



City of Garden Ridge

"A way of life, not just a place to live"

PLANNING AND ZONING COMMISSION REGULAR MEETING TUESDAY, APRIL 10, 2018 -- 6:00 P.M.

The Garden Ridge Planning and Zoning Commission will meet in a regular meeting at 6:00 p.m., Tuesday, April 10, 2018 in the City Council Chambers, 9400 Municipal Parkway, Garden Ridge, Texas. This is an open meeting, open to the public, subject to the Open Meetings Law of the State of Texas, and as required by law, notice is hereby posted on April 6, 2018 before 5:00 p.m., providing time, place, date and agenda thereof. The meeting facility is wheelchair accessible and accessible parking spaces are provided. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Citizen Comments – 30 minute limit.

Rules for Citizen's Participation:

The Commission welcomes citizen participation and comments at all of their Meetings. The Commission offers citizens the opportunity to address them by signing up to speak prior to the meeting. As a courtesy to your fellow citizens and out of respect for our elected officials, we request that if you speak, you follow these guidelines:

- a) Respect and courtesy:
 - i. Direct your comments to the entire Commission, not to an individual member, nor to the audience.
 - ii. Show the Commission the same respect that you would like to be shown.
 - iii. Show the Commission courtesy by ending your speaking at the time allotted below.
- b) Speaking:
 - i. First citizen comment period
 - a. You are required to sign up to speak.
 - b. You are limited to one three (3) minute period.
 - ii. Business item period
 - a. You are required to sign up to speak.
 - b. You are limited to one three (3) minute period.
 - iii. Second citizen comment period
 - a. You are not required to sign up.
 - b. You are limited to one two (2) minute per period.
 - iv. State your name and address before your comments begin.
 - v. You are only allowed to speak once per topic, unless also speaking during a posted Public Hearing.

*NOTE: The Texas Open Meetings Act permits a member of the public or a member of the governmental body to raise a subject that has not been included in the notice for the meeting. However, any discussion of the subject **must be limited** to a proposal to place the subject on the agenda for a future meeting and any response to a question posed to the City Council is limited to either a statement of specific factual information or a recitation of existing policy. TEX. GOV'T CODE § 551.042.*

9400 Municipal Parkway * Garden Ridge, Texas 78266-2600
Phone (210) 651-6632 * Fax (210) 651-9638 * www.ci.garden-ridge.tx.us

5. Business Items

The following items are for discussion, consideration and action.

a) Approvals

- i. Approval of Minutes for March 13, 2018 Planning and Zoning Commission Regular Meeting
- ii. An Ordinance of the City Council of the City of Garden Ridge, Texas amending the Comprehensive Planning and Zoning Ordinance for the City, establishing zoning regulations; providing policies and procedures pursuant to the Texas Local Government Code; comprehensive zoning district regulations; zoning map; general provisions; use, height and area regulations; special uses and structures; conditional uses; site plans; visual screening; off-street parking and loading regulations; non-conforming buildings and uses; zoning district boundary verification procedures; zoning of annexed areas; administrative rules and procedures; definitions; appendices; providing other provisions relating to the subject; providing for the administration, enforcement, and amendment thereof; providing a savings clause and for the repeal of all other ordinances in conflict herewith; prescribing a penalty for violations and establishing each day of such violation as a separate offense; providing for severability; and providing an effective date.
 - a. Receive and review the proposed Ordinance.
 - b. Discuss and make possible recommendation on future meetings or direction regarding Ordinance development process.

b) Discussions/Reports

- i. Training Opportunities
 - a. Planning and Zoning Workshop (Friday, April 20, 2018 from 9 a.m.- 2:30 p.m.at 8700 Tesoro Dr., Ste. 100, San Antonio)
- ii. Items discussed at the April 4, 2018 City Council Regular Meeting.
- iii. Discussion of Future Agenda Items
 - a. Set date, time and location for next meeting (May 8, 2018)

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

See "Rules for Citizen's Participation" under Item 4.

7. Adjournment

AGENDA NOTICES:

Decorum Required:

Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

Action by Council Authorized:

The Council may vote or act upon any item within this Agenda. The Council reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matter listed below, as authorized by Title 5, Chapter 55, of the Texas Government Code.

Executive Sessions Authorized:

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance By Other Elected or Appointed Officials:

It is anticipated that members of the other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the City Council, other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.


Shelley Goodwin, TRMC
City Secretary

This is to certify that I, Shelley Goodwin, posted this Agenda at 3:00 p.m. on April 4, 2018 on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.


Shelley Goodwin, TRMC
City Secretary



**MINUTES OF PLANNING & ZONING COMMISSION
REGULAR MEETING
TUESDAY, MARCH 13, 2018**

Commissioners present:

Vice Chairman Shawn Willis
Commissioner Karen Diaz
Commissioner Mark Hausheer
Commissioner David Heier
Commissioner Dr. Jim Miller
Commissioner Kitty Owen
Commissioner David Ringle (arrived at 6:04 p.m.)

Commissioners Absent:

None

Also Present:

Nancy Cain, City Administrator
Cynthia Trevino, City Attorney
Shelley Goodwin, City Secretary

1. Call to Order

With a quorum of the Planning and Zoning Commission Members present, Shawn Willis, Chair called the Regular Meeting of the Garden Ridge Planning and Zoning Commission to order at 6:00 p.m. on Tuesday, March 13, 2018 in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Citizen Comments

No one wished to speak.

3. Business Items

a) Approvals

i. Approval of Minutes for February 13, 2018 Planning and Zoning Commission Regular Meeting

Motion: Upon a motion made by Commissioner Diaz, and seconded by Commissioner Owen, to approve the Minutes for February 13, 2018 Planning and Zoning Commission Regular Meeting. The Planning and Zoning Commission voted five (5) for, none (0) opposed (Commissioner Ringle was not present for this vote). The motion passed unanimously.

ii. Set date, time and location for next meeting (April 10, 2018)

Motion: Upon a motion made by Commissioner Owen, and seconded by Vice-Chair, Dr. Miller, to hold the next meeting on Tuesday, April 10, 2018 at 6:00 p.m. The Planning and Zoning

Commission voted five (5) for, none (0) opposed (Commissioner Ringle was not present for this vote). The motion passed unanimously.

b) Updates/Reviews

i. Update from City Attorney; discussion regarding draft ordinances.

Cynthia Trevino, City Attorney, updated the Planning and Zoning Commission on the rewriting of the zoning and subdivision ordinances. She stated she anticipated having the changes to the Commission tonight but felt she still needed to address some legal areas. She encouraged the Commissioners to look at some design standards and if they see one that they like, then forward it to the City Secretary, so she can forward them to her. She stated her goal is to make sure the ordinance is easier to read, does not conflict other ordinances or State Laws, and will help the Commission make decisions easier. She also stated she is focusing on the zoning ordinance and then the subdivision ordinance.

The Commission discussed the plan for reviewing the ordinance rewrite. They also discussed certain areas in the proposed ordinance that will address signs, home businesses, health and welfare of the City.

c) Discussions/Reports

i. Review the Planning and Zoning Commission binder of ordinances that apply under the Commission's purview, Commissioners contact information, Commissioners places and terms, additional information to assist in making Commission recommendations, and Commission duties.

a. Review of Ordinance 210-022018 governing Commissions by Mayor Thompson.

Mayor Thompson reviewed Ordinance 210 with the Commission. He highlighted term limits, meetings, attire, attendance and agenda process.

The Commission discussed the term limits, training requirements, and holding educational sessions.

ii. Items discussed at the March 7, 2018 City Council Regular Meeting.

Nancy Cain, City Administrator, stated the City Council approved both of the Planning and Zoning Commission's recommendations for the appointment of Commissioner Hausheer and the petition for the replat by Gary Miller.

Shawn Willis, Chair, thanked Dr. Miller, Chair for attending the City Council meeting on his behalf.

iii. Discussion of Future Agenda Items

The Commission had no items to add at this time.

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

Kay Bower, 8947 Garden Ridge Dr., thanked Shawn Willis, Chair and Commissioner Heier for attending the Commission Ordinance Meeting.

5. Adjournment

Motion: Upon a motion made by Commissioner Diaz, and seconded by Commissioner Heier, the meeting was adjourned at 6:46 p.m.

Shawn Willis, Chair

ATTEST:

Shelley Goodwin, TRMC
City Secretary

**SIGN IN TO SPEAK AT THE MARCH 13, 2018
PLANNING AND ZONING COMMISSION REGULAR MEETING**

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NAME	ADDRESS	SUBJECT
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

Future Agenda Items

May 8, 2018

Agenda deadlines:

14 days before Meetings	(4/24/18)	Planning & Zoning Commission and Staff items are due
11 days before Meetings	(4/27/18)	Planning & Zoning Commission Chair review agenda. City Attorney is sent the agenda to approval
7 days before Meetings	(5/1/18)	Post Agenda on bulletin board Planning and Zoning Commission will receive packet (allowing a day and half for corrections and additional information to be added)
5 days before Meetings	(5/4/18)	Post Agenda Packet to City Website @ noon

1

Red=City Council
Planning & Zoning =Green
Pink=Impact Fee Committee
Wildlife Management Advisory Commission=Brown
City Events= Holiday-Shred Day on the 12th and Memorial Day

Purple=Quarry Commission
Water Commission= Blue

Sun	Mon	Tues	Wed	Thur	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Approval

1. Minutes 4-10-18

Petition/Public Hearings/Recommendation

1. Zoning Ordinance and Subdivision Ordinance

Discussion/Reports

1. City Council Update
2. Future Agenda Items
 - a. Announce next meeting June 12, 2018.
3. Education Plan

Executive Session

June 12, 2018

Agenda deadlines:

14 days before Meetings	(5/29/18)	Planning & Zoning Commission and Staff items are due
11 days before Meetings	(6/1/18)	Planning & Zoning Commission Chair review agenda. City Attorney is sent the agenda to approval
7 days before Meetings	(6/5/18)	Post Agenda on bulletin board Planning and Zoning Commission will receive packet (allowing a day and half for corrections and additional information to be added)
5 days before Meetings	(6/7/18)	Post Agenda Packet to City Website @ noon
3 days before Meetings	(6/8/18)	(72 hours) – Local Government Code requirement for posting

Red=City Council

Purple=Quarry Commission

Planning & Zoning =Green Water Commission= Blue

Pink=Impact Fee Committee

Wildlife Management Advisory Commission=Brown

City Events=April 21st Household Hazardous Waste, RX drop-off and Shred Day

Sun	Mon	Tues	Wed	Thur	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Approval

- Minutes 5-8-18

Petition/Public Hearings/Recommendation

Discussion/Reports

- City Council Update
- Future Agenda Items
 - Set next meeting (if necessary) July 10, 2018 @ 6

Executive Session

PENDING FUTURE AGENDA ITEMS

1. MLUP Ordinance clean up