



City of Garden Ridge

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

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

The Garden Ridge Planning and Zoning Commission will meet in a regular session on Tuesday, November 12, 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 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 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 must follow these guidelines:

a) Respect and courtesy:

1. Direct your comments to the entire Commission, not to an individual member, nor to the audience.
2. Show the Commission the same respect that you would like to be shown.
3. End your speaking at the time allotted below.

b) Speaking:

1. First citizen comment period.
 - 1.1. You are required to sign up to speak and you are limited to one 3-minute period.
2. Second citizen comment period.
 - 2.1. You are not required to sign up and you are limited to one 2-minute period.
3. State your name and address before your comments begin.
4. 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 following items are for discussion, consideration, and/or action.

a) Approvals

1. Approval of Minutes for September 19, 2019, Planning and Zoning Commission Regular Meeting.

b) Discussions/Reports/Updates

1. Items applicable to the Planning and Zoning Commission discussed at the October 2, 2019, and November 6, 2019, City Council Regular Meetings.
2. Freese and Nichols, Inc. for Zoning Ordinance rewrite assistance.
 - 2.1. Discuss and make possible recommendations related to the Draft Zoning Ordinance.

c) **Future Agenda Items**

1. Commissioners input on agenda items.
2. Announce the date, time, and location for next meeting (November 21, 2019, at 6:00 p.m. at City Hall).

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

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.

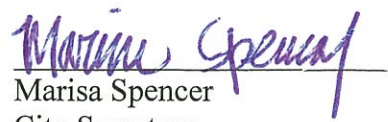
Action by Commission Authorized:

The Commission may vote or act upon any item within this agenda.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of the City Council, other city boards, commissions, and/or committees may attend the meeting in numbers that may constitute a quorum of the City Council, 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.

This is to certify that I, Marisa Spencer, posted this Agenda at 4:00 p.m. on November 4, 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



MINUTES
PLANNING AND ZONING COMMISSION REGULAR MEETING
THURSDAY, SEPTEMBER 19, 2019, 6:00 P.M.

Commissioners Present:

Chair Dr. Jim Miller
Vice-Chair Karen Diaz
Commissioner David Heier
Commissioner Kitty Owen
Commissioner Jesse Valdez
Commissioner Kerim Jacaman

Commissioners Absent:

Commissioner David Dauer (Excused Absence)

City Staff, City Councilmembers, or Other Commissioners Present:

Nancy Cain, City Administrator
Marisa Spencer, City Secretary
Adolfo Ruiz, City Attorney

1. Call to Order

With a quorum of the Planning and Zoning Commissioners 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, September 19, 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:

Billy Chamberlin, 8810 Comanche Path, spoke regarding requests for variances to City Ordinances.

5. Business Items

The following items are for discussion, consideration, and/or action.

a) Approvals

1. Approval of Minutes for August 13, 2019, Planning and Zoning Commission Regular Meeting

Motion: A motion was made by Commissioner Valdez, seconded by Commissioner Owen, to approve the minutes for August 13, 2019, Planning and Zoning Commission Regular Meeting. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

b) Discussions/Reports/Updates

1. Items applicable to the Planning and Zoning Commission discussed at the September 4, 2019, City Council Regular Meeting.

Chair Dr. Miller stated the City Council approved the reappointments of himself, Commissioner Heier, Commissioner Valdez, and Commissioner Dauer. The Commission discussed the strategic steering committee members from the Planning and Zoning Commission.

2. 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.

2.1. Receive recommendations and consideration of appointment of Planning and Zoning Commission Chair and Vice-Chair for a one-year term effective October 1, 2019.

Chair Dr. Miller and Vice-Chair Diaz expressed they would like to continue serving as Chair and Vice-Chair.

Motion: A motion was made by Commissioner Owen, seconded by Commissioner Heier, to reappoint Commissioner Dr. Jim Miller as Planning and Zoning Commission Chair and Commissioner Karen Diaz as Planning and Zoning Commission Vice-Chair for a one-year term effective October 1, 2019. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

2.2. Discuss and make recommendations related to application of ordinance provisions to commission members, if needed.

Chair Dr. Miller spoke regarding the requirement of attending two (2) City Council regular meetings each calendar year. The Commission discussed the rolling attendance requirement for Planning and Zoning Commission meetings.

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

3.1. Discuss and make possible recommendations related to the Draft Zoning Ordinance.

Nancy Cain, City Administrator, provided the Commission with an update on the most recent meeting with Freese and Nichols, Inc. She spoke regarding Freese and Nichols, Inc. representatives identifying areas in the Draft Zoning Ordinance that were affected by legislative changes. The Commission discussed regulatory incentives as well as possible next steps in moving forward with the ordinance rewrite.

c) Future Agenda Items

1. Commissioners input on agenda items.

The Commission requested a Freese and Nichols, Inc. representative attend a future Commission meeting to address questions and concerns. Vice-Chair Diaz requested to discuss Resolution 439-092018 setting the day, time, and place of regular meetings of the Planning and Zoning Commission. Commissioner Heier requested to add strategic steering committee update as a rolling agenda item.

2. Announce the date, time, and location for next meeting (October 8, 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, October 8, 2019, at 6:00 p.m. at City Hall. Commissioner Heier stated he will be absent at this meeting.

6. Citizen Comment Period

Billy Chamberlin, 8810 Comanche Path, spoke regarding regulatory incentives.

7. Adjournment

Motion: A motion was made by Commissioner Valdez, seconded by Commissioner Owen, to adjourn. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further business, the Thursday, September 19, 2019, Planning and Zoning Commission Regular Meeting was adjourned at 6:36 p.m. by Chair Dr. Miller.

Dr. Jim Miller, Chair

ATTEST:

Marisa Spencer
City Secretary

**SIGN IN TO SPEAK AT THE SEPTEMBER 19, 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. Billy Chamberlin	8810 Comanche Path	Blackwell Insurance Property
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Planning and Zoning Commission Rolling Attendance

	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	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	6/11/19 Regular Meeting	6/20/19 Regular Meeting	7/9/19 Regular Meeting	7/18/19 Regular Meeting	8/13/19 Regular Meeting	9/19/19 Regular Meeting	11/12/19 Regular Meeting
Miller	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
Diaz	P	P	P	P	P	P	P	P	P	VAA	P	P	P	VAA	P	P	
Jacaman													P	P	P	P	
Valdez							P	P	P	P	P	VAA	P	P	P	P	
Heier	P	P	P	VAA	P	P	P	P	P	P	P	P	VAA	P	VAA	P	
Dauer	P	UA	P	P	P	E	P	P	P	P	P	P	P	P	P	E	
Owen	P	UA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	

P: Present

E: Excused allowed in Ordinance 210

VAA: Voluntary Announced Absence

UA: Unannounced Absence

Gray: 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	6/5/19 Regular Meeting	7/3/19 Regular Meeting	8/7/19 Regular Meeting	9/4/19 Regular Meeting	10/2/19 Regular Meeting	11/6/19 Regular Meeting	12/4/19 Regular Meeting	Total for year
Miller	P	P	P	P	P	P	P	P	P	P			10
Diaz	P		P	P	P	P		P	P	P			8
Jacaman							P		P				2
Valdez	P	P	P	P	P	P	P	P	P	P			10
Heier	P	P		P	P	P	P						6
Dauer			P		P	P	P		P	P			6
Owen						P			P	P			3

	Met requirements in Ordinance 210
	NOT met requirements in Ordinance 210

Future Agenda Items

Planning and Zoning Commission

November 21, 2019 Regular Meeting

- | | | |
|-------------------------------|------------|--|
| 14 days before Meeting | (11/07/19) | Commission and Staff items are due |
| 7 days before Meeting | (11/14/19) | City Administrator and Chair review agenda. City Attorney is sent the agenda for approval. |
| 6 days before Meeting | (11/15/19) | Post Agenda on bulletin board and Commission will receive packet |
| 3 days before Meeting | (11/18/19) | Post Agenda Packet to City Website |
| 3 days before Meeting | (11/18/19) | (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

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

Approvals/Discussion/Reports

- Freese and Nichols, Inc. / Zoning Ordinance / Ordinance 210 / Resolution 439-092018 (setting the day, time, and place of regular meetings of the Planning and Zoning Commission)
- Future Agenda Items: Commissioner Input / Set next meeting

December 10, 2019 Regular Meeting

- | | | |
|-------------------------------|------------|--|
| 14 days before Meeting | (11/26/19) | Commission and Staff items are due |
| 8 days before Meeting | (12/02/19) | City Administrator and Chair review agenda. City Attorney is sent the agenda for approval. |
| 6 days before Meeting | (12/04/19) | Post Agenda on bulletin board and Commission will receive packet |
| 4 days before Meeting | (12/06/19) | Post Agenda Packet to City Website |
| 3 days before Meeting | (12/07/19) | (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
 Municipal Court/Annual Tree Lighting = Gray
 City Holiday = Orange

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				

Approvals/Discussions/Reports

- November Minutes
- Freese and Nichols, Inc. / Zoning Ordinance / Ordinance 210
- Future Agenda Items: Commissioner Input / Set next meeting

PENDING FUTURE AGENDA ITEMS

- Ordinance No. 55 (temporary signs/time restriction on temporary signs)
- Resolution 439-092018 (setting the day, time, and place of regular meetings of the P&Z Commission)