June, 2016



Chairman,  
Planning and Zoning Commission



**Kendleton Planning and Zoning Commission  
Minutes of Meeting  
June 23, 2016**

The Planning and Zoning Commission (the "Commission") of the City of Kendleton (the "City") met in regular session at 6:30 p.m. at the City Hall Building, 430 FM 2919, Kendleton, Texas 77451, on Thursday, June 23, 2016, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code; whereupon the roll was called off the members of the Commission, to-wit:

Rachel White	Chairman
Marlon Williams	Vice Chairman
Daniel Villegas	Secretary
Kanzetta Allen	Commission Member
Lester Petitt	Commission Member

All members of the Commission were present with the exception of Lester Petitt ("Member") thus constituting a quorum. Also attending was Darice Mayberry ("Legal Interim/Attorney") and Georgina Ybarra ("Acting City Administrator").

The Attorney, after finding that the notice of the meeting was posted as required by law and determining that a quorum of the Commission was present, called the meeting to order and declared it open for such business as may regularly come before it.

1. The Attorney opened the meeting to public comment concerning the business of the Commission. There being no public comment, the Attorney directed the Commission to proceed with the agenda.
2. The Attorney provided each member present with an agenda.
3. The Attorney began the discussion regarding the Planning and Zoning Ordinance (the "Ordinance") that was previously distributed to the members.
4. Commissioner White suggested adding in ETJ with the city limits in regards to the coverage of the Ordinance.
5. Commissioner White posed a question regarding the fee chart in relation to the proposed ordinance, and Ms. Ybarra informed her that it was not completed as of yet.

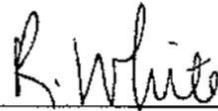
6. Commissioner White also posed questions regarding the duties of the City Administrator and City Secretary. It was suggested that we compile a list of each person's duties to clarify the roles better.

7. The Commission discussed the need for a map which shows more detail regarding the streets names and subdivisions so that they can better envision where they would suggest the specific zoning districts to be located. The Attorney will provide the Members with an updated map.

8. The Commission set the next meeting date for July 14, 2016.

THERE BEING No FURTHER BUSINESS TO COME BEFORE THE COMMISSION, the meeting was adjourned.

PASSED and APPROVED this 23st day of June, 2016.

A handwritten signature in cursive script that reads "R. White". The signature is written in black ink and is positioned above a horizontal line.

Chairman,  
Planning and Zoning Commission



**Kendleton Planning and Zoning Commission  
Minutes of Meeting  
July 14, 2016**

The Planning and Zoning Commission (the "Commission") of the City of Kendleton (the "City") met in regular session at 6:30 p.m. at the City Hall Building, 430 FM 2919, Kendleton, Texas 77451, on Thursday, July 14, 2016, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code; whereupon the roll was called off the members of the Commission, to-wit:

Rachel White  
Marlon Williams  
Daniel Villegas  
Kanzetta Allen

Chairman  
Vice Chairman  
Secretary  
Commission Member

Lester Petitt Commission Member

All members of the Commission were present with the exception of Lester Petitt ("Member") and Marlon Williams ("Member") thus constituting a quorum. Also attending was Darice Mayberry ("Legal Intern/Attorney").

The Attorney, after finding that the notice of the meeting was posted as required by law and determining that a quorum of the Commission was present, called the meeting to order and declared it open for such business as may regularly come before it.

The Attorney opened the meeting to public comment concerning the business of the Commission. There being no public comment, the Attorney directed the Commission to proceed with the agenda.

The Attorney provided each member present with an agenda.

The Attorney began the discussion regarding the Planning and Zoning Ordinance (the "Ordinance") that was previously distributed to the members.

The Commission discussed the different types of districts and made suggestions on what should be allowed within them.

Commissioner Villegas suggested zoning residential districts behind light commercial districts and multifamily districts behind retail districts to make the town more aesthetically pleasing.

The Commission also discussed obtaining a map which clearly defines the district that each Council Member will be responsible for regarding zoning applications.

Commissioner Villegas suggested neighborhoods constructed with the same entrance and exit to help deter crime.

The Commission agreed that the downtown area should be located where the current city hall is, which will be replaced with the new city hall once built.

The Commission set the next meeting date for August 18, 2016.

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION**, the meeting was adjourned.

**PASSED** and **APPROVED** this 14th day of July, 2016

*Rachel White*

Chairman,  
Planning and Zoning Commission



**KENDLETON PLANNING AND ZONING COMMISSION  
MINUTES OF MEETING  
AUGUST 18, 2016**

The planning and Zoning Commission (The " Commission") of the City of Kendleton ("the City") met in regular session at 6:30 p.m. at the City Hall building, 430 FM 2919, Kendleton, Texas 77451, on Thursday, August, 18,2016 pursuant to notice of said meeting posted accordance with Chapter 551 of the Texas Government Code; whereupon the roll was call of the members of the Commission, to-wit: Meeting started at 6:45pm

Commissioners present:

Rachel White --- Chairman

Marvin Williams - Vice Chairman - Absent

Daniel Villegas - Secretary

Kanzetta Allen – Member

Lester Petitt – Member – Absent

All members of the Commission were present with the exception (Member) Lester Petitt and (Vice Chairman) Marlon Williams. Thus constituting a quorum. Also attending was Darice Mayberry ("Legal Intern/Attorney")

Legal Intern Darice Mayberry, after finding that the notice of the meeting was posted as required by law and determining that a quorum of the Commission was present, called the meeting to order and declared it open at 6:45pm for such business as may regularly come before it.

1. The Attorney opened the meeting to public comments concerning the business of the Commission. There being no public comment, the Attorney directed the commission to proceed with the agenda.
2. Attorney provided each member present with an agenda.
3. Attorney provided to all members an updated incomplete summary of revised proposed Zoning City ordinance one copy of city map was shown to committee for our next meeting Attorney will provide copies of City Map to all members of Zoning Committee.
4. Suggest ideas on continuing landscape presentation exit from HWY 59 to 2919 rode this exit will have a gas station that leads to City Hall. A possible restaurant is coming need more information about it.
5. Proposed to redefine all jurisdiction for each City Council member.
6. Future possible locations of heavy and light commercial as well as residential areas were discuss.
7. Member of City government suggested possible locations for areas previously mentioned Commissioners to suggest two new alternative members for the Zoning Committee.
8. The Commission set the next meeting for next meeting Thursday September 15, 2016 at 6.:30 pm.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION, the meeting was adjourned.

PASSED and APPROVED this day September 15, 2016

APPROVED BY:

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Rachel White  
Chairman, Planning and Zoning Commission

ATTESTED BY:

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Daniel Villages  
Secretary, Planning and Zoning Commission



**KENDLETON PLANNING AND ZONING COMMISSION  
MINUTES OF MEETING  
SEPTEMBER 15, 2016**

The Planning and Zoning Commission (The "Commission") of the City of Kendleton ("the City") met in regular session at 6:30 p.m. at the City Hall building, 430 FM 2919, Kendleton, Texas 77451, on Thursday, September 15, 2016, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code; whereupon the roll was called of the members of the Commission, to-wit: Meeting started at 6:05pm

Commissioners present

Rachel White --- Chairman

Marlon Williams - Vice Chairman

Daniel Villegas - Secretary

Kanzetta Allen - Member

Lester Pettit – Member

Darice Mayberry  
("Legal Intern/Attorney")

Carolyn Jenkins- City Council Place 4

All members of the Commission were present with the exception (Member:) Marlon Williams who arrived at 7:25 pm constituting a quorum. Also attending was Carolyn Jenkins- City Council Place 4.

Legal Intern Darice Mayberry, after finding that the notice of the meeting was posted as required by law and determining that a quorum of the Commission was present, called the meeting to order and declared it open at 6:05pm for such business as may regularly come before it.

1. The Attorney opened the meeting to public comments concerning the business of the Commission. There being no public comment, the Attorney directed the commission to proceed with the agenda.
2. Attorney provided each member present with an agenda and geographical map that indicated the territorial areas each City Council member was responsible for.
3. Attorney provided to all members an updated page number semi- revised City ordinance. A map that indicated where the various locations of zoning commercial, residential ext. which has been proposed. She urged all members to review and make any suggestions once approved the City's Architect would create an updated drawing that would identify detailed locations and street names for all proposed areas.
4. Member Pettit needed to be brought up to date on the documentation being given out, he has not been present for the last 3 meetings.
5. Commissioner White asked who owns the property across the street from City Hall off 2919; it was suggested that the City perhaps would offer to buy property for creation of town square.
6. (Member) Pettit asked if they had any plans to buy the property behind City Hall. He added that in the past the city once had a skating club and dance club that were very much part of the City's everyday life.
7. (Member) Villegas explained to all (Members) that other sections of the City were also being reviewed and considered for the new down town district, places like Old Hwy 59/541 and City Park on this location it exists a City marker which must be known to all visitors and Citizens. (Member) Villegas added that there are current negotiations with the City of Beasley Fire Dept., to build a Fire Station in Kendleton; a possible location that has been considered is where City Hall is currently located, he added that if all goes well it may come to a reality within the next 7 to 8 months.

8. ("Legal /Intern Attorney") Darice Mayberry added that it would be a good idea to have an updated listing of all properties that the City owns.

9. Towards the end of the meeting a Mrs. Lee, a Kendleton resident was asked by Member Villegas to please comment about the meeting ... Mrs. Lee expressed her concern for the City's ordinance in regard to the dates of the mobile home trailers that can be brought into the City. She added that her 2012 Mobile home that she had bought was not in compliance with the City ordinance. The City ordinance calls for all Mobile homes to be from the year 2015 and forward, she added that the unit was in excellent condition and was wondering if there was something that can be done. (Member) White explained that the ordinance also said that as long as the Mobile home was nicely keep and well-presented there were an exception that could possibly be met if she met those requirements.

10. ("Legal/Intern Attorney") explained that Mrs. Lee's situation could be considered by the proper authorities and that she would advise the City secretary to help Mrs. Lee obtain the proper form to be fill out.

11. City Council Jenkins identify that Mrs. Lee's address was part of her jurisdiction, she offered to assist Mrs. Lee.in getting her situation resolve.

12. (Legal/Intern Attorney") Suggested for all members to read the revise City Ordinance and e-mail any suggestions changes or deletions to her, she added that we should meet again in two weeks for a final draft. Our goal is to present a hard document ready for approval to City Council; their next session slated for the first week of October 2016, she suggested that we should meet again in two weeks, our next meeting is set for September 29th at 6:30 pm at Kendleton City Hall. The meeting ended at 7.45 p.m.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION, the meeting was adjourned.

PASSED and APPROVED this day September 29, 2016.

APPROVED:

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Rachel White  
Chairman, Planning and Zoning Commission

Attested:

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Daniel Villegas  
Secretary, Planning and Zoning Commission



**Kendleton Planning and Zoning Commission  
Minutes of Meeting  
September 29, 2016**

The Planning and Zoning Commission (the "Commission") of the City of Kendleton (the "City") met in regular session at 6:30 p.m. at the City Hall Building, 430 FM 2919, Kendleton, Texas 77451, on Thursday, September 29, 2016, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code; whereupon the roll was called of the members of the Commission, to-wit:

Rachel White	Chairman
Marlon Williams	Vice Chairman
Daniel Villegas	Secretary
Kanzetta Allen	Commission Member
Lester Pettit	Commission Member

All members of the Commission were present thus constituting a quorum. Also attending was Darice Mayberry ("Legal Intern/Attorney"), and Carolyn Jenkins ("City Council Member").

The Legal Intern/Attorney, after finding that the notice of the meeting was posted as required by law and determining that a quorum of the Commission was present, called the meeting to order at 6:35 and declared it open for such business as may regularly come before it.

The Legal Intern/Attorney opened the meeting to public comment concerning the business of the Commission. There being no public comment, the Legal Intern/Attorney directed the Commission to proceed with the agenda.

The Legal Intern/Attorney provided each member present with an agenda.

The Legal Intern/Attorney presented the geographical map which indicated all the areas that the zoning committee has approved areas like heavy commercial, light commercial, mixed, residential and suggested downtown areas.

The Legal Intern/Attorney provided to all members a revised City ordinance with page numbers that had been approved by the committee on previous meetings.

Commissioner Pettit had some questions about the areas where the commercial and residential areas were proposed, and he was provided with copies of maps so he may review locations.

Mrs. Lee, a Kendleton resident expressed concern about the City Ordinance related to Mobile Homes, the Legal Intern/Attorney explained that her case was under review.

Mrs. Lee added that her 2012 Mobile home that she purchased was not in compliance with the City ordinance. The City ordinance calls for all Mobile homes to be of the year 2015 and forward. She added that the unit was in excellent condition and was wondering if there was something that could be done.

City Council Member identified that Mrs. Lee's address was part of her jurisdiction and she offered to assist Mrs. Lee in getting her situation resolve.

Legal Intern/Attorney suggested that all members read the revised City Ordinance and e-mail her any suggestions, changes, or deletions so that Commissioner White can present a summary of ordinance at the next City Council Meeting scheduled for October 11, 2016, at 7pm.

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION**, the meeting was adjourned.

**PASSED** and **APPROVED** this 27th day of October, 2016

**Approved by:**

\_\_\_\_\_  
Rachel White  
Chairman, Planning and Zoning Commission

**Attested by:**

\_\_\_\_\_  
Daniel Villegas  
Secretary, Planning and Zoning Commission



**KENDLETON PLANNING AND ZONING COMMISSION  
MINUTES OF MEETING  
OCTOBER 27, 2016**

The planning and Zoning Commission (The " Commission") of the City of Kendleton ("the City") meet in regular session at 6:30 p.m. at the City Hall building, 430 FM 2919, Kendleton, Texas 77451, on Thursday, October, 27,2016pursuant to notice of said meeting posted accordance with Chapter 551 of the Texas Government Code; whereupon the roll was call of the members of the Commission, to-wit:

Meeting started at 6:35pm

**Commissioners present**

Rachel White --- Chairman - Present

Marvin Williams - Vice Chairman - Present

Daniel Villegas - Secretary - Present

Kanzetta Allen – Member – Present

Lester Pettitt – Member - Absent

Lester Aldridge- City Council Place, 1 - Present

All members of the Commission were present with the exception (Member:) Mr. Pettitt constituting a quorum.

Legal Intern Darice Mayberry, created the agenda for the meeting posted as required by law and determining that a quorum of the Commission was present, called the meeting to order and declared it open at 6:35p.m., for such business as may regularly come before it.

- 1 . President Rachel White opened the meeting to public comments concerning the business of the Commission. We review the permit for a Mr. Smith a resident who meet all the requirements to bring a Mobil home to Collins Ave.
2. Mrs. Lee application for bringing a trailer to the city has been taken care of by City Officials.
3. City Council Aldridge provided both Mrs. Lee and Mr. Smith representative for Mr. Smith

with information regarding Si Enviro the company handling the City Water payments.

4. Articles of Planning, Zoning Rules and Procedure were read by Mrs. White all members approved and adopted.

5. Kanzetta Allen proposed to approve an amendment to City ordinance, Daniel Villegas second it, Member Marvin Williams apposed.

We approved the new city ordinance with the exemption that an amendment was needed to add the word designee to the job description of the City administrator position. Also, pending would be an updated Zoning City Map.

Our next meeting is set for November 3th at 6:30 pm with a public hearing at the Kendleton City Hall.

Meeting ended at 8.19 pm.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION, the meeting was adjourned.

PASSED and APPROVED this day January 19, 2017.

APPROVED:

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Rachel White  
Chairman, Planning and Zoning Commission

Attested:

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Daniel Villegas  
Secretary, Planning and Zoning Commission



**CITY OF KENDLETON  
P.O BOX 809  
Kendleton, Texas 77451**

*Mayor – Darryl K. Humphrey*

*Council Members: Lester Aldridge, Curtis Goodjoint, Josie Young, Carolyn Jenkins, Destiny Phillips*

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Telephone: 979-532-8240

EMAIL: [cityofkendleton@att.net](mailto:cityofkendleton@att.net)

WEBSITE: [www.kendletontx.us](http://www.kendletontx.us)

Fax: 979-282-2055

City of Kendleton  
Planning and Zoning Commissioners  
MINUTES  
Thursday, November 3, 2016@ 6:30 PM

The planning and Zoning Commission (The " Commission") of the City of Kendleton ("the City") meet in regular session at 6:30 p.m. at the Church of God, FM 2919, Kendleton, Texas 77451, on Thursday, November 3, 2016, pursuant to notice of said meeting posted accordance with Chapter 551 of the Texas Government Code; where upon the roll was call of the members of the Commission, to-wit:

Meeting started at 6:45pm

Commissioners present

Rachel White --- Chairman

Marvin Williams - Vice Chairman

Daniel Villegas - Secretary

Kanzetta Allen - member

Mr. Pettit -member

All members of the Commission were present constituting a quorum.

Meeting was held at the Kendleton Church of God located on FM 2919.

All participants were given: An Agenda, City Map with 7 suggested locations of the various Heave and light Commercial. Residential 1 and 2, Mix, and Down town District as well as the Zoning Amendment propose letter., two large City Maps were posted on the wall so citizens could find out the propose locations.

The proposed City Amendment was downloaded on the web several prior to Public Hearing several copies were and were made available at City Hall, only two citizens show up to pick up the information

1. President Rachel White read to all the Propose Zoning Amendment to the Public
2. Form the Large City Map Member Pettit explained to all citizens the specific locations the propose areas would be located. Citizen Smith expressed concern and requested information from City Administrator Georgina Ybarra as to how to maintain her land for agriculture only, all her questions were answered.
3. Several questions came up about fines to property owners who did not comply with current City ordinance of maintained clean their properties. Committee directed citizens to call or stop by city hall as well as to participate to monthly City Council meetings.
4. Some citizens expressed a concern on Public Safety Committee suggested to refer those concerns to City officials

Meeting ended at 7:48 pm.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION, the meeting was adjourned.

PASSED and APPROVED this January 19, 2017.

APPROVED:

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Rachel White  
Chairman, Planning and Zoning Commission

Attested:

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Daniel Villegas  
Secretary, Planning and Zoning Commission



**CITY OF KENDLETON  
P.O BOX 809  
Kendleton, Texas 77451**

*Mayor – Darryl K. Humphrey*

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City of Kendleton  
Planning and Zoning Commissioners  
MINUTES  
Thursday, November 10, 2016@ 6:30 PM

The planning and Zoning Commission (The " Commission") of the City of Kendleton ("the City") meet in regular session at 6:30 p.m. at the Church of God, FM 2919, Kendleton, Texas 77451, on Thursday, November 10, 2016, pursuant to notice of said meeting posted accordance with Chapter 551 of the Texas Government Code; where upon the roll was call of the members of the Commission, to-wit:

Meeting started at 6:45pm

Commissioners present

Rachel White --- Chairman

Marvin Williams - Vice Chairman

Daniel Villegas - Secretary

Kanzetta Allen - Member

Mr. Pettit – Member

All members of the Commission were present constituting a quorum.

All participants were given: An Agenda, City Map with 7 suggested locations of the various Heave and light Commercial. Residential 1 and 2, Mix, and Down

town District as well as the Zoning Amendment propose letter., two large City Maps were posted on the wall so citizens could find out the propose locations.

The proposed City Amendment was downloaded on the web several prior to Public Hearing several copies were and were made available at City Hall, only two citizens show up to pick up the information.

1. President Rachel White read to all the Propose Zoning Amendment to the Public
2. Form the Large City Map Member Pettit explained to all citizens the specific locations the propose areas would be located. Citizen Smith expressed concern and requested information from City Administrator Georgina Ybarra as to how to maintain her land for agriculture only, all her questions were answered.
3. Several questions came up about fines to property owners who did not comply with current City ordinance of maintained clean their properties. Committee directed citizens to call or stop by city hall as well as to participate to monthly City Council meetings.
4. Some citizens expressed a concern on Public Safety Committee suggested to refer those concerns to City officials

Meeting ended at 7:48 pm.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION, the meeting was adjourned.

PASSED and APPROVED this January 19,2017.

APPROVED:

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Rachel White  
Chairman, Planning and Zoning Commission

Attested:

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Daniel Villegas  
Secretary, Planning and Zoning Commission



**CITY OF KENDLETON  
P.O BOX 809  
Kendleton, Texas 77451**

*Mayor – Darryl K. Humphrey*

*Council Members: Lester Aldridge, Curtis Goodjoint, Josie Young, Carolyn Jenkins, Destiny Phillips*

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City of Kendleton  
Planning and Zoning Commissioners  
MINUTES  
Thursday, December 15, 2016@ 6:30 PM

The planning and Zoning Commission (The " Commission") of the City of Kendleton ("the City") meet in regular session at 6:30 p.m. at the Church of God, FM 2919, Kendleton, Texas 77451, on Thursday, December 15, 2016, pursuant to notice of said meeting posted accordance with Chapter 551 of the Texas Government Code; where upon the roll was call of the members of the Commission, to-wit:

Meeting started at 6:48pm

Commissioners present

Rachel White --- Chairman - Present

Marvin Williams - Vice Chairman - Present

Daniel Villegas - Secretary - Present

Kanzetta Allen – Member - Present

Mr. Pettit – Member - Present

Carolyn Jenkins - City Council (Not Present)

Daryl Humphrey -City Mayor (Not Present)

All members of the Commission were present constituting a quorum.

1. Minutes from November, 2016 were approved (all in favor.)
2. Discussed the pending creation of City Map describing all designated areas of the City: heavy commercial, light commercial, residential and downtown
3. Discussed Grant Father Clause for property to heirs. Mrs. White needed clarification on city ordinance regarding the procedure.

Our next meeting on January 2017, pending exact date will held at be at 6:30 pm at Kendleton City Hall

Meeting ended at 7:20 p.m.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION, the meeting was adjourned.

PASSED and APPROVED this January 19,2017.

APPROVED:

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Rachel White  
Chairman, Planning and Zoning Commission

Attested:

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Daniel Villegas  
Secretary, Planning and Zoning Commission