

**CITY OF SANTA FE
PLANNING AND ZONING COMMISSION
REGULAR MEETING
MAY 2, 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
Secretary Ronnie Willoughby
Commissioner Janet Davis
Commissioner Gary Smith

Absent: Commissioner Andrew Mills
Commissioner Shannon Wofford

The Invocation was given by Santa Fe Chief Building Official/Acting Director of Community Services Ray Burgess. The Pledge of Allegiance to the U.S. Flag and the Texas Flag was led by Chairperson Glennie Hefner.

Citizens' Comments:

There were no comments from citizens.

Approval of Minutes:

a. Consideration and possible action: approval of the minutes from the March 14, 2023, Regular Meeting

Commissioner Janet Davis made a motion to approve the Minutes from the March 14, 2023, Regular Meeting. Commissioner Ronnie Willoughby seconded the motion, and the motion passed unanimously.

Business Items

a. New Business

i. Consideration and possible action: Request for approval of a Corridor Development Zoning Permit Application for 4009 FM 646 N, Santa Fe, Texas, legally described as a tract of land containing 2.8908 acres (125,922 square feet), more or less, situated in the John Brennan Survey, Abstract 42, Galveston County, Texas

Chief Building Official/Acting Director of Community Services Ray Burgess gave an overview of the property and what is required to be in compliance with City Ordinances. Mr. Burgess further explained that all requirements have been met by the property owner and that it is the City's recommendation to approve the Corridor Development Zoning Permit Application.


Chairperson Hefner asked if there were any questions from the public, and there were none.

Vice Chairperson Wyndee Wagner-McGee made a motion to approve the request for a Corridor Development Zoning Permit for 4009 FM 646 N, Santa Fe, Texas. Commissioner Ronnie Willoughby seconded the motion, and the motion passed unanimously.

Chief Building Official Ray Burgess presented the Community Development Report for April 2023, that he developed to demonstrate the flow and timeline of the necessary steps of the building process from inception to completion as it relates to the City's Community Development Department. There was no action necessary.

Commissioner Willoughby made a motion to adjourn, and Vice Chairperson Wagner-McGee seconded the motion. The motion passed and the meeting adjourned at 7:18 p.m.

ATTEST:



Ronnie Willoughby, Secretary



Glennie Hefner, Chairperson