



# City of Garden Ridge

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

## MINUTES PLANNING AND ZONING COMMISSION REGULAR MEETING TUESDAY, MARCH 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  
Commissioner Jesse Valdez

### **Commissioners Absent:**

None

### **City Staff Present:**

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

### **Other City Councilmembers or Commissioners Present:**

Ken Kneupper, Wildlife Management Advisory 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 Tuesday, March 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 February 12, 2019, Planning and Zoning Commission Regular Meeting.

**Motion:** A motion was made by Commissioner Dauer, seconded by Commissioner Diaz, to approve the minutes for February 12, 2019, Planning and Zoning Commission Regular Meeting. The Commission voted six (6) 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 the technical committee met on February 28<sup>th</sup> for half a day and have a full day meeting scheduled for March 15<sup>th</sup> to hopefully finish reviewing the document. The Commission discussed and agreed upon receiving the whole document together instead of in sections. The Commission discussed short term rentals and regulations.

The Commission agreed by consensus for the technical committee to provide guidance to Freese and Nichols, Inc. regarding the Commission's desire to not allow short-term rentals in the City. Cynthia Trevino, City Attorney, spoke regarding legislation pertaining to regulating specific aspects of short-term rentals.

**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.**

- 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 was going to combine items ii. and iii.

**iii. Items discussed at the March 6, 2019, City Council Regular Meeting.**

Chair Dr. Miller stated the City Council raised many concerns with the amendments brought to them from the Planning and Zoning Commission and the City Council agreed by consensus to send these amendments back to the Planning and Zoning Commission for further review and discussion.

Nancy Cain, City Administrator, suggested the technical committee receive guidance on the topics in the amendments during their meeting on Friday with Freese and Nichols, Inc. then report back to the Commission before proceeding with any further changes or amendments.

**iv. 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 recommendations related to application of ordinance provisions to commission members, if needed.**

Chair Dr. Miller stated the Commission does not have any provisions to discuss at this time.

**c) Future Agenda Items.**

**i. Commissioners input on agenda items.**

Commissioner Dauer requested to discuss what Freese and Nichols, Inc. says about short term rentals as well as what Cynthia Trevino, City Attorney, finds out about current legislation possibilities during the Update on Freese and Nichols, Inc. for Zoning and Subdivision Ordinance rewrite assistance.

Commissioner Heier spoke regarding TxDOT maps and presentation. Nancy Cain, City Administrator, stated the TxDOT expansion plan maps would be available at the Commission's next meeting as well as an agenda item for the Commission to discuss the plan as it pertains to FM 2252 in the City of Garden Ridge.

Nancy Cain, City Administrator, stated the Commission could possibly be receiving two Special Use Permits for consideration in April.

**ii. Announce the date, time, and location for next meeting (March 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, March 21, 2019, at 6:00 p.m. at City Hall.

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

Ken Kneupper, 8891 Schoenthal Road, spoke regarding the Wildlife Management Advisory Commission and pocket parks in the City of Garden Ridge.

**7. Adjournment**

**Motion:** A motion was made by Commissioner Owen, seconded by Commissioner Dauer, to adjourn. The Commission voted six (6) for and none (0) opposed. The motion carried unanimously. There being no further business, the Tuesday, March 12, 2019, Planning and Zoning Commission Regular Meeting was adjourned at 7:30 p.m. by Chair Dr. Miller.

ATTEST:

  
Marisa Spencer  
City Secretary

  
Dr. Jim Miller, Chair

In the name and by the authority of

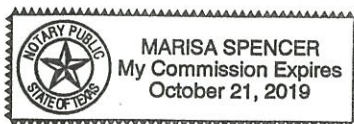
# The State of Texas

## OATH OF OFFICE

I, Jesus Valdez, do solemnly swear, that I will faithfully execute the duties of the office of Planning and Zoning Commissioner of the City of Garden Ridge, State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Jesus Valdez Jr.  
Affiant

SWORN TO and subscribed before me by affiant on this 12<sup>th</sup> day of March, 2019.



(Seal)

Marisa Spencer  
Signature of Person Administering Oath

Marisa Spencer  
Printed Name

NOTARY PUBLIC  
Title

# STATEMENT OF APPOINTED OFFICER

*(Pursuant to Tex. Const. art. XVI, §1(b), amended 2001)*

I, Jesus Valdez, do solemnly swear (or affirm), that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure any appointment or confirmation whichever the case may be, so help me God.

***UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING STATEMENT AND THAT THE FACTS STATED THEREIN ARE TRUE.***

Jesus Valdez Date 3/12/19  
Affiant's Signature

Planning and Zoning Commissioner  
Position to Which Elected/Appointed

Garden Ridge, Texas  
City and/or County