



City of Garden Ridge

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

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

The Garden Ridge Planning and Zoning Commission will meet in a regular session on Tuesday, November 10, 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 October 13, 2020, Planning and Zoning Commission Regular Meeting.

b) Discussions/Reports/Updates

1. Items applicable to the Planning and Zoning Commission discussed at the November City Council Meeting.
2. Master Land Use Plan.
 - i. Discuss and make possible recommendations related to the Master Land Use Plan and Map.
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.

4. Planning and Zoning Commission Activities and Projects.

i. Development of Interactive Map.

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

c) Future Agenda Items

1. Commissioners input on agenda items.

2. Announce date, time, and location for next meeting (December 8, 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, Kat Balbi, posted this Agenda at 3:30 p.m. on November 2, 2020, on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.



Kat Balbi
Assistant City Secretary



City of Garden Ridge

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

MINUTES PLANNING AND ZONING COMMISSION REGULAR MEETING TUESDAY, OCTOBER 13, 2020, 6:00 P.M.

Commissioners Present:

Chair Dr. Miller
Vice-Chair Karen Diaz
Commissioner Jesse Valdez
Commissioner Kerim Jacaman
Commissioner David Heier
Commissioner David Dauer

Commissioners Absent:

Vacant Position

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, October 13, 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 September 8, 2020, Planning and Zoning Commission Regular Meeting.

Motion: A motion was made by Commissioner Valdez, seconded by Commissioner Heier, to approve the minutes for September 8, 2020, Planning and Zoning Commission Regular Meeting. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

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.

Shawn Willis presented his petition on behalf of Vaquero Grande, LLC, 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. He addressed questions from Commissioners.

1. Hold a public hearing.

Chair Dr. Miller opened the public hearing at 6:03 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 6:06 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 Commissioner Valdez, seconded by Vice-Chair Diaz, to recommend to City Council the approval of the 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, and further located on the east side of F.M. 2252 across from Hickory Bend in Garden Ridge. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

c) Discussions/Reports/Updates

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

Chair Dr. Miller provided the Commission with an update on 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).

The Commission interviewed and reviewed the resume of Art Porter for the Planning and Zoning Commission Place 7 vacancy with term expiring September 30, 2022.

Chair Dr. Miller thanked the Commission for their inquisitive questions and the candidate for his time.

ii. Make recommendation to City Council for appointment of commissioner.

Motion: A motion was made by Commissioner Valdez, seconded by Commissioner Heier, to recommend to City Council the appointment of Art Porter to the Planning and Zoning Commission Place 7 vacancy with term expiring September 30, 2022. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

iii. Receive recommendations and consideration of appointment of Planning and Zoning Commission Chair and Vice-Chair for a one-year term effective October 2020.

Chair Dr. Miller and Vice-Chair Diaz expressed desire to continue serving as Chair and Vice-Chair.

Motion: A motion was made by Commissioner Heier, seconded by Commissioner Jacaman, to appoint Commissioner Dr. Miller as Chair and Commissioner Diaz as Vice-Chair of the Planning and Zoning Commission for a one-year term effective October 2020. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously.

iv. 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.

Nancy Cain, City Administrator, spoke regarding the Commission reevaluating the map contained in the City's Master Land Use Plan and also consider incorporating a Country Club District into the Draft Zoning Ordinance.

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.

d) Future Agenda Items

1. Commissioners input on agenda items.

Chair Dr. Miller stated the Commission will discuss the City's Master Land Use Plan Map.

Commissioner Valdez requested a discussion item on a future agenda regarding options for creating an interactive map, or something similar, depicting development occurring within the City.

2. Announce date, time, and location for next meeting (November 10, 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, November 10, 2020, at 6:00 p.m. at City Hall.

6. Citizen Comment Period: No one wished to speak.

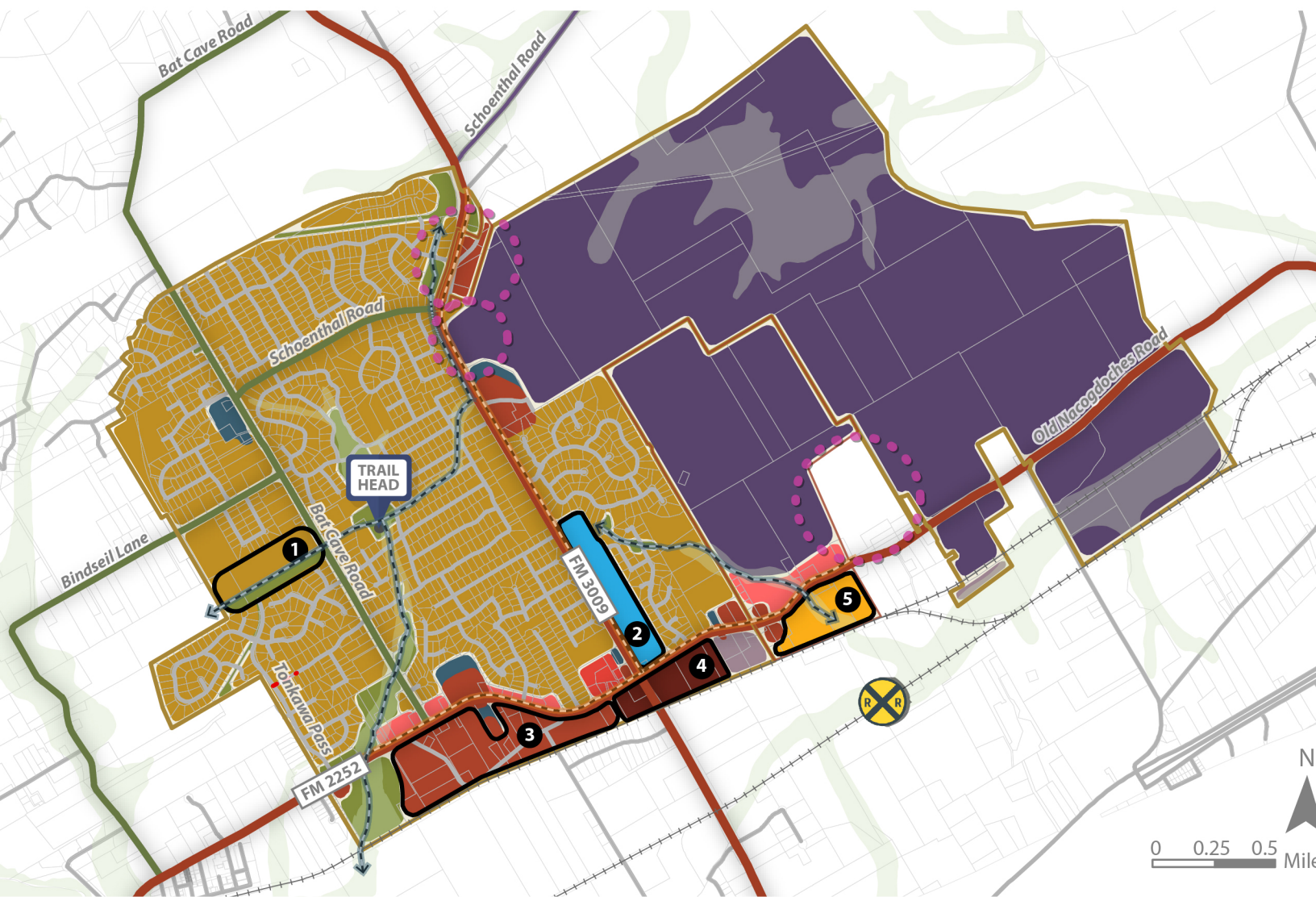
7. Adjournment

Motion: A motion was made by Vice-Chair Diaz, seconded by Commissioner Dauer, to adjourn. The Commission voted five (5) for and none (0) opposed. The motion carried unanimously. There being no further business, the Tuesday, October 13, 2020, Planning and Zoning Commission Regular Meeting was adjourned at 7:14 p.m. by Chair Dr. Miller.

ATTEST:

Karen Diaz
Vice-Chair

Marisa Spencer
City Secretary



Low Density Residential	Retail Anchor	Special Planning Area	Bike Route/Lane	Floodplain (FE)
Medium Density Residential	Light Industrial	Potential Acquisition Area	Future Connections	City Limits
Mixed Use	Heavy Industrial	Potential Rail Station	Arterial	ETJ
Office	Parks and Open Spaces	Trail Head	Major Collector	
Light Retail	Public/Semi-Public	Trail Route	Local Roads	

Future Agenda Items

Planning and Zoning Commission

December 8, 2020 Regular Meeting

- | | | |
|-------------------------------|--------------|---|
| 14 days before Meeting | (11/24/2020) | Commission and Staff items are due |
| 8 days before Meeting | (11/30/2020) | City Administrator and Chair review agenda.
City Attorney is sent the agenda for approval. |
| 7 days before Meeting | (12/01/2020) | Post Agenda and Commission will receive packet |
| 4 days before Meeting | (12/04/2020) | Post Agenda Packet to City Website |
| 3 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

January 12, 2021 Regular Meeting

- | | | |
|-------------------------------|--------------|---|
| 14 days before Meeting | (12/29/2020) | Commission and Staff items are due |
| 11 days before Meeting | (01/01/2021) | City Administrator and Chair review agenda.
City Attorney is sent the agenda for approval. |
| 7 days before Meeting | (01/05/2021) | Post Agenda and Commission will receive packet |
| 4 days before Meeting | (01/08/2021) | Post Agenda Packet to City Website |
| 3 days before Meeting | (01/09/2021) | (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

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
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)