



City of Garden Ridge

9400 Municipal Parkway
Garden Ridge, Texas 78266-2600
(210) 651-6632
Fax (210) 651-9638

AGENDA PLANNING AND ZONING COMMISSION REGULAR MEETING TUESDAY, JANUARY 10, 2017 -- 6:00 P.M.

The Garden Ridge Planning and Zoning Commission will meet in a regular meeting at 6:00 p.m., Tuesday, January 10, 2017 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 on January 6, 2017 before 5:00 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 interpretive services must be made 48 hours prior to this meeting.

1. Call to Order
2. Roll Call
3. Citizen Comments – limited to 3 minutes each

Rules for Citizen's Participation:

The Planning and Zoning Commission welcomes citizen participation and comments at all of their Commission Meetings. As a courtesy to your fellow citizens and out of respect to our elected officials, we request that if you speak, that you please follow these guidelines.

- a) Direct your comments to the entire Commission, not to an individual member, nor to the audience.
- b) Show the Commission the same respect and courtesy that you would like to be shown.
- c) Limit remarks to three (3) minutes per citizen during Item 3 and to three (3) minutes per citizen during Item 6.
- d) Citizens' comments will be limited to one (1) hour in Item 3 and thirty (30) minutes in Item 6.
- e) Citizen comments may be deferred to a specific Business Item set forth in Section 4, below, if such comments pertain to such Business Item

*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.*

4. Business Items-

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

- a) Resignation of Frank Dansby, Planning and Zoning Commissioner effective January 4, 2017, and term of office for the position expiring September 30, 2017.
- b) Interview possible candidates for Planning and Zoning Commission vacancy
 - i. Consideration on recommendation to the City Council for appointment of Commissioner.
- c) Nomination and possible election of Planning and Zoning Commission Vice-Chair
- d) Petition from Brannon Properties, representing Joan Catheryn Fritze Crowell, for rezoning from Residence-Agriculture (RA) District to Neighborhood Service (B-1) District, 14.8 acre tract of land lying in the G.M. Dolson Survey 98, Comal County, Texas, further located at the southeast corner of the intersection of Nacogdoches Road (F.M. 2252) and Doerr Lane, Garden Ridge, Texas. (This is for discussion only. Public Hearing to be scheduled for the Planning and Zoning Meeting scheduled in February 2017.)
- e) Develop list of qualifications for professional planning services and guideline for interviewing of a professional planner for development of a Master Land Use Plan for the City of Garden Ridge
- f) Develop scope of project to be accomplished by professional planner in the development of a Master Land Use Plan for the City of Garden Ridge
- g) Presentation and update on proposed revisions to Sign Ordinance 55 establishing, regulating and restricting the size, use, height and the location of signs in the City of Garden Ridge and the extraterritorial jurisdiction areas of the City of Garden Ridge; prescribing procedures for requesting sign variances; prescribing an application fee for all signs with the exclusion of residential real estate signs.

5. Administrative Items

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

- a) Minutes
 - i. December 13, 2016 Planning and Zoning Commission Regular Meeting
- b) Items discussed at the January 4, 2017 City Council Regular Meeting
- c) Set date, time and location for next meeting

6. Citizen's Participation: - 3 minute limit per citizen.

See “Rules for Citizen’s Participation” under Item 3.

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:

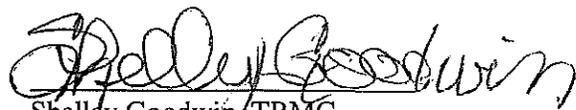
The Commission may vote and/or act upon any item within this Agenda. The Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

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 City Council, 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.


Shelley Goodwin, TRMC
City Secretary

This is to certify that I, Shelley Goodwin, posted this Agenda at 1:00 p.m. on January 6, 2017 on the bulletin board located at the entrance to the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas.


Shelley Goodwin, FRMC
City Secretary

Frank Dansby
22204 Via Posada
Garden Ridge, TX 78266

January 4, 2017

Sam Stocks
Chairman City of Garden Ridge
Planning and Zoning Commission

Dear Sam,

After careful thought and consideration, I have decided to resign from my position on the Garden Ridge Planning and Zoning Commission effective immediately. I would like to thank the City of Garden Ridge for this opportunity over the past 15 years. It has been an honor and an experience I will never forget. Working with the finest commissioners and city staff has been an honor, and I will take away friendships I might never have had.

I wish you and the others commissioners continued success.

Regards,


Frank Dansby

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

1. Date: _____ Case #: _____

2. Applicant Name: BRANNON PROPERTIES LLC
(First) (Middle) (Last)

3. Mailing Address: 9233 GLOXINIA DR
(Street)
GARDEN RIDGE, TX 78266
(City) (State) (Zip)

Phone: (210)-651-4770

4. Applicant's relationship to property to be rezoned:
Sole owner () Part owner () Other; REAL ESTATE BROKER
(Specify)
(If not sole owner, furnish a notarized letter of authorization from all owners as attachment 1.)

5. Property location: FM 2252 14.2 ACRES, GARDEN RIDGE, TX
(Street address or street property front)

6. Legal description:

Plat: Lot(s) _____ Block(s) _____

Subdivision; N/A

Acreage: 14.8 (If acreage, provide separate metes and bounds description as attachment 2.)

Property Deed recorded in Comal County Volume # 201006026819 Page # _____

7. Existing use of property: AGRICULTURAL / RESIDENTIAL

8. Proposed use of property: B-1 BUSINESS CONSISTING OF UPSCALE RESTAURANT AND OTHER BUSINESSES CONSISTENT WITH GARDEN RIDGE REGULATIONS

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: NONE

12. Reason for requesting zoning change (attach additional sheet if needed): TO MEET
THE REQUIREMENTS OF THE BUYER IN ORDER
TO PURCHASE / SELL THE PROPERTY

13. The undersigned hereby requests that the property identified in this application be reclassified from: AGRICULTURAL / RESIDENTIAL district to: BUSINESS (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: Deany Brown 1/5/17

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	_____

Letter of Authorization

I, Joan Catheryn Fritze Crowell, authorize Brannon Properties, LLC to submit an Application for Change of Zoning for my property with the legal description A-120 SUR-9 G M Dolson, Acres 14.189 located on FM 2252 in Garden Ridge, Texas. I further authorize Brannon Properties, LLC to represent me at meetings with the Garden Ridge Planning and Zoning Commission.

Signed Joan Catheryn Fritze Crowell

Joan Catheryn Fritze Crowell

Texas Notary:

STATE OF TEXAS
COUNTY OF COMAL
SWORN TO AND SUBSCRIBED BEFORE
ME THIS 6TH DAY OF DEC 20 16
Dolores L. Williams
NOTARY PUBLIC SIGNATURE

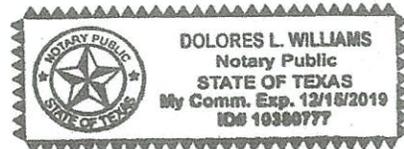


EXHIBIT A

METES & BOUNDS DESCRIPTION

OF A CALLED 14.8 ACRES TRACT OF LAND LYING IN THE G.M. DOISON SURVEY 96, COMAL COUNTY, TEXS, SAME BEING THE 14.8 ACRES OF LAND DESCRIBED AND CONVEYED TO JOAN CATHERINE FRITZE CROWELL, IN CLERK FILE NUMBER 201006026819, COMAL COUNTY, TEXAS, SAID TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING at a calculated point at the intersection of the northeast right-of-way line of Doerr Lane (variable width R.O.W.) and the north right of way line of Missouri-Pacific Railroad Company (called 100' R.O.W.), being the **POINT OF BEGINNING** and the southwestern most corner of the herein described tract, from which a fence post bears South 37°10'15" East and a found X on concrete bears South 33°35'48" East, for reference;

THENCE with the northeastern right-of-way line of said Doerr Lane, North 30°01'54" West, a distance of 413.79 Feet, to a found ½" iron rod with cap stamped 5960, for an angle point in the west line and the western most northwest corner of the herein described tract;

THENCE North 15°50'24" East, a distance of 68.04 feet, to a found ½" iron rod with cap stamped 5960, point being on the south right-of-way line of Old F.M. 2252 (Public R.O.W.), and being an angle point in the North line and the northern most northwestern corner of the herein described tract ;

THENCE with the south right-of-way line of said Old F.M. 2252, North 61°23'24" East, passing at a distance of 584.09 Feet, a concrete monument found, continuing with the south right-of-way line of F.M. 2252 (120' R.O.W.), for a total distance of 1,172.74 Feet, to ½" iron rod with Amerisurveyors cap set, for the northern most northeast corner of the herein described tract, from which a concrete monument found bears, North 69°02'34" East, a distance of 408.53 Feet, for reference,

THENCE South 30°40'42" East, passing at a distance of 55.12 feet, a ½' iron rod with cap found for the northwest corner of the remaining portion of a called 4.560 acres tract described in Volume 608, Page 169, Deed Records Comal County, Texas, and continuing for a total distance of 596.43 Feet, to a ½" iron rod found with cap stamped 5960, for the southeastern most corner of the herein described tract;

THENCE with the north right-of-way line of said Missouri-Pacific Railroad Company, South 67°35'25" West, a distance of 1,238.90 Feet, to the **POINT OF BEGINNING**, and containing 14.85 acres of land more or less.

Basis of Bearing: Texas South Central NAD 83

STATE OF TEXAS §

August 10, 2016

COUNTY OF BEXAR §

It is hereby certified that the above description was prepared from an actual survey on the ground of the described tract made under my supervision.

Roy John Ronnfeldt,
Registered Professional Land Surveyor
Registration No. 3520



Exhibit "A"

BEGINNING at an existing fence corner, being the intersection of the Tonne-Blumenstiel property fence line with the North right-of-way fence line of the I. & G. N. (M. P.) Railroad, said point lying N. 60° E. 2104 feet; thence S. 29° 45' E. 3691.0 feet; thence N. 62° 01' E. 1244.6 feet, and thence S. 30° 00' E. 666.2 feet from the West corner of the Original Survey No. 96;

THENCE S. 68° 13' W, along the North right-of-way fence line of the I. & G. N. (M.P.) Railroad, parallel to and 50 feet distant from the centerline of said railroad, a distance of 1238.9 feet to the intersection of the Northeast fence line of a County Road with the North right-of-way line of said railroad;

THENCE N. 29° 22' W, along the Northeast fence line of said County Road, a distance of 414.8 feet to a point;

THENCE N. 16° 28-1/2' E, continuing along the Northeast fence line of the County Road, a distance of 70 feet to a point in the South right-of-way line of F. M. 1337, said point lying opposite and 35 feet distant from Engineers centerline Station 177+47.8;

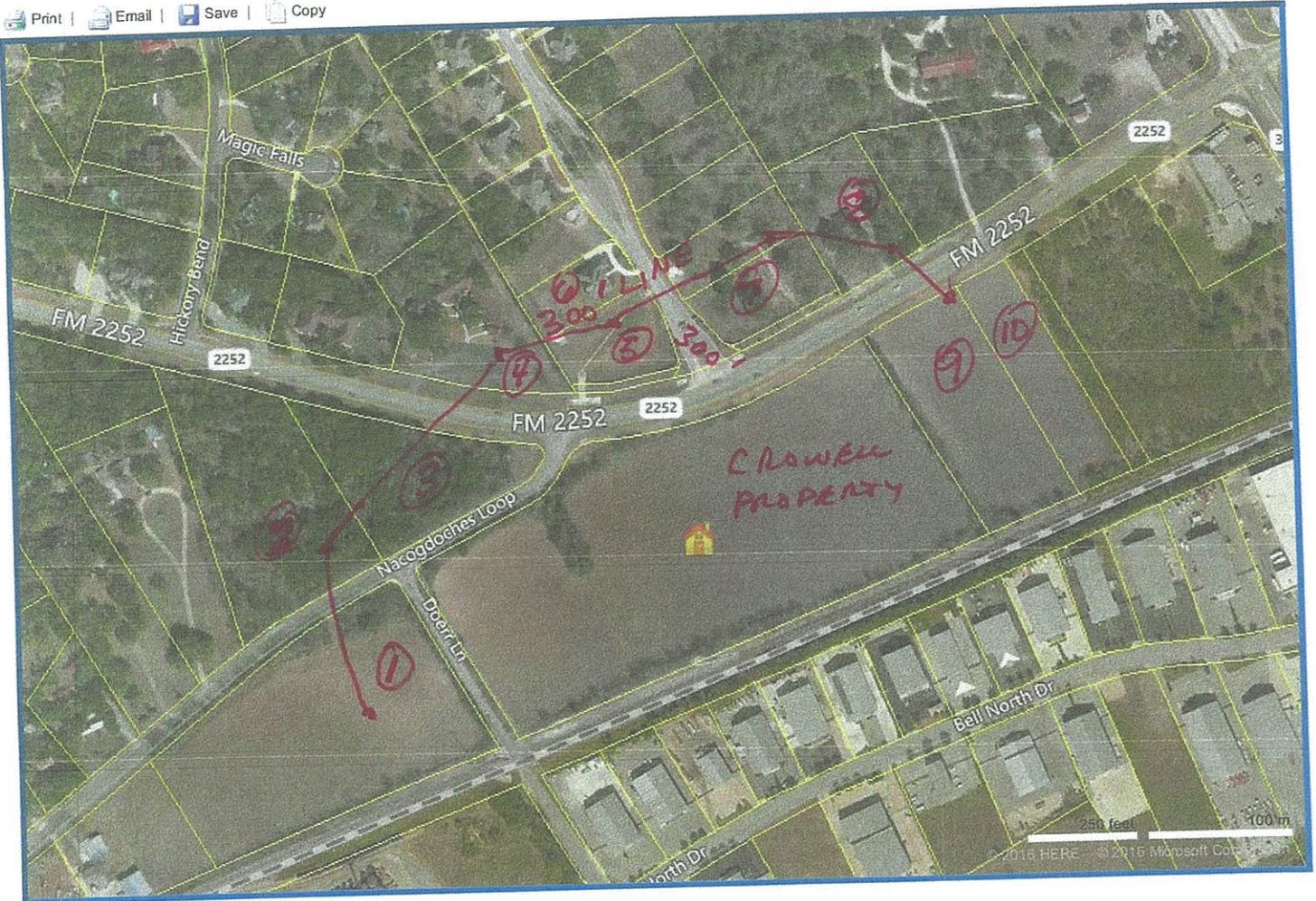
THENCE N. 62° 01' E, along the South right-of-way line of F. M. 1337, a distance of 1173.1 feet to the intersection of the South right-of-way fence line with the Tonne-Blumenstiel property fence line, said point lying opposite Engineer's centerline Station 165+77.0;

THENCE S. 30° 00' E, along the Tonne-Blumenstiel property fence line, a distance of 596.2 feet to the point of beginning, containing 14.8 acres, more or less.

Filed and Recorded
Official Public Records
Jay Streater, County Clerk
Comal County, Texas
08/16/2010 09:04:05 AM
CASH TWO
201006026819



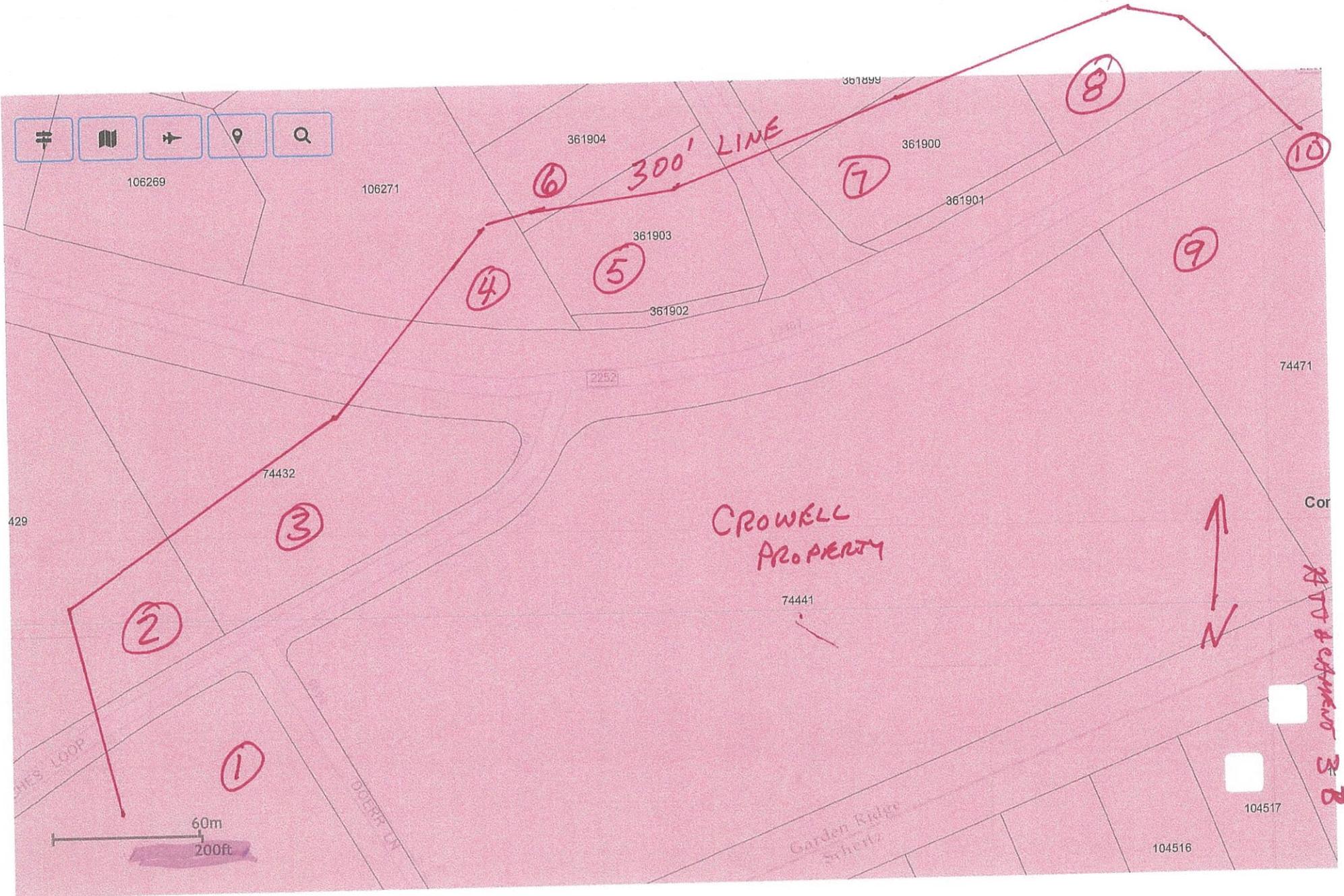
Jay Streater



Map for Parcel Address: Fm 2252 Garden Ridge, TX 78266, Parcel ID: 740-12-000-2703

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Information Deemed Reliable But Not Guaranteed.
Contact SABOR at 210-593-1200 for Help.





Crowell, FM 2252 14.8 Acres, Garden Ridge, TX

Properties Within 300' of Crowell Property Lines

<u>Property Number</u>	<u>Property Address</u>	<u>Owner's Name</u>	<u>Owner's Address</u>
1	Doerr Lane	Marjorie E. Miller	8516 Phoenix Ave, Selma, TX 78148
2	FM 2252	Marjorie E. Miller	8516 Phoenix Ave, Selma, TX 78148
3	FM 2252	Sahota Holdings LLC	P.O Box 592233, San Antonio, TX 78259
4	19365 FM 2252	Overman Properties LLC	18965 FM , Garden Ridge, TX 78266
5	19403 Arrowood Pl	Arrowood Management LLC	2511 N. Loop 1604 W, Suite 101, San Antonio, TX 78258
6	19407 Arrowood Pl	Stephen and Kyong Elsdon	19407 Arrowood Pl, Garden Ridge, TX 78266
7	19402 Arrowood Pl	Jose and Patricia Flores	19402 Arrowood Pl, Garden Ridge, TX 78266
8	19449 FM 2252	John M. Mallory Family Trust	19449 FM 2252, Garden Ridge, TX 78266
9	FM 2252	Gary L. Miller	21111 Tree Top Cove, Garden Ridge, TX 78266
10	FM 2252	Gary L. Miller	21111 Tree Top Cove, Garden Ridge, TX 78266

A-5-5 ACRES 4

Attachment 5

The prospective site plan represents business activities of approximately five enterprises, anchored by an upscale full-service restaurant. The location reflects ingress/egress onto FM 2252. The building is in a "U" shape with parking in the "U" and a utility/access road around the sides and back of the building. The largest stores are approximately 100'x300' with other shops in the 100'x150' and 100'x100' range. The building should have approximately 80,000 square feet of floor space.

A runoff retention pond is shown near the drainage outlet which flows under Doerr Lane at the rear of the property. A wastewater treatment facility is shown; however, should public wastewater capability become available before any construction commences, this method would be selected. The improvement utilization of the 14.8 acres will reflect approximately 33% of the property as impervious cover.

CITY PLANNER

Considerations for selection and employment

In a Special Session of Planning & Zoning Commission, November 15, 2016, it was recommended to the City Council a professional City Planner be hired. The Council promptly authorized the hiring at their December 7, 2016 meeting and charged P&Z with determining qualifications, setting goals, and recommending a candidate for employment.

A summary of P&Z December 13, 2016 meeting resulted in the following objectives.

GOALS

- 1) Development of a Comprehensive Master Land Use Plan
with special attention to FM 2252 corridor & Nacogdoches Loop
- 2) Insure the tranquility of existing subdivisions contiguous with or adjacent to land suitable for commercial development
Regency Oaks, Arrowood, Garden Ridge Estates, Trophy Oaks
- 3) Assist the City Council, Departments and Commissions in incorporating the Vision for the Future of Garden Ridge
Water Master Plan, Wastewater Master Plan, Street Master Plan, Possible City Growth/Acquisition, etc.

QUALIFICATIONS

- 1) Experienced in municipal planning in Texas
- 2) Current certification/licensing in professional planning
- 3) GIS (Geographical Information System) Proficient
GIS data represents real objects as discrete objects (house, road, railway, and trees) and as continuous fields (rainfall amount, elevation, traffic patterns)
- 4) Experienced with Form-Based Code (FBC) planning
alternative to conventional zoning, regulates land development to achieve a specific form vs. separation of uses, used as a tool to achieve the vision of the community

CHARGE TO THE CITY PLANNER

- 1) Update and develop a Comprehensive Master Land Use Plan so it allows for controlled growth and development, increased property and sales tax revenue . . .
- 2) . . . while maintaining the character and ambiance “*A Way of Life, Not Just a Place to Live*” of the City of Garden Ridge with special attention to the Impact Zone around existing subdivisions
Impact Zone – where sight, smells, noise, light intrusion, hours of operation, traffic, etc. change the quality of life of residents

CONTINUES ON NEXT PAGE

CITY PLANNER

Considerations for selection and employment

SCOPE OF RESPONSIBILITIES

- 1) Assist the City of Garden Ridge with updating and developing a Master Land Use Plan using current planning principals and strategies in determining the appropriate zoning categories/districts for the city that will allow for controlled growth and development, increase property and sales tax revenue, and maintain the character and ambiance of the City of Garden Ridge
- 2) The Master Land Use Plan will incorporate the entire city limits with a strong focus on FM 2252, Nacogdoches Loop, and the 65-acre parcel at the junction of FM 2252 and FM 3009.
- 3) The Master Land Use Plan will be a map that indicates future land development preferences and provides guidance to elected officials, city staff, the public and private developers on why and how land should be developed and used for certain areas of the city.
- 4) Facilitate meeting with the Planning and Zoning Commission and the City Council throughout the process.
- 5) Facilitate meetings between the City of Garden Ridge and our citizens
- 6) Assist with developing zoning districts/classifications and zoning criteria for the Master Land Use Plan
- 7) Assist with updating of the city zoning and subdivision ordinances to align with the Master Land Use Plan
- 8) Assist the City of Garden Ridge with incorporating the Vision for the Future of Garden Ridge, Master Land Use Plan, City Strategic Plan, Water Master Plan, Wastewater Master Plan and Street Master Plan into a Comprehensive Master Plan for the City of Garden Ridge.

CITY PLANNER

Considerations for selection and employment

PLANNER QUALIFICATIONS

- 1) Experienced in municipal planning in Texas
- 2) Current certification/licensing in professional planning
- 3) GIS (Geographical Information System) Proficient
- 4) Experienced with Form-Based Code (FBC) planning
- 5) Assess the current challenges concerning zoning and development within the City of Garden Ridge
- 6) Research, analyze, and evaluate data and information collected
- 7) Facilitate and attend meetings with the P&Z, City Council, and citizens
- 8) Recommend zoning concepts/strategies for controlled growth and development while maintaining the character and ambiance of the City

City Secretary

From: Shawn Willis <shawn.willis@acuform.com>
Sent: Friday, January 06, 2017 11:55 AM
To: City Secretary
Subject: City of Garden Ridge Land Planner Qualifications and Scope Suggestions

I believe the list that Nancy prepared was a good start for the qualification and scope. I have added a few items that I believe should be considered.

Planner Qualifications:

1. Licensed and certified land planner by the State of Texas
2. Must have experience with land planning and ordinance writing. Preferably experience with small land locked communities.
3. Ability to manage and facilitate community town hall type meetings. Make recommendations that align with the Cities ideas and goals.
4. Ability to provide GIS mapping and be able to maintain city maps upon development.

Project Scope:

1. Assist with identifying and prioritizing steps to achieve the City's goals for land use and ordinances.
2. Assist with identifying, creating, and defining new zoning districts and write zoning ordinances for each zone. Ordinances to include:
 1. Land use, identifying permitted uses for each zone
 2. Zoning ordinances identifying minimum lot areas, building setbacks, heights, etc.
 3. Creating special districts and plan development guidelines.
 4. Site design ordinances including, parking standards, dumpster enclosures, screening, site lighting, etc.
 5. Design ordinances identifying allowable building materials and percentages, glazing, vertical and horizontal articulation.
 6. Landscape ordinances
 7. Nuisance related ordinances such as smell and noise.
 8. Sign ordinances
3. Provide mapping services that will assist the City to keep records up to date.

I do not have any recommendations for a land planner to interview at this time.

Shawn Willis | Principal

Acuform Architecture

10223 McAllister Fwy., Suite 205, San Antonio, Texas 78216

P: [210.829.1600](tel:210.829.1600) | **E:** shawn.willis@acuform.com | **vcard**

Planning | Project Management | Architecture | Interiors

City Secretary

From: noreply@civicplus.com
Sent: Monday, November 28, 2016 5:45 PM
To: City Administrator; City Secretary
Subject: Online Form Submittal: Vision for the Future of Garden Ridge

Vision for the Future of Garden Ridge

Vision for the Future of Garden Ridge

The City of Garden Ridge welcomes your input concerning the future of Garden Ridge. I doubt you'll ever get a mandate to build multifamily homes in Garden Ridge. No one wants that. That's why we moved here.

First Name *Field not completed.*

Last Name *Field not completed.*

Address1 *Field not completed.*

Email Address *Field not completed.*

Please provide your contact information.
By leaving your name, address and email information, we will be able to keep you informed with updates and meetings.

Email not displaying correctly? [View it in your browser.](#)

City Secretary

From: noreply@civicplus.com
Sent: Monday, November 28, 2016 5:37 PM
To: City Administrator; City Secretary
Subject: Online Form Submittal: Vision for the Future of Garden Ridge

Vision for the Future of Garden Ridge

Vision for the Future of Garden Ridge

The City of Garden Ridge welcomes your input concerning the future of Garden Ridge.

Why not use all of that buffer land to buffer the city? You guys are starry-eyed about building some master planned city of the future that looks and feels like Lincoln Heights/Alamo Heights. Stop and ask "what percentage of the population in Garden Ridge could afford to live in those areas, and why haven't they done so?" The answer may point out what we all love about Garden Ridge in the first place. Go ahead and turn it into a over-developed area. I at least appreciate knowing I may need to move soon.

First Name *Field not completed.*

Last Name *Field not completed.*

Address 1 *Field not completed.*

Email Address *Field not completed.*

Please provide your contact information.

By leaving your name, address and email information, we will be able to keep you informed with updates and meetings.

Email not displaying correctly? [View it in your browser.](#)

City Secretary

From: dmmccormick1982@gmail.com
Sent: Thursday, December 15, 2016 9:55 AM
To: City Secretary
Subject: Re: P&Z Meeting

Thanks so much for the information, Shelley. I will share this option of notification with others in the neighborhood.

Have a great day,
Marie McCormick

Sent from my iPad

On Dec 14, 2016, at 6:08 PM, City Secretary <CitySecretary@ci.garden-ridge.tx.us> wrote:

Last night the Planning and Zoning Commission worked on a project scope and planner qualifications in order to interview and hire a planner (attached is the agenda). I will be happy to forward your email to the Planning and Zoning Commissioners, so they know your concerns.

If you are interested in attending the next Commission Meeting will be held on January 10th at 6pm and the agendas are posted on the City website. (<http://www.ci.garden-ridge.tx.us/>) If you would like to be informed of the upcoming meetings for the City Council and Planning & Zoning Commission, the City has an option on their website to where you can sign up for Notify Me. Notify Me allows you to choose how to be notified and will let you know when Agendas, Events and other important items are posted to the website. It will alert you with a link that you can then click on and view the items that you selected. Here is a link to Notify Me <http://www.ci.garden-ridge.tx.us/list.aspx> .

If you need any other assistance, please don't hesitate to contact me.

Shelley Goodwin, TRMC
9400 Municipal Parkway
Garden Ridge, Texas 78266
citysecretary@ci.garden-ridge.tx.us
(210)651-6632 office
(210)651-9638 fax

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

-----Original Message-----

From: dmmccormick1982@gmail.com [<mailto:dmmccormick1982@gmail.com>]
Sent: Wednesday, December 14, 2016 5:43 PM
To: City Secretary

City Secretary

From: [REDACTED]
Sent: Saturday, December 17, 2016 4:30 PM
To: City Secretary
Subject: P&Z commissioners

Ms. Goodwin,
Please forward this e-mail to the P&Z commissioners.
Thank you!
Astrid Wisser

Dear Commissioners,

My family and I live in 9902 Katharine Glen, in the Regency Oaks subdivision. We moved here several years ago to enjoy Garden Ridge and its way of life.

It's our understanding that the city is planning to hire a city planner to help move on with the city masterplan. With the ongoing developments we are concerned how the land across from us is going to be used. For the developers and involving realtors this land is just another project but for us the consequences could impact us tremendously. We know that we as a city need to grow and with it we need businesses. But the growth needs to compliment our beautiful city and not hurt its residents financially and impact our quality of life. We are already dealing with increased traffic and the consequences that come with it.

Please keep the concerns of the citizens in mind as the city moves on with its development plans.

Sincerely,
Steve and Astrid Wisser

Bob & Leigh Doerr
10009 Calley Circle
Garden Ridge, TX 78266

Planning and Zoning Committee
City of Garden Ridge

December 18, 2016

Dear P&Z Committee:

My wife and I live in the Regency Oaks subdivision off FM 2252 and across the street from the now defunct golf range property, a section of land that has been for sale or lease now for some time. Last year, my wife and I, along with our neighbors in Regency Oaks, argued against rezoning that section of land in a manner that would allow "light industrial use." I believe it is currently zoned for professional use similar to the property adjacent to 2252 south of FM 3009.

We strongly encourage your committee to maintain the current zoning guidelines for this property. As the sections south of 3009 on 2252 fill up, we are certain that similar development will occur north of 3009. While maintaining the zoning status of the properties along 2252 may delay its sale, any delay will not hurt the property value of that land. However, rezoning its use has a high likelihood of damaging the value of property and homes in Regency Oaks, and depending what goes in there, could devalue Garden Ridge as a family friendly community.

Thanks for considering our comments.

Bob & Leigh Doerr



City of Garden Ridge

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MINUTES OF PLANNING & ZONING COMMISSION REGULAR MEETING TUESDAY, DECEMBER 13, 2016

Commissioners present:

Chairman Sam Stocks
Vice Chairman Frank Dansby
Commissioner Kay Bower
Commissioner Greg Czerniak
Commissioner David Heier
Commissioner Kitty Owen
Commissioner Shawn Willis

Commissioners Absent:

None

Also Present:

Nancy Cain, City Administrator
Shelley Goodwin, City Secretary

1. Call to Order

With a quorum of the Planning and Zoning Commission Members present, Sam Stocks, Chair called the Regular Meeting of the Garden Ridge Planning and Zoning Commission to order at 6:00 p.m. on Tuesday, December 13, 2016 in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Citizen Comments

No one wished to speak.

3. Business Items

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

- a) **Develop list of qualifications for professional planning services and guideline for interviewing of a professional planner for development of a Master Land Use Plan for the City of Garden Ridge**

The Planning and Zoning Commission provided input on the qualifications they wished to see in a professional planner. The following input for qualifications was provided:

Bachelor Degree in Urban Planning
Knowledge of GIS (map building and accessibility)
Municipal experience

Nancy Cain, City Administrator, provided a list of Planner Qualifications she felt should be considered when writing the qualifications (see attached).

The Planning and Zoning Commission discussed the guideline for interviewing professional planners. It was recommended to contact four professional planners and attend the next meeting to pitch what they can offer the City of Garden Ridge and the development of a Master Land Use Plan.

The Planning and Zoning Commission agreed by consensus that the Commission needs to develop a guideline for the interview process and the qualifications of professional planning service before interviewing.

The Planning and Zoning Commission agreed by consensus to provide their input in writing to the City Administrator regarding the qualifications for professional planning services.

b) Develop scope of project to be accomplished by professional planner in the development of a Master Land Use Plan for the City of Garden Ridge

Nancy Cain, City Administrator, provided a Project Scope she felt should be considered when developing the scope of the project to be accomplished by a professional planner (see attached). She also showed them a copy of the current Land Use Map and explained why the development of a new map is necessary.

The Commission also discussed the scope including the following items:

Historical Preservation
Possibilities of annexation
Parkland ratio for the City
Master Water Plan
Master Water/Wastewater Plan
Cultural of the City
School District
Traffic
Noise
Existing subdivisions
Economic Development with additional Sales Tax Base
Rewriting of Ordinances
Land Use Map

Some of the Commissioners felt the residents would not be interested in Multi-Family living or Garden Homes, while others felt that these types of developments could be controlled and regulated to asset the City.

The Planning and Zoning Commission agreed by consensus to provide their input in writing to the City Administrator regarding the scope of the project for the development of a Master Land Use Plan for the City of Garden Ridge.

4. Administrative Items

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

a) Minutes

i. November 7, 2016 City Council and Planning and Zoning Commission Joint Meeting

Motion: Upon a motion made by Commissioner Heier, and seconded by Commissioner Willis, to approve the minutes of November 7, 2016 City Council and Planning and Zoning Commission Joint Meeting. The Planning and Zoning Commission voted seven (7) for, none (0) opposed. The motion carried unanimously.

ii. November 15, 2016 Planning and Zoning Commission Special Meeting

Motion: Upon a motion made by Commissioner Dansby, and seconded by Commissioner Heier, to approve the minutes of November 15, 2016 Planning and Zoning Commission Special Meeting. The Planning and Zoning Commission voted seven (7) for, none (0) opposed. The motion carried unanimously.

b) Items discussed at the December 7, 2016 City Council Regular Meeting

This item was not discussed.

c) Set date, time and location for next meeting

Tuesday, January 10, 2017 at 6:00 p.m. if necessary.

5. Citizen's Participation: - 3 minute limit per citizen.

No one wished to speak.

6. Adjournment

Motion: Upon a motion made by Commissioner Dansby and a second by Commissioner Owen, the meeting was adjourned at 7:35 p.m.

Sam Stocks, Chair

ATTEST:

Shelley Goodwin, TRMC
City Secretary

**SIGN IN TO SPEAK AT THE DECEMBER 13, 2016
PLANNING AND ZONING COMMISSION REGULAR MEETING**

Rules for Citizen's Participation:

The Planning and Zoning Commission welcomes citizen participation and comments at all of their Commission Meetings. As a courtesy to your fellow citizens and out of respect to our elected officials, we request that if you speak, that you please follow these guidelines.

- a) Direct your comments to the entire Commission, not to an individual member, nor to the audience.
- b) Show the Commission the same respect and courtesy that you would like to be shown.
- c) Limit remarks to three (3) minutes per citizen during Item 3 and to three (3) minutes per citizen during Item 4.
- d) Citizens' comments will be limited to one (1) hour in Item 3 and thirty (30) minutes in Item 4.
- e) Citizen comments may be deferred to a specific Business Item set forth in Section 5, below, if such comments pertain to such Business Item

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.

Disclaimer:

Any disruptive behavior, including shouting or derogatory statements or comments, will 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.

NAME

ADDRESS

SUBJECT

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Planner Qualifications:

Current certification/licensing in professional planning.

Municipal planning experience in Texas.

Facilitate and attend meetings with the Planning and Zoning Commission, City Council, the public and stakeholders.

Assess the current challenges concerning zoning and development in the City of Garden Ridge.

Research, analyze, and evaluate data and information collected as it relates to the project scope.

Recommend zoning concepts/strategies for controlled growth and development while maintaining the character and ambiance of the city.

Project Scope:

Assist the City of Garden Ridge with updating and developing a Master Land Use Plan using current planning principals and strategies in determining the appropriate zoning categories/districts for the city that will allow for controlled growth and development , increase property and sales tax revenue, and maintain the character and ambiance of the City of Garden.

The Master Land Use Plan will incorporate the entire city limits with a strong focus along F.M. 2252. The Master Land Use Plan shall be a map that indicates future land development preferences and provides guidance to elected officials, city staff, the public and private developers on why and how land should be developed and used for certain areas of the city.

Facilitate meetings with the Planning and Zoning Commission and City Council throughout the process.

Facilitate meetings between the City of Garden Ridge, the public and stakeholders during the process.

Assist with developing zoning districts/classifications and zoning criteria for such as determined by the Master Land Use Plan.

Assist with updating of the city's zoning and subdivision ordinances to align with the Master Land Use Plan.

Assist the City of Garden Ridge with incorporating the Vision for the Future of Garden Ridge, Master Land Use Plan, the city's Strategic Plan, Water Master Plan, Wastewater Master Plan and Street Master Plan into a Comprehensive Master Plan for the City of Garden Ridge.