



MINUTES
PLANNING AND ZONING COMMISSION REGULAR MEETING
TUESDAY, MARCH 10, 2020, 6:00 P.M.

Commissioners Present:

Vice-Chair Karen Diaz
Commissioner Jesse Valdez
Commissioner David Heier
Commissioner David Dauer
Commissioner Kitty Owen

Commissioners Absent:

Chair Dr. Jim Miller (Voluntary Announced Absence)
Commissioner Kerim Jacaman (Voluntary Announced Absence)

City Staff, City Councilmembers, or Other Commissioners Present:

Nancy Cain, City Administrator
Marisa Spencer, City Secretary
Cynthia Trevino, City Attorney
Councilmember Kay Bower

1. Call to Order

With a quorum of the Planning and Zoning Commissioners present, Vice-Chair Diaz called the regular meeting of the Garden Ridge Planning and Zoning Commission to order at 6:00 p.m. on Tuesday, March 10, 2020, in the City Council Chambers of Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Roll Call: See above.

3. Pledge of Allegiance: Vice-Chair Diaz led the Pledge of Allegiance.

4. Citizen Comment Period – limited to 30 minutes total

No one signed up to speak.

5. Business Items

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

a) Approvals

1. Approval of Minutes for February 11, 2020, and February 20, 2020, Planning and Zoning Commission Regular Meetings.

Motion: A motion was made by Commissioner Dauer, seconded by Commissioner Valdez, to approve the minutes for February 11, 2020, and February 20, 2020, Planning and Zoning Commission Regular Meetings. The Commission voted four (4) 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 February 20, 2020, City Council Special Meeting and the March 4, 2020, City Council Regular Meeting.

Vice-Chair Diaz provided the Commission with an update on the items applicable to the Planning and Zoning Commission discussed at the February 20, 2020, City Council Special Meeting and the March 4, 2020, City Council Regular Meeting. She stated City Council approved the Commission's recommendation and granted two (2) variances and the Special Use Permit for 18875 FM 2252.

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

The Commission had nothing to discuss related to application of ordinance provisions at this time.

3. **Freese and Nichols, Inc. for Zoning Ordinance rewrite assistance.**
 - i. **Discuss and make possible recommendations related to the Draft Zoning Ordinance.**

Cynthia Trevino, City Attorney, provided the Commission with an update regarding removal of the incentive program from the Draft Zoning Ordinance and spoke regarding Chapter 380 of the Local Government Code.

The Commission discussed the revised Draft Zoning Ordinance and use charts contained in the Draft Zoning Ordinance provided by Freese and Nichols, Inc. The Commission discussed and provided edits, comments, and questions to the City Administrator, City Secretary, and City Attorney.

c) Future Agenda Items

1. **Commissioners input on agenda items.**

Vice-Chair Diaz requested the Commission receive an updated copy of the Draft Zoning Ordinance after staff and the City Attorney have made the necessary changes and edits. Commissioner Valdez requested the Commission discuss the strategic committee's role and timeline for presentation to City Council.

2. **Announce date, time, and location for next meeting (April 14, 2020, at 6:00 p.m. at City Hall).**

Vice-Chair Diaz stated the next Planning and Zoning Commission Regular Meeting is scheduled for Tuesday, April 14, 2020, 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 Commissioner Valdez, to adjourn. The Commission voted four (4) for and none (0) opposed. The motion carried unanimously. There being no further business, the Tuesday, March 10, 2020, Planning and Zoning Commission Regular Meeting was adjourned at 7:18 p.m. by Vice-Chair Diaz.

Karen Diaz
Vice-Chair

ATTEST:

Marisa Spencer
City Secretary

Planning and Zoning Commission

Rolling Attendance

	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	1/14/20 Regular Meeting	2/11/20 Regular Meeting	2/20/20 Regular Meeting	3/10/20 Regular Meeting	6/9/20 Regular Meeting
Miller	P	P	P	P	P	P	P	P	P	P	VAA	
Diaz	P	P	P	VAA	P	P	P	P	P	P	P	
Jacaman			P	P	P	P	P	P	P	P	VAA	
Valdez	P	VAA	P	P	P	P	P	P	P	VAA	P	
Heier	P	P	VAA	P	VAA	P	P	VAA	P	P	P	E
Dauer	P	P	P	P	P	E	P	P	UA	P	P	
Owen	P	P	P	P	P	P	P	P	P	P	P	E

P: Present

E: Excused allowed in Ordinance 210

VAA: Voluntary Announced Absence

UA: Unannounced Absence

Planning and Zoning Commission's Attendance for 2020 City Council Regular Meetings

	1/2/2020 Regular Meeting	2/5/2020 Regular Meeting	3/4/2020 Regular Meeting	6/3/2020 Regular Meeting	7/1/2020 Regular Meeting	8/5/2020 Regular Meeting	9/2/2020 Regular Meeting	10/7/2020 Regular Meeting	11/4/2020 Regular Meeting	12/2/2020 Regular Meeting	Total for year
Miller	P	P	P	P							4
Diaz		P		P							2
Jacaman											0
Valdez	P	P	P	P							4
Heier											0
Dauer											0
Owen			P								1

Met requirements in Ordinance 210

NOT met requirements in Ordinance 210

Future Agenda Items

Planning and Zoning Commission

July 14, 2020 Regular Meeting

14 days before Meeting	(06/30/2020)	Commission and Staff items are due
11 days before Meeting	(07/03/2020)	City Administrator and Chair review agenda. City Attorney is sent the agenda for approval.
7 days before Meeting	(07/07/2020)	Post Agenda and Commission will receive packet
4 days before Meeting	(07/10/2020)	Post Agenda Packet to City Website
3 days before Meeting	(07/11/2020)	(72 hours) – Local Govt. Code requirement for posting

City Council = Red

Quarry Commission = Purple

Planning & Zoning = Green

Water Commission = Blue

Wildlife Management Advisory Commission = Brown

Municipal Court = Gray

City Event (July 4th Celebration) = Yellow

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/Discussions/Reports

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

August 11, 2020 Regular Meeting

14 days before Meeting	(07/28/2020)	Commission and Staff items are due
8 days before Meeting	(08/03/2020)	City Administrator and Chair review agenda. City Attorney is sent the agenda for approval.
7 days before Meeting	(08/04/2020)	Post Agenda and Commission will receive packet
4 days before Meeting	(08/07/2020)	Post Agenda Packet to City Website
3 days before Meeting	(08/08/2020)	(72 hours) – Local Govt. Code requirement for posting

City Council = Red

Quarry Commission = Purple

Planning & Zoning = Green

Water Commission = Blue

Wildlife Management Advisory Commission = Brown

Municipal Court = 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

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PENDING FUTURE AGENDA ITEMS

- Discuss and make possible recommendations related to the Strategic Committee
- Ordinance No. 55 (temporary signs/time restriction on temporary signs)