

**CITY OF SANTA FE
PLANNING AND ZONING COMMISSION
REGULAR MEETING
JULY 11, 2023 7:00 P.M.
COUNCIL CHAMBERS
12002 HWY. 6, SANTA FE, TEXAS**

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 Shannon Wofford

Absent: Commissioner Janet Davis, excused
Commissioner Andrew Mills, excused

The Invocation was given by Commissioner Shannon Wofford, who also led the Pledge of Allegiance.

IV. Citizens' Comments

There were no citizen comments.

I. Approval of Minutes

A. Approval of the Minutes from the June 6, 2023, Planning and Zoning Commission Regular Meeting.

Vice-Chairperson Wagner-McGee made a motion to approve the Minutes from the June 6, 2023, Planning and Zoning Commission Regular Meeting and Commissioner Wofford seconded the motion. The motion carried unanimously.

II. Business:

A. Old Business

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

Mike Helton, P.E., AICP and Josie Ortiz, AICP with Kimley-Horn mentioned to the Commission that during the June 6, 2023, Planning and Zoning Commission meeting, it had been agreed to by the Commission to defer any action on the City of Santa Fe's proposed Comprehensive Plan to give the Commissioners an opportunity to thoroughly review the 662-page document.

Mr. Helton and Ms. Ortiz then offered to receive any input and answer any questions that the Commissioners may have had after their review of the City of Santa Fe's proposed Comprehensive Plan. Chairperson Hefner advised that the only change that the Commission requested be made is for the Santa Fe Independent School District parcel located east of Cemetery Road and north of Lago be corrected from 'Public Use' to 'Traditional Residential'.

Vice-Chairperson Wagner-McGee made a motion to approve the City of Santa Fe's proposed Comprehensive Plan. Secretary Willoughby seconded the motion and the motion passed unanimously.

B. New Business

1. Recognition of former Commissioner Gary Smith for his years of service to the Santa Fe Planning and Zoning Commission.

Chairperson Hefner publicly expressed gratitude on behalf of the Planning and Zoning Commission to Gary Smith for his eighteen (18) years of service to the Commission. Mr. Smith was not in attendance.

2. Consideration and possible action: Request for approval of the Final Plat of Mulberry Farms Section 2, a subdivision of 21.295 acres of land located in the Mary Austin Survey, Abstract 1, also being a portion of Lots 9 & 10 of the Thomas' Subdivision as recorded in Volume 118, Page 400, Galveston County Map Records, City of Santa Fe, Galveston County, Texas, located within the Mulberry Farms Public Improvement District.

Chief Building Official Ray Burgess gave an update to the Commission on the progress being made in Section 2 of the Mulberry Farms subdivision, pointing out that the water and sewer had been installed and the developers planned to start laying the streets within approximately two weeks. Mr. Burgess recommends approval of the Final Plat of Mulberry Farms Section 2. Secretary Willoughby inquired about a triangular parcel of land on the southeast portion of the plat and its possible use. Mr. Burgess advised that that parcel will be used to help reshape the existing curves on Avenue L and will be the one of final actions in the development of the subdivision.

Secretary Willoughby made a motion to approve the Final Plat of Mulberry Farms Section 2 and Vice-Chairperson Wagner seconded the motion. The motion passed unanimously.

3. Consideration and possible action: Request for approval of a Corridor Development Zoning Permit Application for 4206 Warpath Avenue, Santa Fe, Texas, legally described as ABST 47 L CRAWFORD SUR PT OF OUTLOT 388 (388-2) ALTA LOMA OUTLOTS

Mr. Burgess advised the Commission that the developers for Whataburger submitted plans for a scaled-back version of the building in order to accommodate the traffic flow for the shopping

center parking lot where it is planned to be constructed and that they had resubmitted their Texas Department of Transportation (TxDOT) hydrology permit. Mr. Burgess stated that the Santa Fe Community Service Department met with the civil engineers last week to work on the site plan. Mr. Burgess concluded, stating that the Community Service Department performed the plan review and agree that all criteria, including parking and landscaping requirements, have been met to approve the issuance of a Corridor Development Zoning Permit, and that staff recommends approval of said permit.

Vice-Chairperson Wagner made a motion to approve the issuance of a Corridor Development Zoning Permit and Commissioner Wofford seconded the motion. The motion carried unanimously.

III. Adjournment

Vice-Chairperson Wagner made a motion to adjourn, and Secretary Willoughby seconded the motion. The meeting adjourned at 7:13 p.m.


Secretary Ronnie Willoughby


Chairperson Glennie Hefner