

CITY OF SANTA FE
PLANNING AND ZONING COMMISSION
REGULAR MINUTES
MARCH 14, 2023, 7:00 P.M.
COUNCIL CHAMBER, SANTA FE CITY HALL
12002 HWY 6, SANTA FE, TEXAS 77510

MINUTES

The meeting was called to order at 7:00 p.m. by Chairperson Glennie Hefner.

ROLL CALL

Present

Chairperson Glennie Hefner

Vice Chairperson Wyndee Wagner-McGee

Secretary Ronnie Willoughby

Commissioner Janet Davis

Commissioner Andrew Mills

Commissioner Gary Smith

Commissioner Shannon Wofford

Absent

None

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation and pledge of allegiance were led by Shannon Wofford.

CITIZENS' COMMENTS

There were no comments from citizens.

APPROVAL OF MINUTES

a. Consideration and possible action: approval of the minutes from the February 7, 2023 Regular Meeting

Commissioner Davis asked that the second paragraph under "new business" be revised to sound more professional by removing the reference to the "Santa Fe Way" from the paragraph.

Motion by Commissioner Mills, seconded by Commissioner Willoughby, to approve the minutes with the requested correction. The motion passed unanimously.

ZONING

None.

PLANS

None.

BUSINESS ITEMS

OLD BUSINESS

None.

NEW BUSINESS

i. Public Hearing – SD 230202 – a replat of Lot 1 DUPLANTIS SUBDIVISION. Located at 3337 Tower Road, Santa Fe, Texas.

Chairperson Hefner opened the public hearing at 7:05 p.m.

There were no comments from the public.

Chairperson Hefner closed the public hearing at 7:06 p.m.

ii. Consideration and possible action regarding SD 230202 – a replat of Lot 1 DUPLANTIS SUBDIVISION. Located at 3337 Tower Road, Santa Fe, Texas.

Chief Building Official/Acting Director of Community Services Ray Burgess presented the item to the Commission and explained that the proposed replat meets the City's requirements under its Code of Ordinances. He explained that ordinarily such minor plats would be handled administratively by staff but that a previous employee of the City had started the process of having it approved by the Planning and Zoning Commission, so this item will allow the City to complete that process. The Commission briefly discussed the size and shapes of the proposed lots.

Motion by Commissioner Mills, seconded by Commissioner Wagner-McGee, to approve the replat as presented. The motion passed unanimously.

iii. Consideration and possible action regarding SD 230301 – a request to vacate the YOUNG ACRES Minor Plat.

Chief Building Official/Acting Director of Community Services Ray Burgess presented the item, explained the plat vacation process, and provided a brief history of the property. Mr. Burgess recommended that the Commission approve the request to vacate the plat and said that, if the request is approved, the property owner plans to replat the lot into larger parcels than currently exist.

Motion by Commissioner Willoughby, seconded by Chairperson Hefner, to approve the plat vacation as presented. The motion passed unanimously.

iv. Public Hearing – SD210903 – a final plat for Maple Landing Subdivision (30 lots) located at the approximate corner of Tower Rd and Maple Street addressed as 3740 Tower Rd, Santa Fe, Texas 77517, being a 9.0169- acre lot with the legal description AUSTIN ADDN RPLT (2017) ABST 613 BLOCK 1 LOT 1 (1-30) Santa Fe, Galveston County, Texas.

Chairperson Hefner opened the public hearing at 7:17 p.m.

There were no comments from the public.

Chairperson Hefner closed the public hearing at 7:17 p.m.

v. Consideration and possible action regarding SD 210903 – a final plat for Maple Landing Subdivision (30 lots) located at the approximate corner of Tower Rd and Maple Street addressed as 3740 Tower Rd, Santa Fe, Texas 77517, being a 9.0169- acre lot with the legal description AUSTIN ADDN RPLT (2017) ABST 613 BLOCK 1 LOT 1 (1-30) Santa Fe, Galveston County, Texas.

Chief Building Official/Acting Director of Community Services Ray Burgess presented the item. He said that the developer's preliminary plat expired a couple of months ago, but that because progress has continued to be made on the property and corrections have been made to the plat, staff recommends approval of this item.

The Commission briefly discussed the plat and the zoning for the subdivision.

Motion by Commissioner Willoughby, seconded by Commissioner Mills, to approve the final plat as presented. The motion passed unanimously, with Commissioner Wagner-McGee abstaining from the vote.

REPORTS

None.

DISCUSSIONS

None.

ADJOURN

Motion by Commissioner Wagner-McGee to adjourn. The motion passed and the meeting adjourned at 7:24 p.m.

ATTEST:



RONNIE WILLOUGHBY, SECRETARY



GLENNIE HEFNER, CHAIRPERSON