

MINUTES

**PLANNING & ZONING BOARD MEETING
TELECONFERENCE
CALL (425) 436-6305 access code 2379120
September 29, 2020
5:00 P.M.**

1. Meeting called to order by Travis Kauffman at 5:01pm.
2. **Roll Call:**
Members Present: Chairperson Travis Kauffman, Vice-Chairperson Karen Williams, Paul Roach, Phill Summers, and Robert Norwood
Others Present: Ruth Ann Sorrell and Mark Armstrong with Costello Engineering
Members Absent: Dorothy Childress and Wayne Reitmeyer
3. **Approval of Minutes:**
Vice Chairperson Karen Williams made a motion to approve the meeting minutes for August 6, 2020 Planning and Zoning Board Meeting. Phill Summers seconded the motion. Motion passed 5-0.
4. **Citizen Comments:** None
5. **Items for Individual Consideration, Discussion, and Appropriate action:**
Vice Chairperson Karen Williams made the motion to approve the final plat of property located at 7001 Smith Drive, Mainland Subdivision, a subdivision of 0.4450 acres, located in the W.H. Jack League, on property zoned SFR (Single Family Residential) consisting of 1 lot being divided into 2 lots in the City of Hitchcock, Galveston County, Texas.
Robert Norwood seconded the motion. Motion passed 5-0.
6. **Announcements:** None
7. **Board Member Request/Comments:** None
8. **Adjourn:**
Vice Chairperson Karen Williams made the motion to adjourn. Robert Norwood seconded the motion. Motion passed 5-0.
Meeting adjourned at 5:06pm.

ATTEST: _____
KAREN WILLIAMS, VICE-CHAIRPERSON

RUTH ANN SORRELL, CITY SECRETARY