



# City of Garden Ridge

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

## AGENDA

### PLANNING AND ZONING COMMISSION REGULAR MEETING

TUESDAY, OCTOBER 13, 2020, 6:00 P.M.

The Garden Ridge Planning and Zoning Commission will meet in a regular session on Tuesday, October 13, 2020, 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.
    - i. You are required to sign up to speak and you are limited to one 3-minute period.
  2. Second citizen comment period.
    - i. 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 action.

- a) Approval of Minutes for September 8, 2020, Planning and Zoning Commission Regular Meeting.
- b) Petition by Shawn Willis on behalf of Vaquero Grande, LLC, for rezoning from Residence-Agriculture (RA) District to Neighborhood Service (B-1) District of a 4.23 acre tract of land lying in Section 96, Abstract 120, of the George M. Dolson Survey, Comal County, Texas, being all of a remaining portion of a 4.402 acre tract of land described to Vaquero Grande, LLC, a Texas Limited Liability Company, recorded in Document 201906028430 of the Official Public Records of Comal County, Texas. The property is further located on the east side of F.M. 2252 across from Hickory Bend in Garden Ridge, Texas.
  1. Hold a public hearing.
  2. Discuss and make a recommendation regarding the petition.

c) Discussions/Reports/Updates

1. Items applicable to the Planning and Zoning Commission discussed at the October City Council Meeting.
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 and savings clause; and providing an effective date.
  - i. Interview possible candidates for Planning and Zoning Commission, Place 7 vacancy (term expiring September 30, 2022).
  - ii. Make recommendation to City Council for appointment of commissioner.
  - iii. Receive recommendations and consideration of appointment of Planning and Zoning Commission Chair and Vice-Chair for a one-year term effective October 2020.
  - iv. Make recommendations related to application of ordinance provisions to commission members, if needed.
3. Draft Zoning Ordinance.
  - i. Discuss and make possible recommendations related to the Draft Zoning Ordinance.
  - ii. Discuss and make possible recommendations related to the Strategic Committee.

d) Future Agenda Items

1. Commissioners input on agenda items.
2. Announce date, time, and location for next meeting (November 10, 2020, at 6:00 p.m. at City Hall).

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

See “Rules for Citizens’ Participation” under Item 4.

7. **Adjournment**

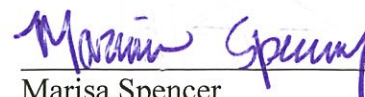
**AGENDA NOTICES:**

**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 10:00 a.m. on October 8, 2020, 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, SEPTEMBER 8, 2020, 6:00 P.M.

#### **Commissioners Present:**

Chair Dr. Miller

Vice-Chair Karen Diaz

Commissioner Jesse Valdez

Commissioner Kerim Jacaman

Commissioner David Heier

Commissioner Kitty Owen

#### **Commissioners Absent:**

Commissioner David Dauer (Excused)

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

Nancy Cain, City Administrator

Marisa Spencer, City Secretary

Kat Balbi, Assistant City Secretary

Cynthia Trevino, City Attorney

Councilmember Kay Bower

#### **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 Tuesday, September 8, 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:** Chair Dr. Miller led the Pledge of Allegiance.

#### **4. Citizen Comment Period:** No one signed up to speak.

#### **5. Business Items**

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

##### **a) Approval of Minutes for August 11, 2020, Planning and Zoning Commission Regular Meeting.**

**Motion:** A motion was made by Commissioner Owen, seconded by Commissioner Valdez, to approve the minutes for August 11, 2020, Planning and Zoning Commission Regular Meeting. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

##### **b) Petition by Richard R. Winkler for rezoning from Residence-Agriculture (RA) District to Light Industrial (L1) District of 4.761 acres of a 7.141 acre tract of land situated in the Vicente Micheli Survey 114, Abstract 383, the City of Garden Ridge, Comal County, Texas, and 11.178 acres of a 12.79 acre tract of land situated in the City of Garden Ridge, Texas, out of the Vicente Micheli Survey No. 114, Comal County, Texas; both tracts being out of the remainder of that certain 27.594 acre tract described in instrument to Versielene Buehring recorded in Volume 242, Page 143, of the Comal County Deed Records. The property is further located at the southwest corner of the intersection of Nacogdoches Road (F.M. 2252) and Nacogdoches Loop Road, Garden Ridge, Texas.**

Richard Winkler presented his petition for rezoning from Residence-Agriculture (RA) District to Light Industrial (L1) District of the property detailed above. He spoke regarding office buildings and warehouses, traffic on Nacogdoches Loop, and tax revenue.

**1. Hold a public hearing.**

Chair Dr. Miller opened the public hearing at 6:07 p.m.

One (1) citizen spoke regarding the petition and Marisa Spencer, City Secretary, read a written comment received from one (1) citizen (see attached).

Chair Dr. Miller closed the public hearing at 6:12 p.m.

**2. Discuss and make a recommendation regarding the petition.**

The Commission discussed the Application for Change of Zoning and the City's Master Land Use Plan. The Commission discussed the request being inconsistent with the City's Master Land Use Plan.

Cynthia Trevino, City Attorney, stated the request is not compliant with the City's Master Land Use Plan and Local Government Code requires that any change of zoning be compliant with the City's Comprehensive Plan.

**Motion:** A motion was made by Vice-Chair Diaz, seconded by Commissioner Heier, to recommend to City Council the denial of the petition by Richard R. Winkler for rezoning from Residence-Agriculture (RA) District to Light Industrial (L1) District of 4.761 acres of a 7.141 acre tract of land situated in the Vicente Micheli Survey 114, Abstract 383, the City of Garden Ridge, Comal County, Texas, and 11.178 acres of a 12.79 acre tract of land situated in the City of Garden Ridge, Texas, out of the Vicente Micheli Survey No. 114, Comal County, Texas; both tracts being out of the remainder of that certain 27.594 acre tract described in instrument to Versielene Buehring recorded in Volume 242, Page 143, of the Comal County Deed Records, further located at the southwest corner of the intersection of Nacogdoches Road (F.M. 2252) and Nacogdoches Loop Road in Garden Ridge based on the request not complying with the City's Master Land Use Plan. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

- c) Petition by Scott Smith for rezoning from Residence-Agriculture (RA) District to Neighborhood Service (B-1) District of 1.734 acres out of the George M. Dolson Survey 96, Abstract 120, Comal County, Texas and also being out of a 49.850 acre tract described in Volume 194, Page 138, of the Deed Records of Comal County, Texas. The property is further located on the southside of F.M. 2252 across from 19295 and 19269 F.M. 2252 in Garden Ridge, Texas.**

Scott Smith presented his petition for rezoning from Residence-Agriculture (RA) District to Neighborhood Service (B-1) District of the property detailed above and spoke regarding the proposed use of office/retail space.

**1. Hold a public hearing.**

Chair Dr. Miller opened the public hearing at 6:27 p.m.

No one wished to speak and Marisa Spencer, City Secretary, stated no written comments were submitted.

Chair Dr. Miller closed the public hearing at 6:28 p.m.

**2. Discuss and make a recommendation regarding the petition.**

The Commission discussed the Application for Change of Zoning and the City's Master Land Use Plan.

**Motion:** A motion was made by Vice-Chair Diaz, seconded by Commissioner Heier, to recommend to City Council the approval of the petition by Scott Smith, contingent on Mr. Smith providing proof of purchasing the property to the City Administrator, for rezoning from Residence-Agriculture (RA) District to Neighborhood Service (B-1) District of 1.734 acres out of the George M. Dolson Survey 96, Abstract 120, Comal County, Texas and also being out of a 49.850 acre tract described in Volume 194, Page 138, of the Deed Records of Comal County, Texas, further located on the southside of F.M. 2252 across from 19295 and 19269 F.M. 2252 in Garden Ridge. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

**Motion:** A motion was made by Vice-Chair Diaz, seconded by Commissioner Valdez, to recommend to City Council that the approval of the petition by Scott Smith for rezoning be contingent on Mr. Smith providing proof of purchasing the property to the City Administrator within thirty (30) days from the date the petition is considered by City Council. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

**d) Discussions/Reports/Updates**

**1. Items applicable to the Planning and Zoning Commission discussed at the September City Council Meeting.**

Chair Dr. Miller provided the Commission with an update on items applicable to the Planning and Zoning Commission discussed at the September City Council Meeting.

**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 and savings clause; and providing an effective date.**

**i. Discuss expiring terms (September 30, 2020) of Commissioner Diaz, Commissioner Jacaman, and Commissioner Owen.**

The Commission discussed the expiring terms of Vice-Chair Diaz, Commissioner Jacaman, and Commissioner Owen and the Commissioners indicated their desire to serve another term on the Planning and Zoning Commission. The Commission discussed Terms of Office detailed in Ordinance No. 210 as it relates to Commissioner Owen due to her exceeding the term limits and also receiving a waiver from City Council in 2018 allowing her to serve one (1) additional term for the purpose of good cause. The Commission further discussed the circumstances listed in Ordinance No. 210 for determining good cause as well as the guidance provided in Ordinance No. 210 regarding City Council granting waivers. Due to citizen interest in serving on the Commission, the conditions for a waiver could not be met.

Commissioner Owen thanked the City and the Commission for the opportunity to serve on the Planning and Zoning Commission for the past twenty-two (22) years and Commissioners thanked Commissioner Owen for her knowledge, dedication, and service to the City.

**ii. Make recommendations to City Council for consideration of reappointment.**

**Motion:** A motion was made by Commissioner Valdez, seconded by Commissioner Heier, to recommend to City Council the reappointment of Commissioner Diaz and Commissioner Jacaman to serve an additional two (2) year term on the Planning and Zoning Commission with terms expiring September 30, 2022. The Commission voted five (5) for and none (0) opposed.

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

The Commission had no further matters to discuss at this time.

**3. Draft Zoning Ordinance.**

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

Nancy Cain, City Administrator, provided the Commission with an update on the status of the Draft Zoning Ordinance and stated City Secretary Marisa Spencer is incorporating recommendations agreed upon by the Commission as well as editing and formatting the entire document. She stated once complete, the Commission will receive the updated document.

**ii. Discuss and make possible recommendations related to the Strategic Committee.**

The Commission discussed the role and goals of the Strategic Committee, which is composed of Commissioner Dauer, Commissioner Heier, Mayor Pro-Tem McCaw, and Councilmember Lantzy.

**e) Future Agenda Items**

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

None at this time.

**2. Announce date, time, and location for next meeting (October 13, 2020, at 6:00 p.m. at City Hall).**

Chair Dr. Miller stated the next Planning and Zoning Commission Regular Meeting is scheduled for Tuesday, October 13, 2020, at 6:00 p.m. at City Hall.

7. **Citizen Comment Period:** No one wished to speak.

8. **Adjournment**

**Motion:** A motion was made by Commissioner Owen, seconded by Commissioner Valdez, to adjourn. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further business, the Tuesday, September 8, 2020, Planning and Zoning Commission Regular Meeting was adjourned at 7:39 p.m. by Chair Dr. Miller.

ATTEST:

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Dr. Jim Miller  
Chair

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Marisa Spencer  
City Secretary

# WINKLER REZONING PETITION PUBLIC HEARING

PLEASE WRITE YOUR NAME AND ADDRESS.

1. Randy Cottleingham 19113 Nacey Lakes Loop —

2. \_\_\_\_\_

3. \_\_\_\_\_

4. The City Secretary read a comment submitted by the following citizen:

① Ronald Travis, President and owner of RATCO LLC, 154 Manchester Way

6. \_\_\_\_\_

7. \_\_\_\_\_

8. \_\_\_\_\_

9. \_\_\_\_\_

10. \_\_\_\_\_

11. \_\_\_\_\_

12. \_\_\_\_\_

13. \_\_\_\_\_

14. \_\_\_\_\_

15. \_\_\_\_\_

16. \_\_\_\_\_

17. \_\_\_\_\_

18. \_\_\_\_\_

19. \_\_\_\_\_

20. \_\_\_\_\_



**LEGAL NOTICE**  
**NOTICE OF PUBLIC HEARING**  
**CITY OF GARDEN RIDGE**  
**PLANNING AND ZONING COMMISSION**

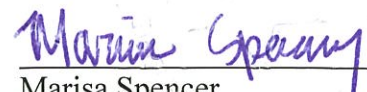
**The Planning and Zoning Commission of the City of Garden Ridge, Texas, will conduct a public hearing on Tuesday, October 13, 2020, at 6:00 p.m.** in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.

The purpose of the public hearing will be to consider a petition by Shawn Willis on behalf of Vaquero Grande, LLC, for rezoning from Residence-Agriculture (RA) District to Neighborhood Service (B-1) District of a 4.23 acre tract of land lying in Section 96, Abstract 120, of the George M. Dolson Survey, Comal County, Texas, being all of a remaining portion of a 4.402 acre tract of land described to Vaquero Grande, LLC, a Texas Limited Liability Company, recorded in Document 201906028430 of the Official Public Records of Comal County, Texas. The property is further located on the east side of F.M. 2252 across from Hickory Bend in Garden Ridge, Texas.

The public is invited and welcome to attend the public hearing in person and may submit oral comments on this matter. Alternatively, written comments on this matter may be submitted in accordance with the *City of Garden Ridge Notice of Procedures for Written Comments during Public Hearings* posted on the City's Website and on the bulletin board located at the entrance to the Garden Ridge City Hall.

The meeting can be viewed live on the City's YouTube Channel and will be archived on the City's Website for on demand viewing. Please feel free to contact City Hall at 210-651-6632 if you need additional information on this matter.

This is to certify that I, Marisa Spencer, posted this Legal Notice at 1:00 p.m. on September 22, 2020, 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

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## NOTICE OF PROCEDURES WRITTEN COMMENTS DURING PUBLIC HEARINGS

In an effort to protect public health and limit the potential spread of COVID-19, the City of Garden Ridge is offering an additional option to submit comments for a posted public hearing.

The public is invited and welcome to attend the public hearing in person and may submit oral comments on the matter. Alternatively, written comments on a matter contained in a posted **Notice of Public Hearing** may be submitted *up to two (2) hours before the meeting in which the public hearing will be held* via email to [citysecretary@ci.garden-ridge.tx.us](mailto:citysecretary@ci.garden-ridge.tx.us).

If citizens submit a written comment but choose to attend the public hearing and speak in person then be advised the written comment will not be read aloud.

When submitting written comments to be included as an official record during a public hearing, the following guidelines must be strictly adhered to and **any comments that fail to adequately meet these guidelines will not be read aloud:**

1. Comments must be received by the City Secretary before the deadline stated above.
2. Each citizen is limited to one 3-minute period, which also applies when the City Secretary is reading comments. Therefore, written comments should be limited to approximately 350 words or less.
3. State your name and address before your comments begin.
4. Direct your comments to the entire City Council, not to an individual member, nor to the audience.
5. Show the City Council the same respect that you would like to be shown.

As a reminder, all City Council and Commission meetings can be viewed live on the City's YouTube Channel or the City's Website. Additionally, these videos are bookmarked and archived on the City's Website for convenient on demand viewing.

Please feel free to contact City Hall at 210-651-6632 if you need additional information.

Respectfully,

Marisa Spencer  
City Secretary

Planning and Zoning Form 1  
**APPLICATION FOR CHANGE OF ZONING**  
(Type or Print)

1. Date: 09/14/2020 Case #: \_\_\_\_\_
2. Applicant Name: Shawn Willis  
(First) (Middle) (Last)
3. Mailing Address: 10223 McAllister Fwy., Suite 205  
(Street)  
San Antonio, TX 78216  
(City) (State) (Zip)  
Phone: (210-829-1600)
4. Applicant's relationship to property to be rezoned:  
Sole owner ( ) Part owner ( ) Other: Architect  
(Specify)  
(If not sole owner, furnish a notarized letter of authorization from all owners as attachment 1.)
5. Property location: 4.23 Acre tract on FM 2252 across from Hickory Bend Road  
(Street address or street property front)
6. Legal description: Property is not currently platted, A-120 SUR- 96 G M DOLSON, ACRES 4.2313  
Plat: Lot(s) \_\_\_\_\_ Block(s) \_\_\_\_\_  
Subdivision: \_\_\_\_\_  
Acreage: 4.23 (If acreage, provide separate metes and bounds description as attachment 2.)  
Instrument 201906028430 and 202006018060  
Property Deed recorded in Comal County Volume # \_\_\_\_\_ Page # \_\_\_\_\_
7. Existing use of property: Residence-Agriculture (RA) District - Vacant Tract
8. Proposed use of property: Development of multi-building mixed use retail and office complex.
9. Give dimensioned map with north orientation, scaled 100 or 200 feet per inch, of the property to be rezoned 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 to be rezoned, 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: \_\_\_\_\_  
No deed restrictions are applicable.

12. Reason for requesting zoning change (attach additional sheet if needed): \_\_\_\_\_

Development of multi-building mixed use retail and office complex to fit within the City's  
Master Land Use Plan.

13. The undersigned hereby requests that the property identified in this application be reclassified from: Residence-Agriculture (RA) District district to: Neighborhood Services District (B-1) district, in accordance with Garden Ridge City Ordinance 13. I consent to the posting of hearing notices on the said property. I understand that the information provided herein will be used by the City of Garden Ridge for sending required notices to adjacent property owners. 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.

14. Applicant Signature: \_\_\_\_\_

*John Willis*

\_\_\_\_ 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 zoning change fee per Garden Ridge City Ordinance 11.

----- CITY USE ONLY -----  
CHANGE OF ZONING

|               |                                        | 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'   | _____ |
|               | Notice of public hearing               | _____ |
|               | Public hearing conducted               | _____ |
|               | P&Z decision on rezoning               | _____ |
| City Council: | P&Z recommendation to City Council     | _____ |
|               | Notice to adjoining property owners'   | _____ |
|               | Notice of public hearing               | _____ |
| City Admin.:  | Public hearing conducted               | _____ |
|               | Applicant notified of Council Decision | _____ |
|               | Zoning ordinance change published      | _____ |

## OWNER AGENT AUTHORIZATION

10223 McAllister Fwy, Ste 205  
San Antonio, Texas 78216

210 829 1600 P  
210 829 1603 F.

September 16, 2020



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

Re: Vaquero Grande, LLC  
19243 FM 2252, Ste. 300,  
Garden Ridge, TX 78266  
4.23 Acre Tract on FM 2252, Garden Ridge, Texas 78266

Dear Ms. Cain:

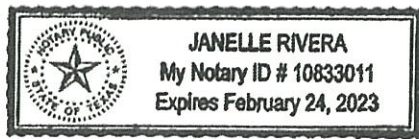
Please be advised that Shawn Willis of Acuform Architecture is hereby authorized to act as my agent in matters pertaining zoning, platting, and building regulatory efforts for the above referenced project. Please don't hesitate to contact me should you have any further questions or concerns.

Respectfully,

Dean Salyer  
Vaquero Grande, LLC

STATE OF TEXAS §  
COUNTY OF BEXAR §

On this the 16th day of September, 2020, Dean Salyer of Vaquero Grande, LLC, personally appeared before me and executed this document.



Notary Public in and for the State of Texas

Notary Public Printed or Typed Name



## Attachment 2

4.23 ACRES  
184,386 SQUARE FEET

### EXHIBIT "A"

**BEING** a 4.23 acres (184,386 square feet) tract of land lying in Section 96, Abstract 120, of the George M. Dolson Survey, Comal County, Texas, being all of a remaining portion of a 4.402 acre tract of land described to Vaquero Grande, LLC, a Texas Limited Liability Company, recorded in Document 201906028430, of the Official Public Records of Comal County, Texas, same being described by a drawing (120110\_V\_PLAT.DWG, dated September 11, 2020) attached to and made part hereof and more particularly described as follows:

**BEGINNING** at a found 1/2" iron rod with blue cap stamped "KFW SURVEYING", lying in the existing South right-of-way line of F.M. Road 2252 (Nacogdoches Road-variable width right-of-way), for the Northeast corner of the aforementioned remaining portion of a 4.402 acre tract, the Northwest corner of a 2.080 acre tract of land described to Sahota Holdings, LLC, a Texas Limited Liability Company, recorded in Document 201506045605, of the Official Public Records of Comal County, Texas, and the Northeast corner of the herein described 4.23 acre tract of land;

**THENCE** South 30°38'15" East (Record – S30°37'49"E), a distance of 430.09 feet, leaving the existing South right-of-way line of the aforementioned F.M. Road 2252, along the East line of the aforementioned remaining portion of a 4.402 acre tract and the West line of the aforementioned 2.080 acre tract, to a found 1/2" iron rod, lying in the existing North right-of-way line of Old F.M. road 2252 (Old Nacogdoches Road-variable width right-of-way), for the Southeast corner of said remaining portion of a 4.402 acre tract, the Southwest corner of said 2.080 acre tract, and the Southeast corner of the herein described 4.23 acre tract of land;

**THENCE** South 61°21'53" West, (Record – S61°22'08"W), a distance of 154.26 feet, along the existing North right-of-way line of the aforementioned Old F.M. Road 2252, to a found 1/2" iron rod, for a point of curvature of the herein described 4.402 acre tract of land;

**THENCE** Southwesterly along a curve to the left having a radius of 1,945.09 feet, an arc length of 251.78 feet, a delta angle 07°25'00", and a chord which bears South 57°14'53" West (Record – S57°15'09"W), a distance of 251.60 feet, continuing along the existing North right-of-way line of the aforementioned Old F.M. Road 2252 and the South line of the aforementioned remaining portion of a 4.402 acre tract, to a 1/2" iron rod set with plastic cap stamped "CDS/MUERY S.A. TX.", for the Southwest corner of said 4.402 acre tract, the Southeast corner of a 2.672 acre tract of land described to B.R.C.E. Properties, recorded in Document 201706054702, of the Official Public Records of Comal County, Texas, and for the Southwest corner of the herein described 4.23 acre tract of land;

**4.23 ACRES**  
**184,386 SQUARE FEET**

**THENCE** North  $18^{\circ}02'20''$  West (Record – N $18^{\circ}02'11''$ W), a distance of 655.18 feet, leaving the existing North right-of-way line of the aforementioned Old F.M. Road 2252, along the West line of the aforementioned remaining portion of a 4.402 acre tract, the East line of the aforementioned 2.672 acre tract, and the East line of a remaining portion of a 1.734 acre tract of land described to Gonzo properties, LLC, recorded in Document 201406013130, of the Official Public Record of Comal County, Texas, to a found TxDOT Type III Monument, lying in the existing South right-of-way line of the aforementioned F.M. Road 2252, for the Northwest corner of said remaining portion of a 4.402 acre tract, the Northeast corner of the aforementioned 1.734 acre tract, and the Northwest corner of the herein described 4.23 acre tract of land,

**THENCE** along the existing South right-of-way line of the aforementioned F.M. Road 2252 and the North line of the aforementioned 4.402 acre tract, the following three (3) calls:

South  $74^{\circ}55'18''$  East, a distance of 85.81 feet, to a found TxDOT Type III Monument, for an angle corner of the herein described 4.23 acre tract of land;

North  $86^{\circ}30'08''$  East, a distance of 140.08 feet, to a found TxDOT Type III Monument, for an angle corner of the herein described 4.23 acre tract of land;

4.23 ACRES  
184,386 SQUARE FEET

South 74°55'18" East (Record – S74°55'15"E), a distance of 111.88 feet, to the **PLACE OF BEGINNING** and containing 4.23 acre tract of land.

The bearing basis for this survey is Grid North, Texas State Plane Coordinate System, NAD83(2011), EPOCH: 2010, Texas South Central Zone (4204).

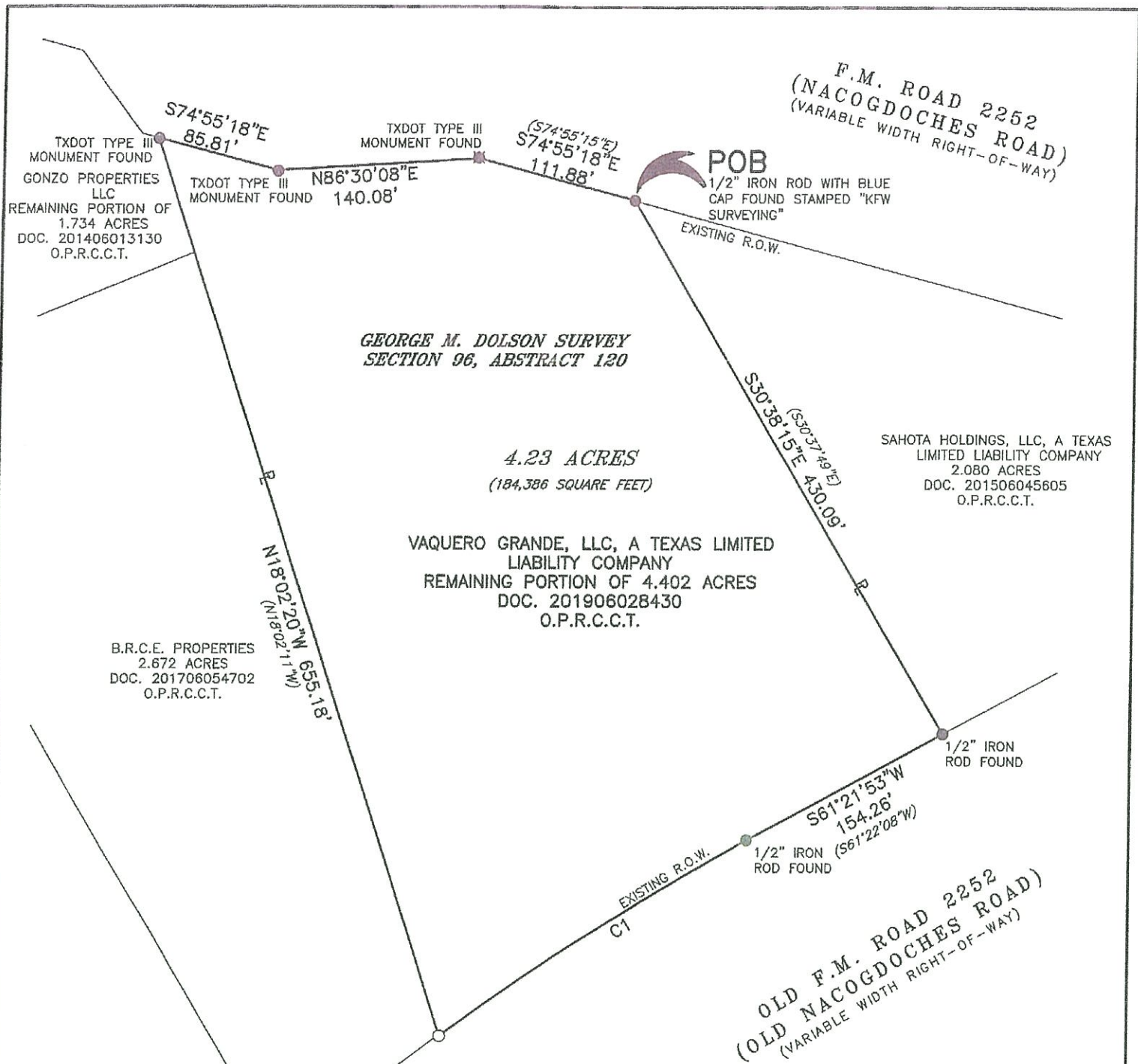
THE STATE OF TEXAS   X  
                                         X   **KNOWN TO ALL MEN BY THESE PRESENTS:**  
COUNTY OF BEXAR       X

I, Darryl L. Zercher, a Registered Professional Land Surveyor, do hereby certify that the above field notes were prepared using information obtained by an on the ground survey made under my direction and supervision in June 2020

Date 11 day of SEPTEMBER 2020 A.D.



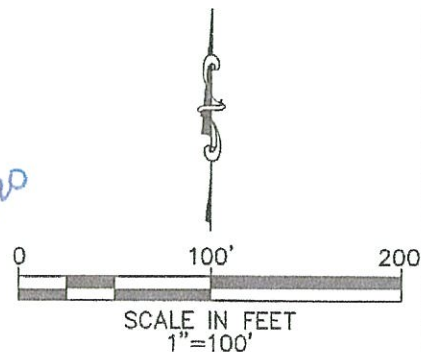
  
Darryl L. Zercher  
Registered Professional Land Surveyor  
No. 5609 - State of Texas



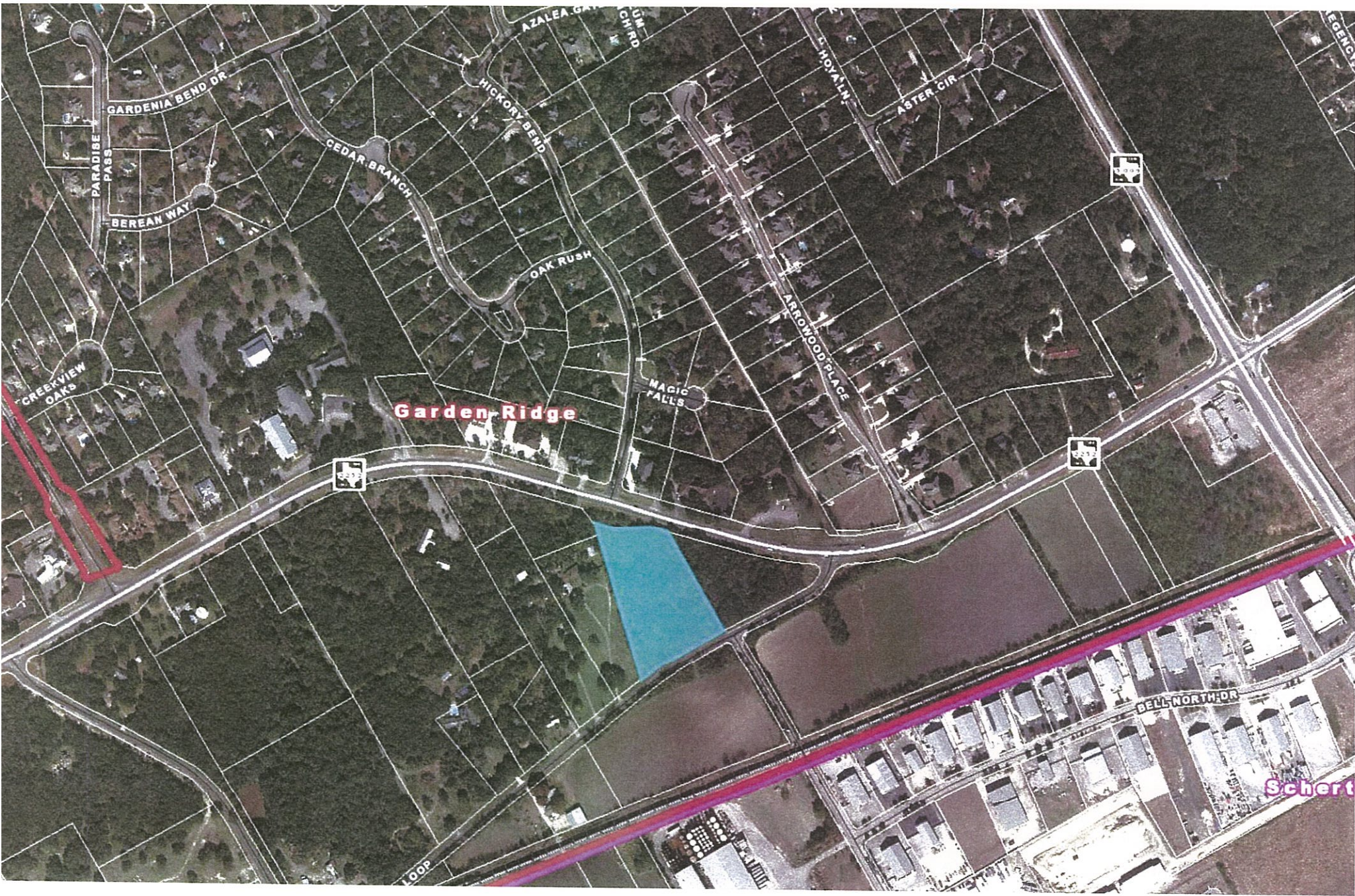
| CURVE | RADIUS    | LENGTH  | DELTA     | CHORD BEARING                       | CHORD LENGTH |
|-------|-----------|---------|-----------|-------------------------------------|--------------|
| C1    | 1,945.09' | 251.78' | 07°25'00" | S57°14'53"W<br>(RECORD-S57°15'09"W) | 251.60'      |

#### LEGEND

- — 1/2" IRON ROD SET WITH PLASTIC CAP  
STAMPED "CDS/MUERY S.A. TX."
- — FOUND MONUMENTATION
- POB — PLACE OF BEGINNING
- POC — PLACE OF COMMENCEMENT
- ℙ — PROPERTY LINES
- ℙ — SURVEY LINES
- R.O.W. — RIGHT-OF-WAY
- D.R.C.C.T. — DEED RECORDS OF COMAL COUNTY, TEXAS
- O.P.R.C.C.T. — OFFICIAL PUBLIC RECORDS OF COMAL COUNTY, TEXAS
- (RECORD) — RECORD CALL TAKEN FROM DOCUMENT  
201906028430, O.P.R.C.C.T.



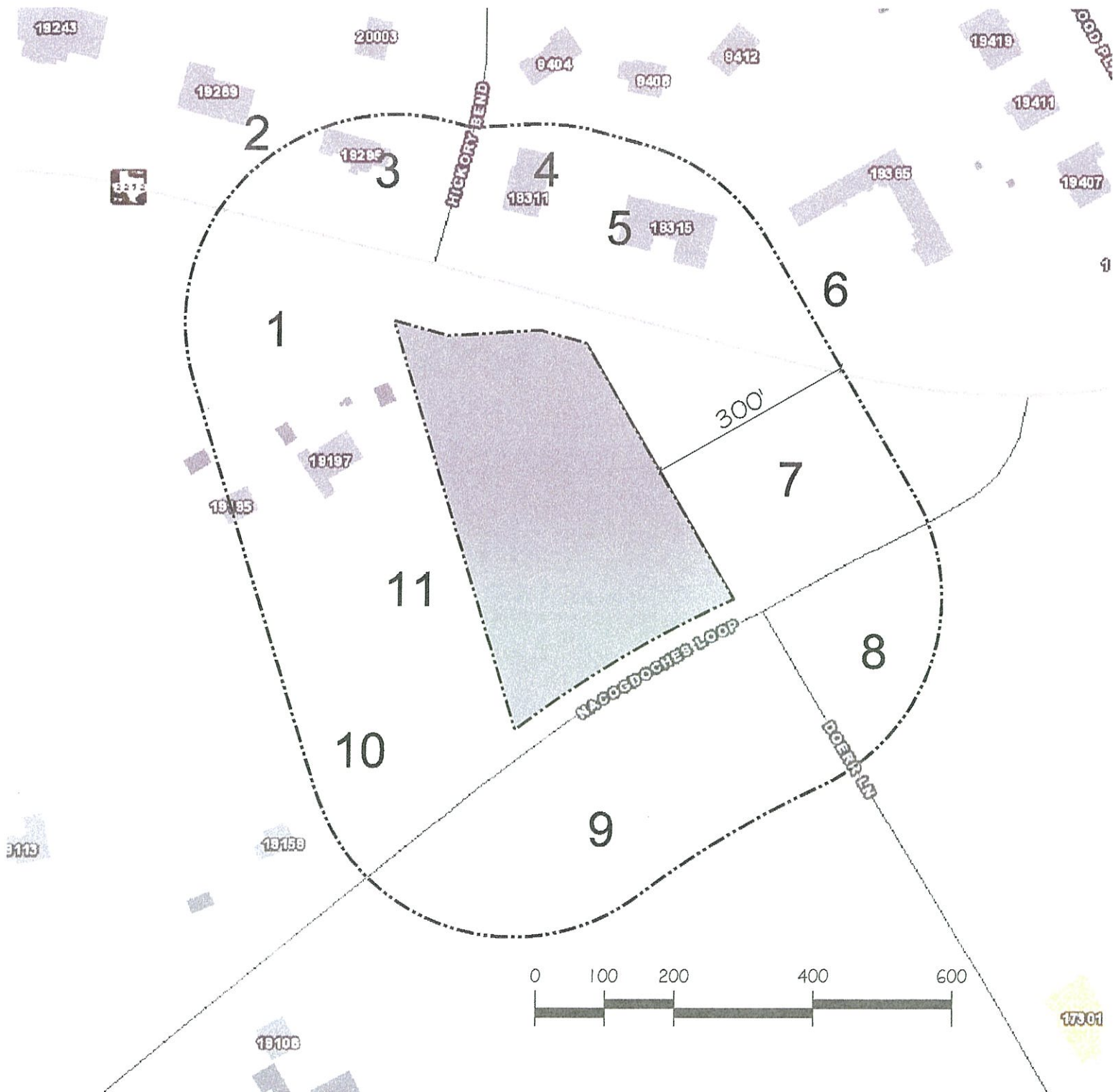
Pg. 4 of 4



Area Map

NOT TO SCALE

Attachment 3



# Attachment 4

## NAME & ADDRESS OF OWNERS WITHIN 300' OF SUBJECT PARCEL

The names, addresses and zip codes listed below are those listed on the latest adopted ad valorem tax rolls as reflected by Comal Appraisal District for the current tax year.

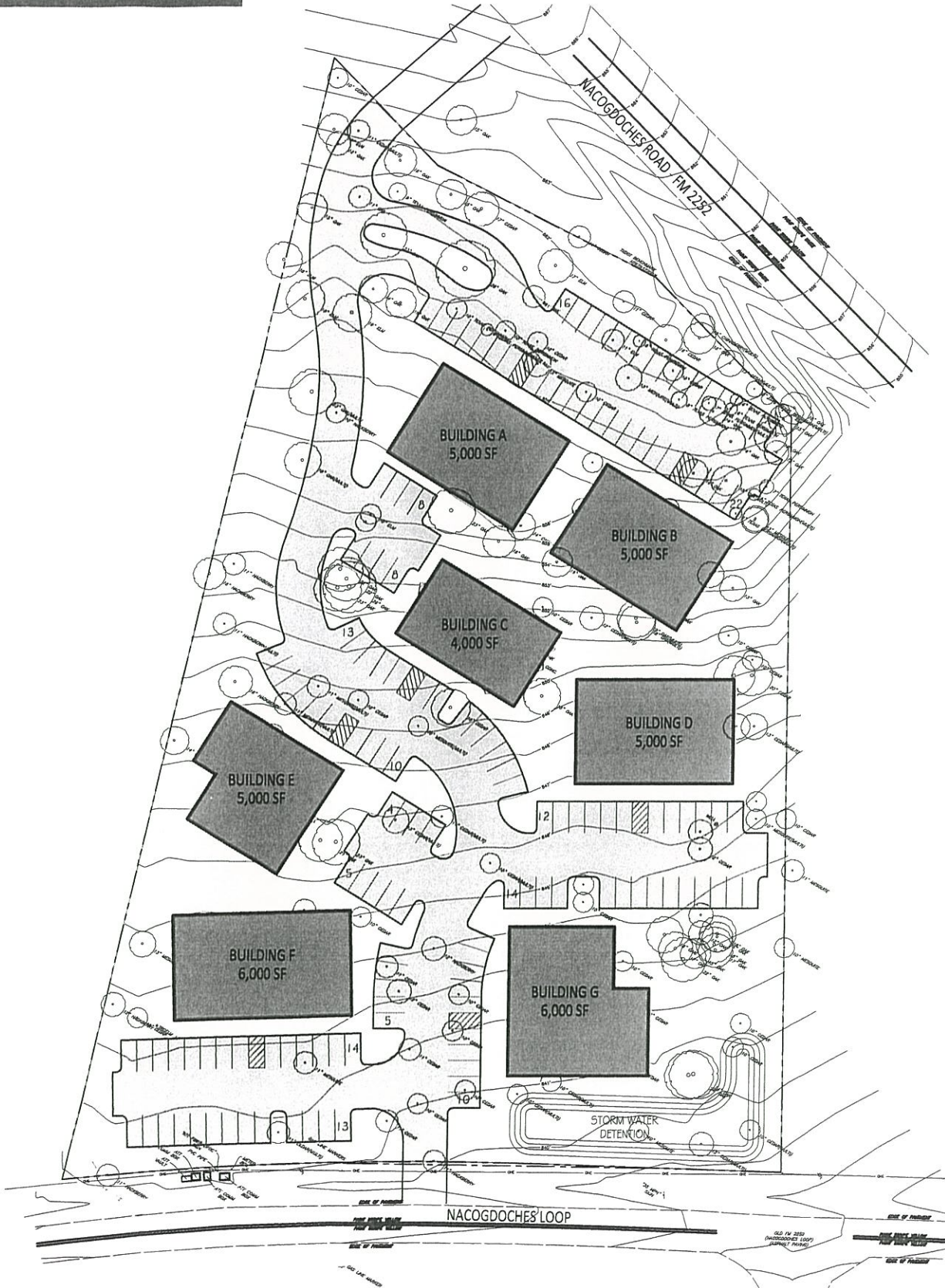
- |   |                                                                                                                                                                |                                                                                      |
|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| 1 | <b>NAME AND ADDRESS OF OWNER</b><br>NAME: GONZO PROPERTIES LLC<br>ADDRESS: 2310 N LOOP 1604 W # 4<br>CITY, STATE: SAN ANTONIO, TX ZIP: 78248-4512              | <b>PROPERTY IDENTIFICATION #</b><br>74426<br>A-120 SUR- 96 G M DOLSON, ACRES 1.734   |
| 2 | <b>NAME AND ADDRESS OF OWNER</b><br>NAME: WMMT VENTURES LLC<br>ADDRESS: 19269 FM 2252 STE 200<br>CITY, STATE: GARDEN RIDGE, TX ZIP: 78266-2579                 | <b>PROPERTY IDENTIFICATION #</b><br>101075<br>HOWELL PARK, BLOCK 1, LOT 2            |
| 3 | <b>NAME AND ADDRESS OF OWNER</b><br>NAME: HOWELL MARK P<br>ADDRESS: 19295 FM 2252<br>CITY, STATE: GARDEN RIDGE, TX ZIP: 78266-2926                             | <b>PROPERTY IDENTIFICATION #</b><br>101074<br>HOWELL PARK, BLOCK 1, LOT 1            |
| 4 | <b>NAME AND ADDRESS OF OWNER</b><br>NAME: VOELLER PROPERTIES LLC<br>ADDRESS: 19311 FM 2252<br>CITY, STATE: GARDEN RIDGE, TX ZIP: 78266-2984                    | <b>PROPERTY IDENTIFICATION #</b><br>106270<br>FASHLEY OAKS EXECUTIVE CENTER, LOT 1-A |
| 5 | <b>NAME AND ADDRESS OF OWNER</b><br>NAME: REUNION PARTNERS LLC<br>ADDRESS: PO BOX 311323<br>CITY, STATE: NEW BRAUNFELS, TX ZIP: 78131-1323                     | <b>PROPERTY IDENTIFICATION #</b><br>106269<br>ASHLEY OAKS EXECUTIVE CENTER, LOT 2    |
| 6 | <b>NAME AND ADDRESS OF OWNER</b><br>NAME: FINDERS REAL ESTATE LLC<br>ADDRESS: 1001 PAT BOOKER RD, SUITE 100<br>CITY, STATE: UNIVERSAL CITY, TX ZIP: 78148-4147 | <b>PROPERTY IDENTIFICATION #</b><br>106271<br>ASHLEY OAKS EXECUTIVE CENTER, LOT 3    |
| 7 | <b>NAME AND ADDRESS OF OWNER</b><br>NAME: SAHOTA HOLDINGS LLC<br>ADDRESS: PO BOX 592233<br>CITY, STATE: SAN ANTONIO, TX ZIP: 78259-0161                        | <b>PROPERTY IDENTIFICATION #</b><br>74432<br>A-120 SUR- 96 G M DOLSON, ACRES 2.075   |

|   |                           |                                       |                                         |
|---|---------------------------|---------------------------------------|-----------------------------------------|
| 8 | NAME AND ADDRESS OF OWNER |                                       | PROPERTY IDENTIFICATION #               |
|   | NAME:                     | WMMT VENTURES LLC                     | 74441                                   |
|   | ADDRESS:                  | 19269 FM 2252 STE 200                 | A-120 SUR- 96 G M DOLSON, ACRES 14.0836 |
|   | CITY, STATE:              | GARDEN RIDGE, TX      ZIP: 78266-2579 |                                         |

|   |                           |                                        |                                       |
|---|---------------------------|----------------------------------------|---------------------------------------|
| 9 | NAME AND ADDRESS OF OWNER |                                        | PROPERTY IDENTIFICATION #             |
|   | NAME:                     | LADSHAW PARTNERSHIP LTD ET AL          | 74430                                 |
|   | ADDRESS:                  | 393 LANDA ST                           | A-120 SUR- 96 G M DOLSON, ACRES 6.494 |
|   | CITY, STATE:              | NEW BRAUNFELS, TX      ZIP: 78130-5407 |                                       |

|    |                           |                                       |                                       |
|----|---------------------------|---------------------------------------|---------------------------------------|
| 10 | NAME AND ADDRESS OF OWNER |                                       | PROPERTY IDENTIFICATION #             |
|    | NAME:                     | GALLEGOS SALVADOR & DAMARIS           | 74447                                 |
|    | ADDRESS:                  | 19195 NACOGDOCHES LOOP                | A-120 SUR- 96 G M DOLSON, ACRES 3.319 |
|    | CITY, STATE:              | GARDEN RIDGE, TX      ZIP: 78266-2737 |                                       |

|    |                           |                                      |                                       |
|----|---------------------------|--------------------------------------|---------------------------------------|
| 11 | NAME AND ADDRESS OF OWNER |                                      | PROPERTY IDENTIFICATION #             |
|    | NAME:                     | B C R E PROPERTIES INC               | 74450                                 |
|    | ADDRESS:                  | 1126 W COMMERCE ST                   | A-120 SUR- 96 G M DOLSON, ACRES 2.672 |
|    | CITY, STATE:              | SAN ANTONIO, TX      ZIP: 78207-4447 |                                       |



# 1 CONCEPTUAL SITE PLAN (v3.0)

SCALE: 1" = 50'

0 50 100 150 200



# PLANNING AND ZONING COMMISSION TERMS OF OFFICE

| Name                                                     | Place | Appointment & Expiration               | Appointment & Expiration         | Appointment & Expiration         | Appointment & Expiration         | Appointment & Expiration |
|----------------------------------------------------------|-------|----------------------------------------|----------------------------------|----------------------------------|----------------------------------|--------------------------|
| Dr. Jim Miller<br>(Appointed Chair<br>June 2018-current) | 1     | March 2016<br>September 2017           | September 2017<br>September 2019 | September 2019<br>September 2021 |                                  |                          |
| Karen Diaz<br>(Appointed Vice-Chair<br>May 2019-current) | 2     | October 2017<br>September 2018<br>(P)  | September 2018<br>September 2020 | October 2020<br>September 2022   |                                  |                          |
| Kerim Jacaman                                            | 3     | July 2019<br>September 2020            | October 2020<br>September 2022   |                                  |                                  |                          |
| Jesse Valdez                                             | 4     | March 2019<br>September 2019<br>(P)    | September 2019<br>September 2021 |                                  |                                  |                          |
| David Heier                                              | 5     | July 2013<br>September 2015            | September 2015<br>September 2017 | September 2017<br>September 2019 | September 2019<br>September 2021 |                          |
| David Dauer                                              | 6     | November 2018<br>September 2019<br>(P) | September 2019<br>September 2021 |                                  |                                  |                          |
| Vacant                                                   | 7     | Term Expires<br>September 2022         |                                  |                                  |                                  |                          |

(P)= Partial term of less than ½ the term remaining

# Planning and Zoning Commission

## Rolling Attendance

|         | 11/12/19<br>Regular<br>Meeting | 1/14/20<br>Regular<br>Meeting | 2/11/20<br>Regular<br>Meeting | 2/20/20<br>Regular<br>Meeting | 3/10/20<br>Regular<br>Meeting | 6/9/20<br>Regular<br>Meeting | 8/11/20<br>Regular<br>Meeting | 9/8/20<br>Regular<br>Meeting | 10/13/20<br>Regular<br>Meeting |
|---------|--------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|------------------------------|--------------------------------|
| Miller  | P                              | P                             | P                             | P                             | VAA                           | P                            | P                             | P                            |                                |
| Diaz    | P                              | P                             | P                             | P                             | P                             | P                            | P                             | P                            |                                |
| Jacaman | P                              | P                             | P                             | P                             | VAA                           | P                            | P                             | P                            |                                |
| Valdez  | P                              | P                             | P                             | VAA                           | P                             | P                            | P                             | P                            |                                |
| Heier   | P                              | VAA                           | P                             | P                             | P                             | E                            | P                             | P                            |                                |
| Dauer   | P                              | P                             | UA                            | P                             | P                             | P                            | P                             | E                            |                                |
| Vacant  |                                |                               |                               |                               |                               |                              |                               |                              |                                |

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



Met requirements in Ordinance 210  
NOT met requirements in Ordinance 210

# Future Agenda Items

## Planning and Zoning Commission

### November 10, 2020 Regular Meeting

- |                               |              |                                                                                               |
|-------------------------------|--------------|-----------------------------------------------------------------------------------------------|
| <b>14</b> days before Meeting | (10/27/2020) | Commission and Staff items are due                                                            |
| <b>11</b> days before Meeting | (10/30/2020) | City Administrator and Chair review agenda.<br>City Attorney is sent the agenda for approval. |
| <b>7</b> days before Meeting  | (11/03/2020) | Post Agenda and Commission will receive packet                                                |
| <b>4</b> days before Meeting  | (11/06/2020) | Post Agenda Packet to City Website                                                            |
| <b>3</b> days before Meeting  | (11/07/2020) | (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

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

### December 8, 2020 Regular Meeting

- |                               |              |                                                                                               |
|-------------------------------|--------------|-----------------------------------------------------------------------------------------------|
| <b>14</b> days before Meeting | (11/24/2020) | Commission and Staff items are due                                                            |
| <b>8</b> days before Meeting  | (11/30/2020) | City Administrator and Chair review agenda.<br>City Attorney is sent the agenda for approval. |
| <b>7</b> days before Meeting  | (12/01/2020) | Post Agenda and Commission will receive packet                                                |
| <b>4</b> days before Meeting  | (12/04/2020) | Post Agenda Packet to City Website                                                            |
| <b>3</b> days before Meeting  | (12/05/2020) | (72 hours) – Local Govt. Code requirement for posting                                         |

City Council = Red

Planning & Zoning = Green

Water Commission = Blue

Wildlife Management Advisory Commission = Brown

Municipal Court = Gray

City Holiday = Orange

Event = Yellow (Tree Lighting)

| 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

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

#### PENDING FUTURE AGENDA ITEMS

- Ordinance No. 55 (temporary signs/time restriction on temporary signs)