



**MINUTES OF PLANNING & ZONING COMMISSION
REGULAR MEETING
TUESDAY, JANUARY 9, 2018**

Commissioners present:

Commissioner Karen Diaz
Commissioner David Heier
Commissioner Dr. Jim Miller
Commissioner Kitty Owen
Commissioner David Ringle

Commissioners Absent:

Vice Chairman Shawn Willis
Chairman vacant

Also Present:

Nancy Cain, City Administrator
Shelley Goodwin, City Secretary

1. Call to Order

With a quorum of the Planning and Zoning Commission Members present, the Regular Meeting of the Garden Ridge Planning and Zoning Commission was called to order at 6:02 p.m. on Tuesday, January 9, 2018 in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

Nancy Cain, City Administrator, explained Vice Chairman Willis is out sick and the Commission will need to elect an acting Chair for this meeting.

Motion: Upon a motion made by Commissioner Dr. Miller, and seconded by Commissioner Heier, to appoint Kitty Owen as acting Chair for this meeting. The Planning and Zoning Commission voted five (5) for, none (0) opposed. The motion carried unanimously.

2. Citizen Comments

No one wished to speak.

3. Business Items

The Commission may discuss, consider and/or take possible action on the following items

- a) **Receive recommendations and consideration of appointment of Planning and Zoning Commission Chair and Vice Chair for a one year term.**

Motion: Upon a motion made by Commissioner Heier, and seconded by Commissioner Diaz, to postpone the consideration of Planning and Zoning Commission Chair and Vice Chair for a one

year term until Tuesday, February 13, 2018. The Planning and Zoning Commission voted five (5) for, none (0) opposed.

b) Discuss the interview process for vacancy on the Planning and Zoning Commission.
Nancy Cain, City Administrator, stated an article has been published in the Grapevine requesting those who are interested to serve on a Commission to contact her by January 31st. She stated currently she has 2 residents who are interested in serving.

Kitty Owen, Acting Chair, requested Commissioners to assist in finding residents willing to serve on City Commissions.

Motion: Upon a motion made by Commissioner Heier, and seconded by Commissioner Diaz, to postpone the discussion of the interview process for vacancy on Planning and Zoning Commission until Tuesday, February 13, 2018. The Planning and Zoning Commission voted five (5) for, none (0) opposed.

4. Administrative Items

The Commission may discuss, consider and/or take possible action on the following items:

a) Minutes:

i. November 14, 2017 Planning and Zoning Commission Regular Meeting.

Motion: Upon a motion made by Commissioner Heier, and seconded by Commissioner Diaz, to approve November 14, 2017 Planning and Zoning Commission Meeting with amendment to "they" in 2nd paragraph. The Planning and Zoning Commission voted five (5) for, none (0) opposed.

ii. Items discussed at the December 6, 2017 and January 3, 2018 City Council Regular Meeting.

Nancy Cain, City Administrator, stated the City Council approved the recommended changes to Ordinance 55 and they also added a 30 day time limit for temporary signs. She also stated the City Council did not approve any Planning and Zoning Commission issues at their January 3, 2018 Regular Meeting.

iii. Set date, time and location for next meeting (February 13, 2018).

Kitty Owen, Acting Chair, stated the next Planning and Zoning Commission Regular Meeting is scheduled for February 13, 2018 at 6p.m., if necessary.

5. Citizen's Participation: - 20 minute limit.

No one wished to speak

6. Adjournment

Motion: Upon a motion made by Commissioner Heier and seconded by Commissioner Ringle, the meeting was adjourned at 6:14 p.m.


Kitty Owen, Acting Chair

ATTEST:


Shelley Goodwin, TRMC
City Secretary