

DRAFT

PLANNING AND ZONING MINUTES

June 28, 2023

The Schertz Planning and Zoning Commission convened on June 28, 2023 at 6:00 p.m. at the Municipal Complex, Council Chambers, 1400 Schertz Parkway Building #4, Schertz, Texas.

Present: Glen Outlaw, Chairman; Richard Braud, Commissioner; Gordon Rae, Commissioner; Roderick Hector, Commissioner; Judy Goldick, Commissioner; Tamara Brown, Commissioner; John Carbon, Commissioner

Absent: Ernie Evans, Vice Chairman; Patrick McMaster, Commissioner

Staff present: Brian James, Deputy City Manager; Emily Delgado, Planning Manager; Samuel Haas, Senior Planner; Ameriz Gamez, Planner; Daisy Marquez, Planner; Tiffany Danhof, Administrative Assistant

1. CALL TO ORDER

Chairman Mr. Outlaw called the meeting to order at 6:00 P.M.

2. SEAT ALTERNATE TO ACT IF REQUIRED

Mr. Carbon was seated as an alternate.

3. HEARING OF RESIDENTS

Residents who choose to watch the meeting via live stream, but who would like to participate in Hearing of Residents, should email their comments to the Planning Division, at planning@schertz.com by 5:00p.m. on Tuesday, June 27, 2023, so that the Planning Division may read the public comments into the record under the hearing of residents. In the body of the email please include your name, your address, phone number, agenda item number if applicable or subject of discussion, and your comments.

This time is set aside for any person who wishes to address the Planning and Zoning Commission. Each person should fill out the Speaker's register prior to the meeting. Presentations should be limited to no more than three (3) minutes. Discussion by the Commission of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Hearing of Residents portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.

No one spoke.

4. CONSENT AGENDA:

A. Minutes for the June 14, 2023 Regular Meeting.

B. PLFP20230152 - Consider and act upon a request for approval of a final plat of the Core5 Subdivision, an approximately 165 acre tract of land generally located at the northwest corner of the intersection of Scenic Lake Drive and IH-10, also identified as Parcel IDs: 619013, 619006, 619017, City of Schertz, Bexar County, Texas

Motioned by Commissioner Gordon Rae to approve the consent agenda's,
seconded by Commissioner Judy Goldick

Vote: 7 - 0 Passed

5. PUBLIC HEARING:

The Planning and Zoning Commission will hold a public hearing related to zone change requests and replats within this agenda. The public hearing will be opened to receive a report from staff, the applicant, the adjoining property owners affected by the applicant's request, and any other interested persons. Upon completion, the public hearing will be closed. The Commission will discuss and consider the application, and may request additional information from staff or the applicant, if required. After deliberation, the Commission is asked to consider and act upon the following requests and make a recommendation to the City Council if necessary.

- A.** PLUDC20230133 - Hold a public hearing, workshop and discussion and possible action to make a recommendation on amendments to Part III of the Schertz Code of Ordinances, Unified Development Code (UDC) to Article 8, Section 21.8.4 - Home Occupations

Mr. Haas provided a presentation.

Mr. Outlaw opened the public hearing at 6:08 P.M.

No one spoke.

Mr. Outlaw closed the public hearing at 6:08 P.M.

Motioned by Commissioner Judy Goldick to approve with conditions, seconded by
Commissioner Gordon Rae

Vote: 7 - 0 Passed

6. ITEMS FOR INDIVIDUAL CONSIDERATION:

- A.** PLPP20230139 - Consider and act upon a request for approval of a preliminary plat for the Palapas - John Subdivision, an approximately 3.5 acre tract of land located approximately 250 feet west of the intersection of Schertz Parkway and IH 35, City of Schertz, Guadalupe County. Parcel ID: 64689, 64677, & 64687.

Mr. Haas provided a presentation

Motioned by Commissioner Richard Braud to approve, seconded by Commissioner
Judy Goldick

Vote: 7 - 0 Passed

7. WORKSHOP AND DISCUSSION:

- A.** Workshop, Discussion, and Possible Action in relation to UDC Section 21.4.3. Notice Requirements, specifically in relation to public hearing notification signs

Mrs. Delgado provided a presentation, and no action was needed.

8. REQUESTS AND ANNOUNCEMENTS:

A. Requests by Commissioners to place items on a future Planning and Zoning Agenda

There were no requests from Commissioners.

B. Announcements by Commissioners

- City and community events attended and to be attended
- Continuing education events attended and to be attended

There were no announcements by City staff.

C. Announcements by City Staff.

- City and community events attended and to be attended.

There were announcements by City Staff.

**9. INFORMATION AVAILABLE IN THE PLANNING AND ZONING COMMISSION
PACKETS- NO DISCUSSION TO OCCUR**

A. Current Projects and City Council Status Update

10. ADJOURNMENT OF THE REGULAR MEETING

Chairman Mr. Outlaw adjourned the regular meeting at 6:59 P.M.

Chairman, Planning and Zoning Commission

Recording Secretary, City of Schertz