

CITY OF SANTA FE
REGULAR PLANNING AND ZONING COMMISSION MEETING
JUNE 6, 2023 7:00 P.M.
COUNCIL CHAMBERS
12002 HWY. 6, SANTA FE, TEXAS

MINUTES

The meeting was called to order at 7:02 p.m. by Chairperson Glennie Hefner.

Roll Call: Present: Chairperson Glennie Hefner
Vice Chairperson Wyndee Wagner-McGee
Commissioner Janet Davis
Commissioner Andrew Mills
Commissioner Shannon Wofford

Absent: Secretary Ronnie Willoughby
Commissioner Gary Smith

III. Commissioner Shannon Wofford led the Invocation and the Pledge of Allegiance to the U.S. Flag and to the Texas Flag was led by Chairperson Glennie Hefner.

IV. Citizens' Comments

There were no citizens' comments.

V. Approval of Minutes

Vice-Chairperson Wyndee Wagner-McGee made a motion to approve the minutes from the May 2, 2023, Regular Meeting and Commissioner Shannon Wofford seconded the motion. The motion passed unanimously.

VI. Business:

A. New Business:

1. **Introduction of Georgia Carmack the City's new Director of Community Services**
City Secretary/Acting City Manager Alun Thomas introduced Georgia Carmack, the City's new Director of Community Services. Mr. Thomas stated that Ms. Carmack's position would be confirmed at the Santa Fe City Council Meeting on Thursday, June 8, 2023.

2. **Consideration and possible action: Request for approval of the Final Plat of Centennial Oaks, being 42.4504 (1,849,142 sq ft) in Lot 1 Block 80 in the I&GN Railway Survey Number 16, 17, 18, and 19, town of Arcadia, as recorded in Volume 91, Page 216 and 2021046435, Deed Records of Galveston County, Texas**
Chief Building Official Ray Burgess gave an overview of the Final Plat of the Centennial Oaks Subdivision and stated that the infrastructure is approximately 95% complete and that it would take four to six weeks to do final inspections. Mr. Burgess also explained that the approval of the

Final Plat of the Centennial Oaks subdivision by the Santa Fe Planning and Zoning Commission is the final step in taking the subdivision through the final acceptance by the Santa Fe City Council.

Mr. Burgess advised that the Centennial Oaks Subdivision Final Plat and the Deed Restrictions should be recorded simultaneously at the Galveston County Clerk's Office so that information for both is easily accessible to anyone searching for that information.

Mr. Burgess continued by saying that the Centennial Oaks Subdivision Final Plat has pertinent information on it, such as who is responsible for maintaining the detention ponds, etc.

Mr. Burgess advised that Travis Sellers of IDS Engineering Group, Incorporated, will be assisting Mr. Burgess in the final walk-through to make sure that the subdivision has been built according to the approved specifications. Mr. Burgess also stated that he and Street Department Superintendent Billy Creppon are working with Mr. Sellers to ensure that any side streets adjacent to the Centennial Oaks Subdivision that have been cut through or damaged as a result of the construction of the subdivision has been repaired or is in the process of being repaired.

Commissioner Andrew Mills asked Mr. Burgess if the detention ponds would be fenced. Mr. Burgess responded, saying that the engineer is responsible for following the drainage criteria manual. He further explained that the City of Santa Fe has required that a third-party inspection firm, Project Surveillance, work with IDS Engineering Group to ensure that the infrastructure is up to code. Mr. Burgess stated that the City is receiving weekly reports from Project Surveillance.

Mr. Burgess recommended that the Final Plat of the Centennial Oaks Subdivision be approved.

Commissioner Andrew Mills made a motion to approve the Final Plat of the Centennial Oaks Subdivision. Vice-Chairperson Wyndee Wagner-McGee seconded the motion and the motion passed unanimously.

3. Consideration and possible action: Review of the City of Santa Fe's proposed Comprehensive Plan

City Secretary/Acting City Manager Alun Thomas explained that Santa Fe's proposed Comprehensive Plan that has been in progress for over a year, and that State law requires that the Planning and Zoning Commission have the opportunity to review the Final Draft before going before the Santa Fe City Council for Public Hearing, as defined by Local Government Code Section 104 Chapter 213.001.

Mike Shelton, P.E., AICP and Josie Ortiz, AICP of Kimley-Horn gave a PowerPoint presentation on the Final Draft of the proposed Comprehensive Plan, which defines Santa Fe's vision statement as wanting "to enhance our rural character and friendly community through intentional growth, distinguishing ourselves in the region as a place where people and businesses can thrive for generations".

The presentation also outlined the goals of the proposed Comprehensive Plan, which includes:

- Save space for future infrastructure and recreational needs
- Attract businesses that will provide employment and entertainment opportunities
- Develop middle market housing inventory

Commissioner Andrew Mills made a motion to review the proposed Comprehensive Plan and put it on the agenda for the July 11, 2023, Planning and Zoning Commission Meeting, to give the Planning and Zoning Commission an opportunity to read it. Commissioner seconded the motion and the motion passed unanimously.

Commissioner Janet Davis asked the Kimley-Horn representatives if the Santa Fe City boundaries and the Extraterritorial Jurisdictions (ETJs) analysis had been split, and Ms. Ortiz responded that they had not been separated, but they did provide clarification on what the data were showing.

Santa Fe resident Christine Villere of 3015 Avenue F, asked for a copy of the proposed Comprehensive Plan and Commissioner Mills responded that she would be able find the link to it on the City of Santa Fe website. Mr. Thomas added that he would get her a copy, as well.

Ms. Villere also expressed her concern that developers from outside of Santa Fe might not be concerned with the best interest of the city or its residents in terms of employing locally.

VII. Adjournment

Commissioner Andrew Mills made a motion to adjourn the meeting and Commissioner Shannon Wofford seconded the motion. The motion passed unanimously, and the meeting was adjourned at 7:38 p.m.



Glennie Hefner, Chairperson

ATTEST:



Ronnie Willoughby, Secretary