



City of Garden Ridge

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

AGENDA PLANNING AND ZONING COMMISSION REGULAR MEETING THURSDAY, MAY 16, 2019, 6:00 P.M.

The Garden Ridge Planning and Zoning Commission will meet in a regular session on Thursday, May 16, 2019, at 6:00 p.m. 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 by May 13, 2019, before 6:00 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 interpretative services must be made to the City Secretary 48 hours prior to this meeting.

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Citizen Comment Period – limited to 30 minutes total

Rules for Citizens' Participation:

The Planning and Zoning Commission welcomes citizen participation and comments at all Commission Meetings. The Commission offers citizens the opportunity to address them by signing up to speak prior to the meeting. If you speak, you should 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. End your speaking at the time allotted below.
- b) Speaking:
 - i. First citizen comment period
 1. You are required to sign up to speak and you are limited to one 3-minute period.
 - ii. Business item period
 1. You are required to sign up to speak and you are limited to one 3-minute period.
 - iii. Second citizen comment period
 1. You are not required to sign up to speak and you are limited to one 2-minute 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 Commission is limited to either a statement of specific factual information or a recitation of existing policy.
TEX. GOV'T CODE § 551.042.

5. Business Items

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

- a) Approvals/Recommendations.
 - i. Approval of Minutes for April 9, 2019, Planning and Zoning Commission Regular Meeting.
 - ii. Approval of Minutes for April 18, 2019, Planning and Zoning Commission Regular Meeting.
- b) Discussions/Reports/Updates.
 - i. Freese and Nichols, Inc. for Zoning Ordinance rewrite assistance.

- ii. Consider a petition by Northeast Bible Church for issuance of a Special Use Permit for the addition of a proposed Worship Center of approximately 14,295 square feet and a Waypoint Lobby of approximately 4,225 square feet and to include modification of the outfall structure of the existing detention pond to reduce the outflow discharge rate from the pond. Northeast Bible Church is located on Lot 1, Block 1, Northeast Bible Church Subdivision, further located at 19185 F.M. 2252, Garden Ridge, Comal County, Texas, on property zoned Residence-Agriculture (RA).
 - 1. Review and discuss documentation.
 - 2. Make a recommendation to the City Council.
- iii. Items applicable to the Planning and Zoning Commission discussed at the May 1, 2019, City Council Regular Meeting.
- 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 accept the resignation of Vice-Chair Hausheer.
 - 2. Receive recommendations and consideration of appointment of Planning and Zoning Commission Vice-Chair for the remaining term.
 - 3. Discuss the interview process of candidates to fill vacancy.
 - 4. Discuss and make recommendations related to application of ordinance provisions to commission members, if needed.
- c) Future Agenda Items.
 - i. Commissioners input on agenda items.
 - ii. Announce the date, time, and location for next meeting (June 11, 2019, at 6:00 p.m. at City Hall).

6. Citizen Comment Period – limited to 20 minutes total

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:

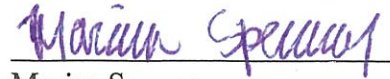
The Council may vote or act upon any item within this Agenda. The Council reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matter listed above, as authorized by Title 5, Chapter 551, of the Texas Government Code.

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.

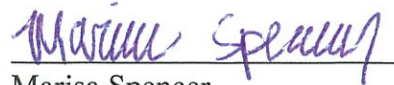
Attendance By Other Elected or Appointed Officials:

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.



Marisa Spencer
City Secretary

This is to certify that I, Marisa Spencer, posted this Agenda at 10:00 a.m. on May 10, 2019, on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.



Marisa Spencer
City Secretary



City of Garden Ridge

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

MINUTES PLANNING AND ZONING COMMISSION REGULAR MEETING TUESDAY, APRIL 9, 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:

Mark DuBois, Quarry 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 6:02 p.m. on Tuesday, April 9, 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

Teresa Jetter, 20839 FM 3009, spoke regarding the petition by Wilfredo Aguayo for the installation of an amateur communications antenna.

Tom Nelson, 9433 Bluebell, spoke regarding the petition by Wilfredo Aguayo for the installation of an amateur communications antenna.

5. Business Items

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

a) Approvals/Recommendations.

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

i. Approval of Minutes for February 21, 2019, Planning and Zoning Commission Regular Meeting.

Motion: A motion was made by Commissioner Owen, seconded by Commissioner Diaz, to approve the minutes for February 21, 2019, Planning and Zoning Commission Regular Meeting. The Commission voted six (6) for and none (0) opposed. The motion carried unanimously.

ii. Consider a petition by Northeast Bible Church for issuance of a Special Use Permit for the addition of a proposed Worship Center of approximately 14,295 square feet and a Waypoint Lobby of approximately 4,225 square feet and to include modification of the outfall structure of the existing detention pond to reduce the outflow discharge rate from the pond. Northeast Bible Church is located on Lot 1, Block 1, Northeast Bible Church Subdivision, further located at 19185 F.M. 2252, Garden Ridge, Comal County, Texas, on property zoned Residence-Agriculture (RA).

Chair Dr. Miller stated he would like to conduct the public hearing first to receive citizen comments for or against the petition before the review and discussion among the Commission and the Commission agreed.

2. Hold a public hearing to receive comments for or against the petition.

Chair Dr. Miller opened the public hearing at 6:13 p.m. and invited anyone from the public to come up to the podium if they have any comments regarding the petition.

Four (4) citizens spoke during the public hearing and provided comments for and against the Special Use Permit for Northeast Bible Church (see attached).

Chair Dr. Miller closed the public hearing at 6:21 p.m.

1. Review and discuss documentation.

The Commission discussed citizen concerns regarding the drainage, the current and proposed detention pond, noise complaints, and lighting. The Commission agreed they would like to hear from the Northeast Bible Church representative and the KFW Engineers representative that are in attendance.

Eric Wilbert, Northeast Bible Church, spoke regarding the church's desires of being committed to their great neighbors while also maintaining compliance with City Ordinances. He stated the church is aware of the complex drainage issue which is why they have been working with the City Engineer to help mitigate the issue and reduce the flow of water. He spoke regarding the current drainage structure versus the proposed new drainage structure. He stated this is the first instance of noise complaints and lighting concerns that he is aware of, but those would be looked into.

Andy Curruth, KFW Engineers, spoke regarding attempting to reduce the outflow discharge rate from the detention pond to pre-development conditions, the preliminary plans to modify the outfall structure of the existing detention pond, and the proposal of creating a concrete junction box.

Nancy Cain, City Administrator, explained an interceptor channel was not built by the developer at the time of development in The Park at Garden Ridge Subdivision. Cynthia Trevino, City Attorney, explained since the City did not install anything that failed, the City is not at fault but Northeast Bible Church has worked with the City Engineer to attempt to mitigate the drainage issues.

3. Make a recommendation to the City Council.

Motion: A motion was made by Commissioner Owen, seconded by Commissioner Heier, to receive detailed information, guidance, and recommendations from the City Engineer at the next Planning and Zoning Commission meeting regarding concerns raised about the detention pond and water impacts to the community in order to make an informed recommendation to City Council. The Commission voted five (5) for and one (1) opposed (Vice-Chair Hausheer). The motion passed by a vote of 5-1.

- iii. **Consider a petition by Wilfredo Aguayo for the installation of an amateur communications antenna. Antenna will be a self-support crank up tower with maximum extension height of 33 feet supporting a 10-foot mast for total height of 40 to 45 feet and 12 feet in height when fully retracted. Antenna will be located on a concrete footing approximately 7 feet behind the rear plane of the residence at 20740 Timber Rose. Antenna tower will be further located 150 feet from street, over 100 feet from side property lines and 75 feet from rear property line. The property location is further described as Garden Ridge Estates 4, Block 1, Lot 36 and 37 and A-581 Sur 441 ½, Garden Ridge, Comal County, Texas, on property zoned Single Family Dwelling (R) District.**

1. Review and discuss documentation.

Chair Dr. Miller stated he would like each Commissioner to provide their thoughts on this matter based on the documentation provided in their packet prior to conducting the public hearing. The Commission discussed the antenna tower design, height, primary use, and possible interference issues.

2. Hold a public hearing to receive comments for or against the petition.

Chair Dr. Miller opened the public hearing at 7:18 p.m. and invited anyone from the public to come up to the podium if they have any comments regarding the petition.

One (1) citizen spoke during the public hearing and provided comments regarding the Special Use Permit for Wilfredo Aguayo at 20740 Timber Rose (see attached).

Chair Dr. Miller closed the public hearing at 7:20 p.m.

Wilfredo Aguayo, 20740 Timber Rose, spoke regarding his petition for the installation of an amateur communications antenna and provided the Commission with additional documents; however, these documents conflicted with the information he originally provided to the City for the Special Use Permit.

3. Make a recommendation to the City Council.

Motion: A motion was made by Commissioner Heier, seconded by Vice-Chair Hausheer, to deny the petition by Wilfredo Aguayo for the installation of an amateur communications antenna as submitted. The Commission voted five (5) for and one (1) opposed. The motion passed by a vote of 5-1 (Commissioner Owen abstained).

b) Discussions/Reports/Updates.

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

1. Update on technical committee meetings.

Vice-Chair Hausheer spoke regarding the amount of time spent reviewing and discussing the document with Freese and Nichols, Inc. Nancy Cain, City Administrator, stated the Commission should receive the document within the next few weeks. Chair Dr. Miller spoke regarding the Commission having joint meetings with City Council.

2. Discussion of items related to Zoning Ordinance rewrite, if needed.

Chair Dr. Miller stated there was nothing to discuss at this time.

ii. Items discussed at the April 3, 2019, City Council Regular Meeting.

Chair Dr. Miller spoke regarding items discussed at the April 3, 2019, City Council Regular Meeting including a Marketing Plan for the City of Garden Ridge and the anonymous letter mailed to residents that had implications regarding the Planning and Zoning Commission's decisions made over the last few years.

iii. TxDOT expansion layout as it pertains to FM 2252 in the City of Garden Ridge.

The Commission agreed by consensus to move this item to the next agenda and have the large maps spread out over a few tables to review and discuss.

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.

The Commission discussed the most recent AACOG training in which Vice-Chair Hausheer and Commissioner Diaz attended, and Commissioner Owen viewed the training through the live stream.

c) Future Agenda Items.

i. Commissioners input on agenda items.

Commissioner Owen requested the rolling agenda item related to items discussed at City Council meetings be clarified on future agendas.

Vice-Chair Hausheer requested to discuss live streaming of the Planning and Zoning Commission meetings.

ii. Announce the date, time, and location for next meeting (April 18, 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, April 18, 2019, at 6:00 p.m. at City Hall.

6. Citizen Comment Period – limited to 20 minutes total

J.A. Niland, 9308 Berean Way, spoke regarding Northeast Bible Church, The Park at Garden Ridge Subdivision, and planning for future floods.

Scott Miller, 9312 Berean Way, spoke regarding future planning and concerns regarding the detention pond at Northeast Bible Church.

Mark DuBois, 19530 Creekview Oaks, spoke regarding obtaining detailed information from the City Engineer about the detention pond at Northeast Bible Church and water impacts to the community.

Matt Neely, 19531 Creekview Oaks, spoke regarding The Park at Garden Ridge Subdivision development, cost of a drainage ditch, and water impacts.

Karen Archondidis, 19527 Creekview Oaks, spoke regarding the joint responsibility of regulating flood areas.

Teresa Jetter, 20839 FM 3009, spoke regarding experiencing interference with technology at her residence.

Juan Trevino, 20810 Timber Rose, spoke regarding experiencing interference with technology at his residence.

7. Adjournment

Motion: A motion was made by Commissioner Owen, seconded by Commissioner Valdez, to adjourn. The Commission voted six (6) for and none (0) opposed. The motion carried unanimously. There being no further business, the Tuesday, April 9, 2019, Planning and Zoning Commission Regular Meeting was adjourned at 8:23 p.m. by Chair Dr. Miller.

Dr. Jim Miller, Chair

ATTEST:

Marisa Spencer
City Secretary

①

SIGN IN TO SPEAK AT THE APRIL 9, 2019
PLANNING AND ZONING COMMISSION REGULAR MEETING
CITIZEN COMMENT PERIOD

Rules for Citizens' Participation:

The Planning and Zoning Commission welcomes citizen participation and comments at all Commission Meetings. The Commission offers citizens the opportunity to address them by signing up to speak prior to the meeting. If you speak, you should 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. End your speaking at the time allotted below.
- b) Speaking:
 - i. First citizen comment period
 1. You are required to sign up to speak.
 2. You are limited to one 3-minute period.
 - ii. Business item period
 1. You are required to sign up to speak.
 2. You are limited to one 3-minute period.
 - iii. Second citizen comment period
 1. You are not required to sign up.
 2. You are limited to one 2-minute 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 Commission is limited to either a statement of specific factual information or a recitation of existing policy. TEX. GOV'T CODE § 551.042*

NAME	ADDRESS	SUBJECT
1. Teresa Jeter	20859 FM 3009	AM. Comm. Antenna
2. TOM NELSON	9437 BLUEBELL	ANTENNA
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

APRIL 9, 2019, PLANNING AND ZONING COMMISSION REGULAR MEETING

PUBLIC HEARING (Northeast Bible Church)

PLEASE WRITE YOUR NAME AND ADDRESS.

1. Dr. Karen Archandidis 19527 Creekview Oaks, Garden Ridge TX 78266
2. Scott Miller 9312 Berean Way Garden Ridge TX 78266
3. Matt Neely 19531 Creekview Oaks Garden Ridge, TX 78266
4. MARK DrBos 19530 CREEKVIEW OAKS GARDEN RIDGE, TX 78266
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.
- 20.

APRIL 9, 2019, PLANNING AND ZONING COMMISSION REGULAR MEETING

PUBLIC HEARING (Wilfredo Aguayo – 20740 Timber Rose)

PLEASE WRITE YOUR NAME AND ADDRESS.

1. JUAN TREVIÑO 20810 Timber Rose GR 78266

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

16.

17.

18.

19.

20.

APRIL 9, 2019, PLANNING AND ZONING COMMISSION REGULAR MEETING

Citizen Comment
Period #2

PLEASE WRITE YOUR NAME AND ADDRESS.

21. J.A. Wiland Jr 9308 Boreon Way
22. Scott Miller 9312 Boreon Way Garden Ridge TX 78246
23. Mark D. Bo's 19530 CREEKVIEW OAKS GARDEN RIDGE TX 78266
24. Matt Neely 14531 Creekview Oaks Garden Ridge TX 78266
25. Karen Archandidis 19527 Creekview Oaks Garden Ridge TX 78266
26. Jena J. Miller 20839 FM 3009 Garden Ridge TX 78266
27. Juan Trevino 20810 Timbers Rose GR 78266
- 28.
- 29.
- 30.
- 31.
- 32.
- 33.
- 34.
- 35.
- 36.
- 37.
- 38.
- 39.
- 40.



MINUTES
PLANNING AND ZONING COMMISSION REGULAR MEETING
THURSDAY, APRIL 18, 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
Marisa Spencer, City Secretary
Cynthia Trevino, City Attorney

Other City Councilmembers or Commissioners Present:

Councilmember Bryan Lantzy

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, April 18, 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

Matt Neely, 19531 Creekview Oaks, spoke regarding drainage concerns and solutions, Northeast Bible Church, and The Park at Garden Ridge Homeowners Association.

5. Business Items

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

a) Approvals/Recommendations.

- i. Approval of Minutes for March 12, 2019, Planning and Zoning Commission Regular Meeting.**

Motion: A motion was made by Commissioner Diaz, seconded by Commissioner Owen, to approve the minutes for March 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. Freese and Nichols, Inc. for Zoning Ordinance rewrite assistance.

1. Update on technical committee meetings.

Nancy Cain, City Administrator, stated she does not have any additional information at this time.

2. Discussion of items related to Zoning Ordinance rewrite, if needed.

Chair Dr. Miller stated there were no items to discuss at this time.

ii. Update regarding Northeast Bible Church Special Use Permit Petition.

Nancy Cain, City Administrator, stated Northeast Bible Church representatives and the City Engineer are currently looking into the citizen concerns regarding drainage, lighting, and noise. She stated both Northeast Bible Church representatives and the City Engineer will be at the Commission's meeting on Thursday, May 16th.

iii. TxDOT expansion layout as it pertains to FM 2252 in the City of Garden Ridge.

The Commission reviewed and discussed the maps for the TxDOT expansion layout as it pertains to FM 2252 in the City of Garden Ridge.

The Commission thanked Nancy Cain, City Administrator, for providing the large maps from TxDOT so the Commission had the opportunity to review and discuss the maps together.

iv. Discussion regarding live streaming Planning and Zoning Commission meetings.

Vice-Chair Hausheer stated he requested to discuss live streaming of the Planning and Zoning Commission meetings to allow Commissioners the opportunity to hear each other's thoughts about the process and procedures since this is new for the City of Garden Ridge.

The Commission discussed policies and procedures for recording meetings, video conferencing, and records retention.

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 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.

None at this time.

ii. Announce the date, time, and location for next meeting (May 16, 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, May 16, 2019, at 6:00 p.m. at City Hall.

6. Citizen Comment Period – limited to 20 minutes total

No one wished to speak.

7. Adjournment

Motion: A motion was made by Commissioner Owen, seconded by Vice-Chair Hausheer, to adjourn. The Commission voted six (6) for and none (0) opposed. The motion carried unanimously. There being no further business, the Thursday, April 18, 2019, Planning and Zoning Commission Regular Meeting was adjourned at 7:24 p.m. by Chair Dr. Miller.

Dr. Jim Miller, Chair

ATTEST:

Marisa Spencer
City Secretary

**SIGN IN TO SPEAK AT THE APRIL 18, 2019
PLANNING AND ZONING COMMISSION REGULAR MEETING
CITIZEN COMMENT PERIOD**

Rules for Citizens' Participation:

The Commission welcomes citizen participation and comments at all Commission Meetings. The Commission offers citizens the opportunity to address them by signing up to speak prior to the meeting. If you speak, you should 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. End your speaking at the time allotted below.
- b) Speaking:
 - i. First citizen comment period
 - 1. You are required to sign up to speak.
 - 2. You are limited to one 3 minute period.
 - ii. Business item period
 - 1. You are required to sign up to speak.
 - 2. You are limited to one 3 minute period.
 - iii. Second citizen comment period
 - 1. You are not required to sign up.
 - 2. You are limited to one 2 minute 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 Commission is limited to either a statement of specific factual information or a recitation of existing policy. TEX. GOV'T CODE § 551.042*

	NAME	ADDRESS	SUBJECT
1.	Matt Neely	19531 Creekside Oaks	NEBC expansion
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			



April 30, 2019

City of Garden Ridge
Attn: Nancy Cain
City Administrator
9400 Municipal Parkway
Garden Ridge, Texas 78266

Dear Ms. Cain,

This letter will address the issues raised by adjacent property owners regarding the Northeast Bible Church ("Northeast") Special Use Permit during the City of Garden Ridge Planning & Zoning Commission public hearing on April 9, 2019. Although we will address specific issues highlighted during the public hearing below, rest assured Northeast is committed to be a good neighbor to our community.

The following issues were brought to our attention at the public hearing:

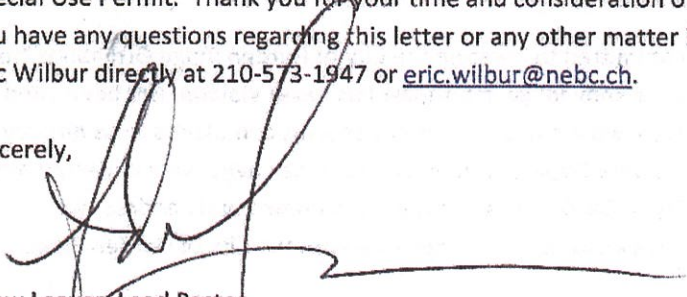
1. Noise – Northeast is absolutely committed to meeting the City of Garden Ridge Ordinance No. 139-102017 regarding noise. To our knowledge, Northeast has never violated nor been cited for not meeting this ordinance. As well, we are unaware of any specific complaints to us directly or through the City of Garden Ridge Police Department where noise has negatively impacted any of our neighbors. We assure the City of Garden Ridge that we will immediately address any specific noise complaints we receive ensuring full compliance with the City of Garden Ridge noise ordinance.
2. Lights - Northeast is again absolutely committed to meeting the City of Garden Ridge Ordinance No. 13-122018, paragraph 12.3.8 regarding exterior lighting. To our knowledge, Northeast has never violated nor been cited for not meeting this ordinance. Although we did have one complaint from a neighbor regarding a specific light on our campus, we turned that light off. All fixtures we are installing on this project will NOT aim at any of our property lines making sure measured light intensity is well-below the ordinance requirements. Attached is the light intensity diagram for exterior lights planned for this project at this time. We can assure the City of Garden Ridge that we will immediately address any specific light complaints we receive ensuring we fully comply with the City of Garden Ridge Ordinance No. 13-122018, paragraph 12.3.8.
3. Future Development – One of the issues brought up during the public hearing was future development beyond the current project. While future development is unknown at this time,

regardless, Northeast will have to follow all City of Garden Ridge ordinances related to property development in the future and follow the same procedure as required for this project. At that time, residents will have the opportunity to comment on any future development. We also want to point out that the current development is a significant distance from our boundary line. Attached is a diagram showing the distance from the new construction to our property line; 127 feet to the western boundary line and 425 feet to the northern boundary line.

4. Storm Drainage – This issue is the result of private development Northwest of Northeast's property where proper drainage structures were not installed. However, attached is a letter from KFW Engineers to the City of Garden Ridge Engineer explaining a voluntary modification by Northeast to the current outfall pipe to help this neighborhood with its drainage issue. In 2017, with Northeast's permission, the City of Garden Ridge performed some work on the detention pond on Northeast's property while also placing sandbags in the neighborhood to mitigate this issue. Finally, Northeast is also discussing with the Home Owner's Association how we can help them with other measures through volunteer labor. Again, this indicates our commitment to not only be neighbors but good neighbors to adjacent property owners to Northeast's property.

I hope this letter addresses the public's concerns in sufficient detail allowing the City of Garden Ridge Planning & Zoning Commission to provide a recommendation for approval to the City Council of our Special Use Permit. Thank you for your time and consideration of our Special Use Permit application. If you have any questions regarding this letter or any other matter involving our project, please contact Eric Wilbur directly at 210-573-1947 or eric.wilbur@nebc.ch.

Sincerely,



Drew Leaver, Lead Pastor
Northeast Bible Church
19185 FM 2252
Garden Ridge, Texas 78266

April 29, 2019

City of Garden Ridge
Attn: Dan Mummert
City Engineer
9400 Municipal Parkway
Garden Ridge, Texas 78266

Re: Northeast Bible Church
Drainage Update

Mr. Mummert;

This letter is being submitted to provide a summary of the current drainage conditions in the vicinity of the North East Bible Church property and the improvements that are proposed in association with the church expansion. There is an existing detention pond located in northwest corner of the church property. Approximately 15.4-acres including areas upstream of the church drain to this pond. This will remain unchanged as a result of the proposed improvements.

In years past there have been reported drainage problems downstream of the church in the subdivision to the northwest. As part of the church expansion the church offered to modify the current previously approved detention pond to reduce the outgoing flows and improve the drainage conditions for downstream property owners. While the church wishes to act as a good neighbor and help alleviate existing drainage issues not of their making, the church remains in full compliance with City requirements and no additional stormwater improvements are required in conjunction with the proposed project.

In order improve the drainage conditions downstream, the church will modify the existing outfall structure of the pond to decrease pond discharge. Currently, the outfall structure is a 30-inch CMP pipe that discharges in the northwest corner of the church property. The proposed drainage modification focuses on reducing the storm discharge during the more common storm events (2-, 5-, & 10-year storm events). In order to accomplish this the church will add a concrete structure that surrounds the 30-inch outfall pipe. Two 12-inch openings will be placed in the proposed concrete structure at different elevations. These 12-inch openings will act as restrictors and cause the water to buildup in the pond and reduce the flow from the pond. As a result of these proposed pond improvements the proposed flows out of the pond will be less for all storm events studied. Below is a table showing the existing & proposed flows (including new project buildings) with a percentage of proposed flows versus the existing.

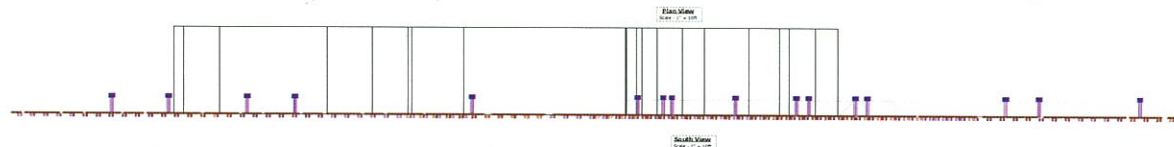
	Storm Events				
	Q2	Q5	Q10	Q25	Q100
Existing Conditions Flows (cfs)	27.14	30.77	33.78	37.82	42.31
Proposed Conditions Flows (cfs)	11.98	12.88	16.7	27.09	40.54
Percent of Existing Flow	44%	42%	49%	72%	96%

We appreciate your time and consideration in this matter. Should additional information be required, please contact our office.

Sincerely,
KFW Engineers

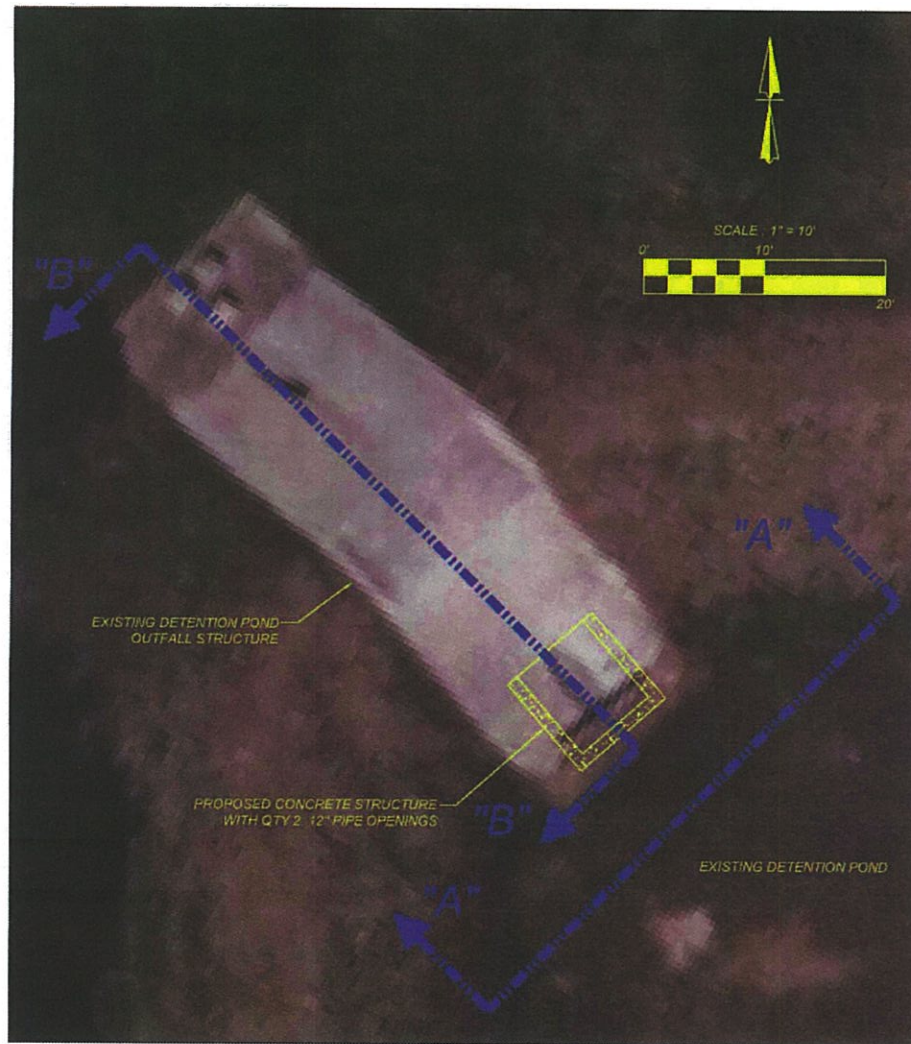


Frank D. Corey, P.E.
Senior Project Manager



Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Calc Zone #1	+	0.3 fc	2.6 fc	0.0 fc	N/A	N/A
Calc Zone #2	+	0.2 fc	2.7 fc	0.0 fc	N/A	N/A
Calc Zone #3	+	0.3 fc	2.6 fc	0.0 fc	N/A	N/A

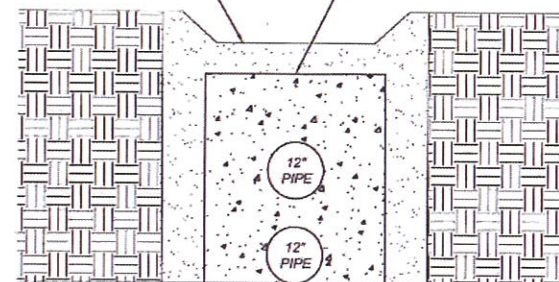
This document was prepared to convey a concept and not detail a working system. Spectrum Lighting, Inc. makes no representation, express or implied, with respect to the use of the information conveyed in this document, regardless of its format or the means of its distribution. Any specific information regarding the installation must be provided by the manufacturer of the equipment. There is no guarantee or representation to the user as to the accuracy, currency, suitability or reliability of this document for any purpose.



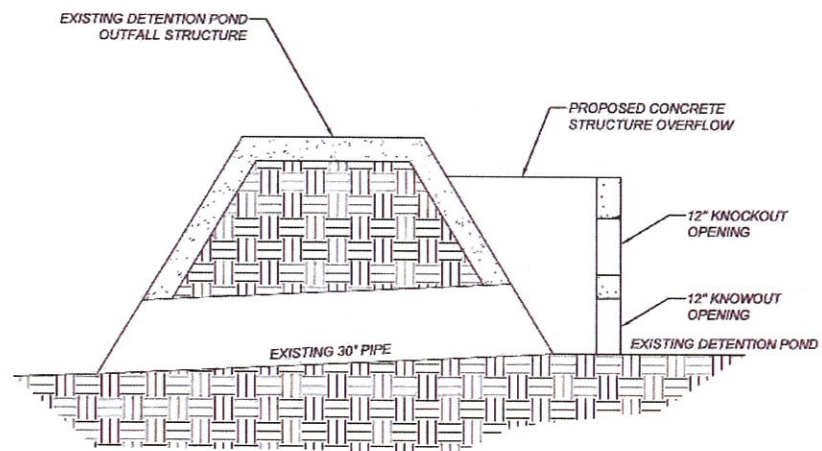
	Storm Events				
	Q2	Q5	Q10	Q25	Q100
Existing Conditions Flows (cfs)	27.14	30.77	33.78	37.82	42.31
Proposed Conditions Flows (cfs)	11.98	12.88	16.7	27.09	40.54
Percent of Existing Flow	44%	42%	49%	72%	96%

EXISTING DETENTION POND
OUTFALL STRUCTURE

PROPOSED CONCRETE STRUCTURE
WITH QTY 2. 12" PIPE OPENINGS



CROSS SECTION "A-A"
N.T.S.



CROSS SECTION "B-B"
N.T.S.

KFW
ENGINEERS & SURVEYORS
INCORPORATED

DATE

DESIGN

THIS DOCUMENT IS
THE PROPERTY OF
KFW ENGINEERS &
SURVEYORS, INC.
IT IS TO BE USED FOR
THE PROJECT AND
LOCATION ONLY.

NE BIBLE CHURCH
PRELIMINARY DETENTION POND REDESIGN

DATE
SCALE
SHEET NUMBER
EX-1

THIS DOCUMENT AND ANY PARTS THEREOF ARE NOT TO BE USED FOR ANY OTHER PROJECT OR LOCATION WITHOUT THE WRITTEN CONSENT OF KFW ENGINEERS & SURVEYORS, INC.



NOTE: EXISTING IMPERVIOUS COVER 264,811 SF (31.7%) AND
PROPOSED IMPERVIOUS COVER 303,930 SQ FT (33.7%)



IMPROVEMENT SITE PLAN

SCALE
1" = 30'-0"

SITE LEGEND

- LIMITS OF WORK
- - - PROPERTY LINE
- - - EASEMENT
- - - ACCESSIBLE PATH OF TRAVEL
- (N) BUILDING
- (E) EXISTING BUILDINGS
- (N) HARDSCAPE - REF CIVIL DWGS

KEYNOTES

102	PROVIDE NEW CONC WALK MATCH ADJACENT WALK FRESH BLEND
121	EXISTING FIRE HYDRANT
122	NEW 30" x 75" FIRE LANE, REFER TO CIVIL DRAWINGS
124	EXISTING SPACES TO REMAIN, MODIFY TO ADD ADA COMPLIANT SPACES AS SHOWN
128	EXISTING WATER DETENTION AREA
127	REFER TO PARKING DETAILS, SEE SHEET SP2.1
128	EXISTING GRAVEL LOT
130	EASEMENT

BUILDING ANALYSIS

BUILDING AREA CALCULATIONS:	CONST. TYPE	DEC. TYPE	FOOTPRINTS	TOTAL AREA
EXISTING TO BE REMOVED				
EXISTING RESIDENCE OFFICES TO BE REMOVED			0 S.F.	0 S.F.
EXISTING				
B - 10TH BLDG EXISTING FELLOWSHIP (WORSHIP)	108	E	10,570 S.F.	10,570 S.F.
C - CHILDREN'S BUILDING	1	E	14,134 S.F.	14,134 S.F.
D - EARLY CHILDHOOD	108	E	13,378 S.F.	13,378 S.F.
E - ADMINISTRATION / FELLOWSHIP	1	X	11,478 S.F.	11,478 S.F.
WAYPOINT LOBBY			40,480 S.F.	40,480 S.F.
PROPOSED BUILDING				
A - WORSHIP CENTER	108	A-3	14,295 S.F.	14,295 S.F.
WAYPOINT LOBBY	108	A-3	4,225 S.F.	4,225 S.F.
SUB TOTAL			18,520 S.F.	18,520 S.F.
TOTAL AREA			87,895 S.F.	87,895 S.F.

PARKING TABULATION

FACILITY	AREA OR SEATS	FACTOR	REQUIRED PARKING	
			WEEKEND	WEEKDAY
BUILDING A - WORSHIP CENTER - FIXED SEATS	428 SEATS	1 PER 4 SEATS	107	-
BUILDING A - WORSHIP CENTER - NON-FIXED SEATS	3,000 SF	1 PER 100 SF	30	-
WAYPOINT LOBBY	4,225 SF	1 PER 200 SF	21	-
(E) BUILDING B - YOUTH BUILDING	5,254 SF	1000 SF	26	26
INDOOR RECREATIONAL AREA	5 CLASSROOMS	30 CLASSROOM	15	15
OUTDOOR RECREATIONAL AREA	2,313 SF	1800 SF	2	-
(E) BUILDING C - CHILDREN'S BUILDING	8 CLASSROOMS	20 CLASSROOM	16	16
SUNDAY SCHOOL	1 OFFICE	20 OFFICE	2	2
(E) BUILDING D - EARLY CHILDHOOD BLDG	110 KIDS	100 KIDS	11	11
2 OFFICES	1 OFFICE	1	1	1
(E) BUILDING E - ADMINISTRATION	11,478 SF	1 PER 300 SF	38	38
TOTALS:			271	110

PARKING PROVIDED

EXISTING	332 STALLS	3 REQUIRED TO BE ACCESSIBLE STALLS PER TABLE 1106.1
PROPOSED	25	1 REQUIRED TO BE VAN ACCESSIBLE STALLS
TOTAL	357 STALLS	4 REQUIRED TO BE ACCESSIBLE STALLS PER TABLE 1106.1

17 ACCESSIBLE STALLS PROVIDED INCLUDING 3 VAN ACCESSIBLE

REVISIONS

NO DATE COMMENT

**NORTHEAST BIBLE CHURCH
SITE IMPROVEMENTS
IMPROVEMENT SITE PLAN**

PROJECT NAME
ADDRESS
CITY
STATE
ZIP

BUILDING PERMIT NO.

Checker

USE PERMIT NO.

Approver

PROJECT MANAGER

V. TEETER

PROJ. NO. 3135

DATE 5/7/2019

PROJECT STATUS

CD 1

SHEET NO.

SP1.1

Planning and Zoning Form 3
APPLICATION FOR SPECIAL USE PERMIT
(Type or Print)

1. Date: 12/18/18 Case #: _____
2. Applicant Name: Northeast Bible Church
(First) (Middle) (Last)
- Doing Business as: _____
(First) (Middle) (Last)
- Texas Sales & Use Tax Permit Number: N/A
3. Mailing Address: 19185 FM 2252
(Street)
Garden Ridge, TX 78266
(City) (State) (Zip)
- Phone: (210)-651-5462
4. Physical Address of Business: 19185 FM 2252
(Street) Garden Ridge, TX 78266
(City) (State) (Zip)
- Phone: (210)-651-5462
5. Applicant's relationship to property or business:
Sole owner ☒ Part owner ☐ Other: _____
(Specify)
(If not sole owner, furnish a notarized letter of authorization from all owners as attachment 1.)
6. Legal description of property on which business is to be located:
Plat: Lot(s) 1 Block(s) 1
Subdivision North East Bible Church
Acreage: 19.12 (If acreage, provide separate metes and bounds description as attachment 2.)
Property Deed recorded in Comal County Doc # 200706009318
7. Existing use of property; Church
8. Use of property being requested (Be specific and give details - attach additional sheets as needed):
Church

9. Give dimensioned map with north orientation, scaled 100 or 200 feet per inch, of the property showing all streets and parcels of land within 300 feet of the property as attachment 3. Key each adjoining land parcel to a list of current owners and addresses as attachment 4.

10. Give site plan showing location, dimensions and uses of existing or proposed structures, easements, water sources, fences, curb cuts, street and alley right-of-way lines within one foot of property for which variance is requested, on another map of larger scale, as attachment 5.

11. Identify any deed restrictions on agriculture, residential, business or other use. If none, so state: None

12. The undersigned hereby requests that the property identified in this application be approved for the Special Use(s) requested above in accordance with in accordance with Garden Ridge City Ordinance 13, section 12. I consent to the posting of hearing notices on the said property. I understand that the information provided herein might be used by the City of Garden Ridge for sending required notices to adjacent property owners, if required. I bear full responsibility and liability for any losses or costs incurred by the City, or others, caused by errors or omissions in this application.

13. Applicant Signature: [Signature] 12/19/18

Attachments:

1. Owner(s) letters of authorization, if applicable
2. Metes and Bounds description of property, if applicable
3. Map of property
4. List of adjacent property owners
5. Site plan
6. Check for Special Use Permit fee per Garden Ridge City Ordinance 11.

----- CITY USE ONLY -----
Special Use Permit

		Date
City Admin.:	Application received	_____
	Application verified	_____
	Fee received \$_____ Check #_____	_____
	Application sent to P&Z	_____
P&Z:	Owners' acceptance of application	_____
	Notice to adjoining property owners, if required	_____
	Notice of public hearing, if required	_____
	Public hearing conducted, if required	_____
	P&Z decision on Special use Permit	_____
City Council:	P&Z recommendation to City Council	_____
	Notice to adjoining property owners, if required	_____
	Notice of public hearing, if required	_____
City Admin.:	Public hearing conducted, if required	_____
	Applicant notified of Council Decision	_____

REC#: 00221007 2/27/2019 1:59 PM
TRAN: 112.0000 P&Z VARIANCE FEES
OPER: CASH TERM: 001
REF#: 1217kb
TENDERED: 250.00 1 CHECK(S)
APPL FEE: 250.00
CHARGE: 0.00
55
TEND: SPECIAL USE PERMIT
P&Z VARIANCE FILING 250.00CR



City of Garden Ridge

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

Date: May 2, 2019

Vice Chair Dr. Jim Miller
Nancy Cain, City Administrator
Marisa Spencer, City Secretary

Thank you for the opportunity to serve Garden Ridge. I am resigning from Planning and Zoning Commission effective May 2, 2019.

Sincerely,

A handwritten signature in dark ink, appearing to read "Mark Hausheer". The signature is fluid and cursive, written in a professional style.

Mark Hausheer

Planning and Zoning Commission Rolling Attendance

	2/13/18 Regular Meeting	3/13/18 Regular Meeting	4/10/18 Regular Meeting	5-10-18 Regular Meeting	6-12-18 Regular Meeting	7-10-18 Regular Meeting	8/10/18 Special Meeting	8/14/18 Regular Meeting	08/27/18 Special Meeting	9/11/18 Regular Meeting	10/9/18 Regular Meeting	11/13/18 Regular Meeting	11/15/18 Regular Meeting	12/11/18 Regular Meeting	12/20/18 Regular Meeting	01/08/19 Regular Meeting	01/17/19 Regular Meeting	02/12/19 Regular Meeting
Miller	P	P	P	P	P	P	P-QNM	P	P	P	P	P	P	P	P	P	P	P
Diaz	P	P	P	P	VAA	P	P-QNM	P	P	P	P	VAA	VAA	P	P	P	P	P
Hausheer		P	P	VAA	P	P	P-QNM	P	P	P	P	P	P	P	P	P	P	P
Ringle	P	P	P	P	P	P	UA	UA	P	P	P	P	P	VAA	UA	UA		
Heier	P	P	P	P	P	VAA	P-QNM	P	P	UA	P	P	P	P	P	P	VAA	P
Dauer												P	P	P	UA	P	P	P
Owen	P	P	E	P	VAA	UA	VAA	P	P	P	P	P	P	P	UA	P	P	P

	2/21/19 Regular Meeting	3/12/19 Regular Meeting	4/9/19 Regular Meeting	4/18/19 Regular Meeting	5/16/19 Regular Meeting													
Miller	P	P	P	P														
Diaz	P	P	P	P	VAA													
Hausheer	P	P	P	P														
Valdez		P	P	P														
Heier	P	P	P	P														
Dauer	E	P	P	P														
Owen	P	P	P	P														

P	Present
P-QNM	Present- no quorum
E	Excused allowed in Ord. 210
VAA	Voluntary Announced
UA	Unannounced Absence
	Not member yet

Planning and Zoning Commission's Attendance at 2019 City Council Regular Meetings

	1/2/19 Regular Meeting	2/6/19 Regular Meeting	3/6/19 Regular Meeting	4/3/19 Regular Meeting	5/1/19 Regular Meeting							Total for year
Miller	P	P	P	P	P							5
Diaz	P		P	P	P							4
Hausheer	P			P	P							3
Valdez	P	P	P	P	P							5
Heier	P	P		P	P							4
Dauer			P		P							2
Owen												0

	Met requirements in Ordinance 210
	NOT met requirements in Ordinance 210

Future Agenda Items

Planning and Zoning Commission

June 11, 2019 Regular Meeting

- | | | |
|------------------------|------------|---|
| 14 days before Meeting | (05/28/19) | Commission and Staff items are due |
| 9 days before Meeting | (06/02/19) | City Administrator and Chair review agenda. City Attorney is sent the agenda for approval. |
| 7 days before Meeting | (06/04/19) | Post Agenda on bulletin board and Commission will receive packet
(allowing a day and half for corrections and to request additional information to be added) |
| 6 days before Meeting | (06/05/19) | Post Agenda Packet to City Website |
| 3 days before Meeting | (06/08/19) | (72 hours) – Local Government Code requirement for posting |

City Council = Red
Impact Fee Committee = Pink
Quarry Commission = Purple
Planning & Zoning = Green
Water Commission = Blue
Wildlife Management Advisory Commission = Brown
City Holiday = Orange
Municipal Court = Gray

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

1. Minutes 05-16-19

Petition/Public Hearings/Recommendation

Discussion/Reports

1. Freese and Nichols, Inc.
2. Ordinance 210
3. Future Agenda Items
 - a. Commissioner Input
 - b. Set next meeting (if necessary) June 20, 2019, at 6pm

Executive Session

June 20, 2019 Regular Meeting

- | | | |
|-------------------------------|------------|---|
| 14 days before Meeting | (06/06/19) | Commission and Staff items are due |
| 9 days before Meeting | (06/11/19) | City Administrator and Chair review agenda. City Attorney is sent the agenda for approval. |
| 7 days before Meeting | (06/13/19) | Post Agenda on bulletin board and Commission will receive packet
(allowing a day and half for corrections and to request additional information to be added) |
| 6 days before Meeting | (06/14/19) | Post Agenda Packet to City Website |
| 3 days before Meeting | (06/17/19) | (72 hours) – Local Government Code requirement for posting |

City Council = Red
 Impact Fee Committee = Pink
 Quarry Commission = Purple
 Planning & Zoning = Green
 Water Commission = Blue
 Wildlife Management Advisory Commission = Brown
 City Holiday = Orange
 Municipal Court = Gray

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

Petition/Public Hearings/Recommendation

Discussion/Reports

1. Freese and Nichols, Inc.
2. Ordinance 210
3. Future Agenda Items
 - c. Commissioner Input
 - d. Set next meeting (if necessary) July 9, 2019, at 6pm

Executive Session

PENDING FUTURE AGENDA ITEMS

1. MLUP Ordinance clean up (Trevino)
2. Freese and Nichols, Inc.