

CITY OF SANTA FE  
PLANNING AND ZONING COMMISSION  
REGULAR MINUTES  
AUGUST 2, 2022, 7:00 P.M.  
COUNCIL CHAMBER, SANTA FE CITY HALL  
12002 HWY 6, SANTA FE, TEXAS 77510

MINUTES

I. CALL TO ORDER

The meeting was called to order at 7:06 p.m. by Glennie Hefner.

II. ROLL CALL:

Present:

- a. Glennie Hefner
- b. Wyndee Wagner-McGee
- c. Ronnie Willoughby
- d. Janet Davis
- e. Shannon Wofford

Absent: Gary Smith

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation and Pledge of Allegiance to the U.S. Flag and to the Texas Flag was given by Ronnie Willoughby.

III. APPROVAL OF MINUTES

The minutes of the 6/7/2022 regular meeting, 6/20/2022 special meeting and 6/25/2022 special meeting were approved as presented.

IV. ZONING

- a. No zoning items for consideration this month.

V. PLANS

- a. Consideration and possible action: Overmire Investments Development site and landscaping plan review, located immediately to the east of 13404 FM 1764.

Matt Johnson the City Engineer explains currently this is property is zoned Highway Commercial and located between Tractor Supply and the nail salon. Overmire Investments Development is planning to build a prefab building that a little over 9,000 sqft for office space. The landscape plans have been reviewed and they meet the requirements. The plans are for Mr. Overmire who is an accountant to build out the first third for himself and moving his staff from City of Dickinson to Santa Fe.

Wyndee Wagner-McGee makes a motion to approve the Overmire Investments Development site landscaping plan review, located immediately to the east of 13404 FM 1764, seconded by Ronnie Willoughby. The motion passed unanimously.

VI. BUSINESS ITEMS

a. OLD BUSINESS

- i. Consideration and possible action: Development of recommended legislation for the City Council regarding the establishment of an age limit for manufactured homes that are brought into Santa Fe.

City Engineer Matt Johnson introduced the item. Commission discussed the proposed age limit at length. Wyndee Wagner-McGee wanted to know about the surrounding cities ordinances that are in place for the age limit for a manufactured home and how often did this come up. Janet Davis wanted to know what this would accomplish by establishing a age limit because she felt that you could have a really old mobile home that's in really good shape or you could have a not so good mobile home in shape. Mrs. Davis also expressed her concerns about establishing an age limit might be illegal establishing what year a mobile home would be allowed. Ronnie Willoughby expressed there must be something before a trailer is brought into the city to live in it needs to meet certain expectations and not be a substandard structure. Glennie Hefner expressed who's going to inspect those mobile homes before they are moved in the city and then when it's moved here and doesn't meet criteria how do you make the homeowners move it and to enforce these regulations. Following the discussion, it was that the age of the mobile home was not as important as its compliance with our current codes.

- ii. Consideration and possible action: Development of legislation for the City Council regarding the use of trailers, containers, shipping containers, commercial boxes, vehicles, or similar structures as accessory buildings.

The commissioner's provided guidance regarding allowing the containers to be used in residential areas on lots of a certain size and with general guidelines on setbacks and screening. Frank Trochesset at 3605 Ave F felt that the people with acreage should be allowed to put storage containers on their land, one because they are good storage. He did The City Engineer was directed to develop sample language to be presented at a future meeting.

b. NEW BUSINESS

- i. Consideration and possible action regarding SD220701: regarding the approval of an amending plat of Hidden Meadows Subdivision, originally approved as SD200101.

Matt Johnson the City Engineer stated this is an amended plat because the surveyor had misspelled "Daisey" which needed to be spelt like the flower "Daisy". The appraisal district, & power company all have it the correct way, so the plat needs to match. Matt informed the reason it had to come to P&Z was because the city's ordinance says amended plats have to come in front of the board. Wyndee Wagner-McGee makes a motion to approve the amending plat, seconded by Ronnie Willoughby. The motion passed unanimously.

- ii. Consideration and possible action regarding proposed text amendments to Chapter 8 SUBDIVISIONS, Section 3.10 Replating without vacating a preceding plat; Section 3.12 Amending Plats; Section 4.12 Minor Plats; Section 4.3 Preliminary Plats; and Section 4.4 Final Plats of the City of Santa Fe, Texas Code of Ordinances.

Tabled until September meeting for further discussion.

VII. REPORTS

- a. Minor Plats approved
  - i. SD220501: Coffey Bounds, being 5.091 acres of land, 2 Lots, 1 Block with the legal description Lot 3, Block 58 of Town of Arcadia, Santa Fe, Galveston County, Texas.

Matt Johnson the City Engineer advised the commissioners this was a minor plat that he approved and that the code of ordinances requires him to provide a listing of all minor plats at each meeting that are administratively approved.

VIII. DISCUSSIONS

- a. Briefing, discussion, and direction: Solicitation and development of possible future planning and zoning related legislation recommendations to the City Council and prioritization of the same.

Wyndee Wagner-McGee likes the lay out of the agenda. She wants to know if there's a way to add a public meeting section on the agenda letting the public know they can talk about things that are on the agenda to encourage the public to voice their opinions.

IX. ADJOURN

Motion made by Ronnie Willoughby to adjourn. The motion passed and the meeting adjourned at 8:16 p.m.

  
Secretary

  
Vice Chairman