



City of Garden Ridge

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

MINUTES PLANNING AND ZONING COMMISSION REGULAR MEETING TUESDAY, FEBRUARY 12, 2019, 6:00 P.M.

Commissioners Present:

Chair Dr. Jim Miller
Vice-Chair Mark Hausheer
Commissioner Kitty Owen
Commissioner Karen Diaz
Commissioner David Heier
Commissioner David Dauer

Commissioners Absent:

Vacant Position

City Staff Present:

Nancy Cain, City Administrator
Cynthia Trevino, City Attorney
Marisa Spencer, Interim City Secretary

Other City Councilmembers or Commissioners Present:

Cynthia Shanahan-Segovia, Chair, Wildlife Management Advisory Commission

1. Call to Order

With a quorum of the Planning and Zoning Commission Members present, Chair Dr. Miller, called the regular meeting of the Garden Ridge Planning and Zoning Commission to order at 6:00 p.m. on Tuesday, February 12, 2019, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Roll Call

See above.

3. Pledge of Allegiance

Chair Dr. Miller led the Pledge of Allegiance.

4. Citizen Comment Period – limited to 30 minutes total

No one signed up to speak.

5. Business Items

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

a) Approvals/Recommendations.

i. Approval of Minutes for January 8, 2019, Planning and Zoning Commission Regular Meeting.

Motion: A motion was made by Commissioner Owen, seconded by Commissioner Diaz, to approve the minutes for January 8, 2019, Planning and Zoning Commission Regular Meeting. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

- ii. **Consider amending Ordinance No. 13-122018 An amended comprehensive Planning and Zoning Ordinance for the City of Garden Ridge, Texas; establishes a Planning and Zoning Commission; establishes a board of adjustment; regulates and restricts the use and location of buildings and outbuildings, exterior lighting , fencing and landscaping; includes definitions, divides the City into zoning districts with regulations for each; sets special use permit requirements; sets broadcast and reception antenna rules; adopts a map of the City showing the boundaries and classifications of zoning districts; incorporating sign regulations herein; prescribes a penalty of not less than \$10.00 nor more than \$2000.00 for violation of this Ordinance; and repeals Ordinance 13-062017 adopted on June 7, 2017.**

1. Proposed amendments to Ordinance No 13-122018:

- a. **4.1.1.2. Farm and ranch outbuildings and accessory buildings (including but not limited to Barns, Sheds, Tool Rooms, Greenhouses, Cabanas, Gazebos, and Structures other than a primary residence).**
- b. **4.1.1.3. Farm and ranch outbuildings and accessory buildings, including detached garages, shall not be used as a dwelling unit. Any use as a residence, apartment, guesthouse or servant's quarters temporarily or permanently; including short term and long term rental, or any other type of residential use or occupancy by a single family, individual or group of individuals is prohibited.**
- c. **4.1.1.4. Any use of a vehicle, boat, tent, trailer, utility trailer, recreational vehicle, or any other type of vehicle having sleeping accommodations as temporary or permanent accessory living quarters or for any other type of residential use or occupancy is prohibited.**
- d. **5.1.2. Residential outbuildings and accessory buildings (including but not limited to Garages, Sheds, Tool Rooms, Greenhouses, Cabanas, Gazebos, and Structures other than a primary residence).**
- e. **5.1.2.1. Residential outbuildings and accessory buildings, including detached garages, shall not be used as a dwelling unit. Any use as a residence, apartment, guesthouse or servant 's quarters temporarily or permanently; including short term and long term rental, or any other type of residential use or occupancy by a single family, individual or group of individuals is prohibited.**
- f. **5.1.3.1. Any use of a vehicle, boat, tent, trailer, utility trailer , recreational vehicle, or any other type of vehicle having sleeping accommodations as temporary or permanent accessory living quarters or for any other type of residential use or occupancy is prohibited.**

2. Hold a public hearing to receive comments for or against amending Ordinance No. 13-122018.

The Commission discussed the proposed amendments to Section 4 and Section 5 of Ordinance No. 13-122018 An amended comprehensive Planning and Zoning Ordinance for the City of Garden Ridge, Texas; establishes a Planning and Zoning Commission; establishes a board of adjustment; regulates and restricts the use and location of buildings and outbuildings, exterior lighting , fencing and landscaping; includes definitions, divides the City into zoning districts with regulations for each; sets special use permit requirements; sets broadcast and reception antenna rules; adopts a map of the City showing the boundaries and classifications of zoning districts; incorporating sign regulations herein; prescribes a penalty of not less than \$10.00 nor more than \$2000.00 for violation of this Ordinance; and repeals Ordinance 13-062017 adopted on June 7, 2017.

Chair Dr. Miller opened the Public Hearing at 6:20 p.m. and asked if any citizens would like to speak for or against amending Ordinance No. 13-122018. No one wished to speak.

Chair Dr. Miller closed the Public Hearing at 6:21 p.m.

3. Make a recommendation to the City Council.

Motion: A motion was made by Vice-Chair Hausheer, seconded by Commissioner Heier, to recommend to City Council the approval of the proposed amendments to Section 4 and Section 5 of Ordinance No. 13-122018 An amended comprehensive Planning and Zoning Ordinance for the City of Garden Ridge, Texas; establishes a Planning and Zoning Commission; establishes a board of adjustment; regulates and restricts the use and location of buildings and outbuildings, exterior lighting, fencing and landscaping; includes definitions, divides the City into zoning districts with regulations for each; sets special use permit requirements; sets broadcast and reception antenna rules; adopts a map of the City showing the boundaries and classifications of zoning districts; incorporating sign regulations herein; prescribes a penalty of not less than \$10.00 nor more than \$2000.00 for violation of this Ordinance; and repeals Ordinance 13-062017 adopted on June 7, 2017. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

b) Discussions/Reports/Updates.

i. Update on interviews for Planning and Zoning Commission Place 4 Vacancy.

Chair Dr. Miller stated the vacant position was posted on January 18th and must be posted for a minimum of thirty (30) days before conducting interviews. The Commission agreed by consensus for City staff to notify the two (2) most recent applicants by email to make them aware of the current vacancy.

ii. Update on submission of proposed Master Plan, variance, and Special Use Permit for future Northeast Bible Church expansion project.

Nancy Cain, City Administrator, stated Northeast Bible Church submitted a proposed Master Plan for a future expansion project, and it is currently being reviewed by staff and the City Engineer. She updated the Commission regarding Northeast Bible Church applying for a Special Use Permit and variance. She stated she is expecting the proposed Master Plan to be complete for review, discussion, and consideration by the Commission at their February 21st meeting.

iii. Update on Freese and Nichols, Inc. for Zoning and Subdivision Ordinance rewrite assistance.

Chair Dr. Miller stated the technical committee is expecting to receive a proposed document by the end of the week from Freese and Nichols, Inc., and the technical committee is currently working on scheduling a meeting.

iv. 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.

1. Receive proposed changes and review the proposed Ordinance.

2. Discuss and make possible recommendation on future meetings or direction regarding Ordinance development process.

Chair Dr. Miller stated he would like Commissioners to look over the short-term rentals document that was provided to Commissioners previously in order to discuss short-term rentals in detail. The Commission agreed by consensus to discuss primary residences, short-term rentals, and boarding houses at the next Planning and Zoning Commission regular meeting.

v. Items discussed at the February 6, 2019, City Council Regular Meeting.

Chair Dr. Miller discussed the Parks Committee report and discussion that occurred at the City Council regular meeting. Chair Dr. Miller updated the Commission on approval of Resolution No. 445 by City Council regarding proposed pocket parks. Nancy Cain, City Administrator, updated the Commission on approval of Ordinance No. 219-022019 by City Council.

vi. Ordinance No. 210-022018 An Ordinance of the City Council of the City of Garden Ridge adopting board and commission policy and procedures; providing that this Ordinance shall be cumulative of all Ordinances; providing a severability clause; providing a savings clause; and providing an effective date.

1. Discuss and make possible recommendations regarding matters in Ordinance No. 210-022018.

The Commission discussed various sections of Ordinance No. 210-022018 and provided their comments and concerns. Chair Dr. Miller stated this was not put on the agenda necessarily to make recommendations regarding amending the Ordinance, but to address any issues that may come up so the Commission can discuss those issues as soon as possible.

The Commission agreed by consensus for Nancy Cain, City Administrator, to discuss the Commission's comments and concerns with Mayor Thompson before discussing any recommendations regarding amending the Ordinance.

c) Future Agenda Items.

i. Clarification on Commissioner Owen's previous request regarding wifi connections.

Commissioner Owen stated she was referring to high speed internet along FM 2252 as part of infrastructure. Chair Dr. Miller stated this is not in the purview of the Planning and Zoning Commission.

ii. Commissioners input on agenda items.

Chair Dr. Miller stated the Commission will interview candidates for the Place 4 vacancy and might have information regarding Northeast Bible Church.

Commissioner Heier requested to add discussion of a Marketing Plan for the City of Garden Ridge.

iii. Announce the date, time, and location for next meeting (February 21, 2019, at 6:00 p.m. at City Hall).

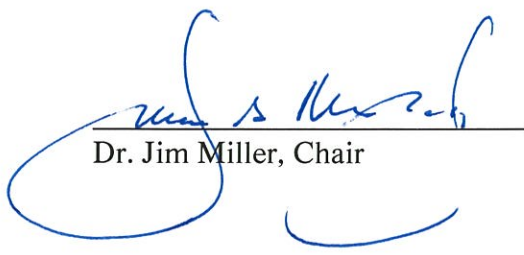
Chair Dr. Miller announced the next Planning and Zoning Commission Regular Meeting will be on Thursday, February 21, 2019, at 6:00 p.m. at City Hall.

6. Citizen Comment Period – limited to 20 minutes total

Cynthia Shanahan-Segovia thanked the Commission for their work and stated she enjoyed attending their meeting.

7. **Adjournment**

Motion: A motion was made by Commissioner Dauer, seconded by Commissioner Diaz, to adjourn. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further business, the Tuesday, February 12, 2019, Planning and Zoning Commission Regular Meeting was adjourned at 7:47 p.m. by Chair Dr. Miller.


Dr. Jim Miller, Chair

ATTEST:


Marisa Spencer
Interim City Secretary