

**MINUTES  
of the  
KEENE PLANNING AND  
ZONING COMMISSION**

**MONDAY, SEPTEMBER 11, 2023**

**PRESENT: Phillip Jackson, Gilbert Perez, and Edgardo Perez Sr.**

**ABSENT: Chris Rhodes, Miguel Espinosa, and Dan Alsup**

**STAFF PRESENT:**

- Don Martin – Assistant City Manager
- Tabatha Mansell – City Secretary

**Certification of Quorum: City Secretary Tabatha Mansell certified quorum at 6:12 p.m.**

**Call to Order: Chairman Jackson called the meeting to order at 6:13 p.m.**

**Invocation – Chairman Jackson.**

**Pledge of Allegiance – Commission and Public.**

1. **Chairman Remarks – None.**
2. **City Administration Remarks – None.**
3. **Citizen Comments – None.**
4. **Consider approval of Keene Planning and Zoning Commission minutes dated August 14, 2023.**
  - **Commission Member Perez Sr. moved to approve the Keene Planning and Zoning Commission minutes dated August 14, 2023, seconded by Vice Chairman Perez.**
  - **Motion carried 3-0-0 (Commissioners Rhodes, Espinosa, and Alsup absent).**
5. **Public Hearing: Conduct a public hearing to hear, discuss, and make a recommendation to the City Council regarding a change in zoning request from Derrick Chiu, for approximately 0.3836 acres more/less of land. Lot 5, Blk 1, Windmill Courts Sec 1 Keene. Mr. Chiu is requesting the City of Keene to consider changing the current zoning from Single Family 2 (SF-2) to Two Family (T-F).**
  - **Chairman Jackson started the public hearing at 6:17 p.m.**
  - **Chairman Jackson concluded the public hearing at 6:25 p.m.**
  - **Derrick Chiu spoke on the topic.**
  - **Chim Fan spoke on the topic.**
  - **Commissioner Perez Sr. spoke on the topic.**
  - **Vice Chairman Perez spoke on the topic.**
  - **Assistant City Manager Don Marting spoke on the topic.**
  - **Chairman Jackson spoke on the topic.**
6. **Consider and take action from public hearing.**
  - **Vice Chairman Perez moved to approve a recommendation to change the zoning request from Derrick Chiu, for approximately 0.3836 acres more/less land. Lot 5, Blk 1, Windmill Courts Sect 1 Keene; from Single Family 2 (SF-2) to Two Family (T-F), seconded by Commissioner Perez Sr.**
  - **Motion carried 3-0-0 (Commissioners Rhodes, Espinosa, and Alsup absent).**
7. **Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (real property), 551.073 (prospective gifts), 551.074**

(personnel matters), 551.076 (security matters), 551.087 (economic development). Executive Session may be held, under these exceptions, at the end of the Regular Session, Workshop and/or Special Session, or at any time during the meeting that a need arises for the Board to seek advice from the City Attorney as to the posted subject matter of this Meeting.

8. Reconvene into Open Session for possible action resulting from any item posted in Executive Session.
  - No action.
9. Requests for future agenda items.
  - Assistant City Manager Don Martin provided updates on upcoming developments.
10. Meeting adjourned at 6:39 p.m.

By:   
~~Phillip Jackson, Chairman~~ <sup>(M)</sup>  
Gilbert Perez, Vice Chairman

Attest:   
Tabatha Mansell, City Secretary