

# DRAFT

## PLANNING AND ZONING MINUTES

October 11, 2023

The Schertz Planning and Zoning Commission convened on October 11, 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, Vice Chairman; Danielle Craig, Commissioner; Tamara Brown, Commissioner- Seated at 6:25 P.M.; John Carbon, Commissioner; Patrick McMaster, Commissioner

Absent: Gordon Rae, Commissioner; Roderick Hector, Commissioner; Judy Goldick, Commissioner

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

### 1. CALL TO ORDER

Chairman Mr. Outlaw called the meeting to order at 6:15 P.M.

### 2. SEAT ALTERNATE TO ACT IF REQUIRED

Mrs. Craig and Mr. McMaster were seated as the alternates.

### 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](mailto:planning@schertz.com) by 5:00p.m. on Tuesday, October 10, 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 September 27, 2023, Regular Meeting.

Motioned by Commissioner Patrick McMaster to approve, seconded by Commissioner John Carbon

**Vote:** 5 - 0 Passed

Other: Commissioner- Seated at 6:25 P.M. Tamara Brown (ABSENT)

**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.** PLUDC20230228 - 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 3 - Boards, Commissions, and Committees and Article 12 - Subdivisions.

Mr. Haas provided a presentation.

Mr. Outlaw opened the public hearing at 6:29 P.M.

No one spoke.

Mr. Outlaw closed the public hearing at 6:30 P.M.

Motioned by Commissioner John Carbon to approve, seconded by Commissioner Patrick McMaster

**Vote:** 6 - 0 Passed

**6. REQUESTS AND ANNOUNCEMENTS:**

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

There were no requests by Commissioners.

- B.** Announcements by Commissioners

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

There were announcements by Commissioners.

- C.** Announcements by City Staff.

- City and community events attended and to be attended.

There were announcements by City staff.

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

- A.** Current Projects and City Council Status Update

**8. ADJOURNMENT OF THE REGULAR MEETING**

Chairman Mr. Outlaw adjourned the regular meeting at 7:01 P.M.

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Chairman, Planning and Zoning Commission

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Recording Secretary, City of Schertz