



MINUTES
PLANNING AND ZONING COMMISSION REGULAR MEETING
THURSDAY, FEBRUARY 21, 2019, 6:00 P.M.

Commissioners Present:

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

Commissioners Absent:

Commissioner David Dauer (Excused Absence)
Vacant Position

City Staff Present:

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

Other City Councilmembers or Commissioners Present:

Councilmember Kay Bower
Jesse Valdez, Water Commissioner

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 Thursday, February 21, 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 17, 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 17, 2019, Planning and Zoning Commission Regular Meeting. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

ii. Planning and Zoning Commission Place 4 vacancy (term expiring September 30, 2019).

1. Interview possible candidates.

Chair Dr. Miller stated the candidates would come up to the podium one at a time in the order in which the Commission received their applications then both candidates would come up together to allow each applicant to address questions from the Commissioners.

The Commission interviewed and reviewed resumes from Kerim Jacaman and Jesus Valdez in that order. Commissioners then asked additional questions and allowed each candidate to provide their responses.

Chair Dr. Miller thanked the Commissioners for their inquisitive questions and the candidates for their time. He stated this would be a difficult decision since there is only one vacancy, but encouraged the candidates to continue seeking opportunities to get involved in the City.

2. Make a recommendation to City Council for appointment of Commissioner.

Motion: A motion was made by Commissioner Diaz, seconded by Commissioner Owen, to recommend to City Council the appointment of Jesus Valdez for the Planning and Zoning Commission Place 4 vacancy with term expiring September 30, 2019. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

b) Discussions/Reports/Updates.

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

Nancy Cain, City Administrator, stated Freese and Nichols, Inc. provided the technical committee with a 186-page draft document and the technical committee has a meeting scheduled for Thursday, February 28th. She stated depending on the discussions during the technical committee meeting, the Planning and Zoning Commission could receive a document to discuss at the March 12th regular meeting.

The Commission discussed moving the discussion to the Planning and Zoning Commission regular meeting on March 21st at the earliest to allow Commissioners time to review the draft document.

ii. Northeast Bible Church Master Plan for future expansion project.

1. Review and discuss proposed Master Plan.

Nancy Cain, City Administrator, stated the proposed Northeast Bible Church Master Plan for a future expansion project was thoroughly reviewed by staff and the City Engineer. She stated the letter from the City Engineer addressed the main comments for consideration regarding the proposed Master Plan.

Eric Wilbert, Northeast Bible Church, along with a representative from KFW Engineers addressed questions and comments from the Commission.

2. Make a recommendation to City Council regarding Northeast Bible Church Master Plan.

Motion: A motion was made by Vice-Chair Hausheer, seconded by Commissioner Owen, to recommend to City Council the approval of the proposed Northeast Bible Church Master Plan for a future expansion project. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously.

iii. Discussion on development of a Marketing Plan for the City of Garden Ridge.

Commissioner Heier stated constructing a Marketing Plan and having a Marketing Event would be beneficial for the City of Garden Ridge, adding the City may need professional help but without that it will be haphazard. The Commission discussed the purpose, needs, and possible professional assistance in developing a Marketing Plan for the City of Garden Ridge.

Cynthia Trevino, City Attorney, stated developing a Marketing Plan for the City of Garden Ridge would not fall under the Planning and Zoning Commission's purview unless the Commission is directed to do so by City Council.

The Commission agreed by consensus to bring the idea of developing a Marketing Plan to City Council and recommend City Council begin discussing development of a Marketing Plan for the City of Garden Ridge.

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 the Commission does not have anything to discuss at this time.

v. 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.**

Chair Dr. Miller stated past discussions have revolved around attendance requirements relating to the Planning and Zoning Commission versus other Commissions, and the Commission previously agreed to have Nancy Cain, City Administrator, discuss the Commission's concerns with Mayor Thompson.

Nancy Cain, City Administrator, explained this item will be carried on each Commission's agenda in the event that a Commission needs to discuss and make a recommendation regarding enforcement of this Ordinance as applied to Commission members.

c) Future Agenda Items.

i. Commissioners input on agenda items.

None at this time.

ii. **Announce date, time, and location for next meeting (March 12, 2019, at 6:00 p.m. at City Hall).**

Chair Dr. Miller announced the next Planning and Zoning Commission Regular Meeting will be on Tuesday, March 12, 2019, at 6:00 p.m. at City Hall.

6. **Citizen Comment Period – limited to 20 minutes total**

Pam Fritz, 8927 Garden Ridge Drive, spoke regarding real estate property and development in the City of Garden Ridge.

Kay Bower, 8947 Garden Ridge Drive, spoke regarding the Commission's discussion of Ordinance No. 210-022018.

7. **Adjournment**

Motion: A motion was made by Commissioner Owen, seconded by Vice-Chair Hausheer, to adjourn. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously. There being no further business, the Thursday, February 21, 2019, Planning and Zoning Commission Regular Meeting was adjourned at 7:41 p.m. by Chair Dr. Miller.



Dr. Jim Miller, Chair

ATTEST:



Marisa Spencer
City Secretary