

**CITY OF SANTA FE
PLANNING AND ZONING COMMISSION
REGULAR MEETING
NOVEMBER 7, 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
 Commissioner Ronnie Willoughby
 Commissioner Shannon Wofford
 Commissioner Janet Davis
 Commissioner Christine Villere
 Commissioner Andrew Mills arrived at 7:12 p.m.

Absent: None

The Invocation was given by Commissioner Janet Davis, and Chairperson Glennie Hefner led the Pledge of Allegiance to the U. S. Flag and to the Texas Flag.

Citizens' Comments:

There were no comments from citizens.

Approval of the Minutes from the October 3, 2023, Regular Meeting

Vice-Chairperson Wagner-McGee asked that Section VI. A. 2. of the Minutes of the October 3, 2023, Regular Meeting, include Chief Building Official Ray Burgess's comments that the detention for the parking lot had been previously planned for and calculated into the Centennial Oaks project.

Motion by Commissioner Willoughby to approve the Minutes of the October 3, 2023, Regular Meeting with the addition of Vice-Chairperson Wagner-McGee's suggestion, seconded by Vice-Chairperson Wagner-McGee. The motion passed the roll call vote unanimously.

Business:

New Business:

1. Public hearing: ZC230903 – Request to change the Zoning classification at 12120 FM 1764, Santa Fe, Texas, legally described as ABST 11 W 120 FT OF LOT 18 (18-2) NOVELLI SUB, from Single-Family Residential (R-1) to Highway Commercial (HC); and to permit a Conditional Use Permit to allow a single-family, attached caretaker residence.

Community Services Director Georgia Carmack explained that the City is requesting that the property located at 12120 FM 1764, Santa Fe, Texas, be rezoned from Single-Family Residential (R-1) to Highway Commercial (HC) to accommodate the new homeowners, Jarrod Bleckinger and wife Monica Spanos's desire to establish a furniture

sales business with a Conditional Use Permit request to allow a residential single-family attached caretaker residence. Ms. Carmack advised that the properties in the immediate vicinity of this home are zoned at either Neighborhood Commercial (NC) or Highway Commercial (HC) and that this request for zoning classification change aligns with the City of Santa Fe's Comprehensive Plan for creating commercial properties along the major thoroughfares with the city.

In response to Vice-Chairperson Wagner-McGee's question of whether a new home would be constructed at that location, Monica Spanos stated that the existing home, built in 1977, has recently been remodeled to accommodate having both the living quarters and the business, including separate entrances to each.

Chairperson Hefner opened the Public Hearing at 7:07 p.m.

There were no comments.

Chairperson Hefner closed the Public Hearing at 7:08 p.m.

2. Consideration and possible action: ZC230903 – Request to change the Zoning classification at 12120 FM 1764, Santa Fe, Texas, legally described as ABST 11 W 120 FT OF LOT 18 (18-2) NOVELLI SUB, from Single-Family Residential (R-1) to Highway Commercial (HC); and to permit a Conditional Use Permit to allow a single-family, attached caretaker residence.

Motion by Vice-Chairperson Wagner-McGee to approve the request as written, seconded by Commissioner Willoughby. The motion passed the roll call vote unanimously.

3. Public Hearing: Request to amend Subsection 4.03.05 C of Section 4.03, R-2 Medium Density Residential District, of Article 4, Zoning Districts, of the City of Santa Fe's Zoning Code to reduce the rear setback requirement from twenty-five (25) foot to fifteen (15) foot.

Community Services Director Georgia Carmack stated that the current setback for homes in R-2 (Medium Density Residential District) is twenty-five (25) feet and that the City is requesting an Ordinance amendment reducing the setback to fifteen (15) feet, as they currently are for homes in R-1 (Single-Family Residential) Zones.

Ms. Carmack explained that the primary difference between the two is that R-2 only allows for a 5000' minimum lot, while R-1 allows for a 6000' minimum lot and the reduction in R-2 setback would give those homeowners more flexibility in home improvements, which will theoretically help in resident retention in longer term.

Chairperson Hefner opened the Public Hearing at 7:11 p.m.

There were no comments.

Chairperson Hefner closed the Public Hearing at 7:11 p.m.

4. Consideration and possible action: Request to amend Subsection 4.03.05 C of Section 4.03, R-2 Medium Density Residential District, of Article 4, Zoning Districts, of the City of Santa Fe's Zoning Code to reduce the rear setback requirement from twenty-five (25) foot to fifteen (15) foot.

Vice-Chairperson Wagner-McGee questioned whether the rear setback amendment would be beneficial since, according to her calculations, the current rear setback requirements for already allow for the same amount of buildable square footage.

Chief Building Official Ray Burgess explained that the purpose of the R-2 Zoning District is to create a larger density and the larger setback is hindering the maximization of the density. Mr. Burgess further explained that reducing the twenty-five (25) foot rear setback in the R-2 would make it uniform with the fifteen (15) foot setback that is currently in the R-1 Zoning Districts.

Vice-Chairperson Wagner-McGee responded that, while she does agree with meeting Santa Fe's need for Missing Middle housing, she does not believe that the action requested will meet that need.

After lengthy discussion between the Planning and Zoning Commission and City staff, the Commissioners requested that this agenda item be postponed until the next Regular Meeting of the Planning and Zoning Commission.

Motion by Vice-Chairperson Wagner-McGee to table this agenda item until the next Regular Meeting of the Planning and Zoning Commission, seconded by Commissioner Davis. The motion passed the roll call vote unanimously.

5. Consideration and possible action: Request for approval of a Corridor Development Zoning Permit Application for 4008 N FM 646, Santa Fe, Texas, legally described as ABST 47 CRAWFORD SUR LOT 25 LANGFORD SUB

Chief Building Official Ray Burgess stated that Big K Construction, LLC, currently based in Hitchcock, Texas, has purchased and made major improvements to the building at 4008 N FM 646 in Santa Fe, with the intention of relocating the business to that address. Mr. Burgess added that Big K Construction co-owner has submitted a request for a Corridor Development Zoning Permit, and City Staff recommends approval.

Motion by Commissioner Willoughby to approve the Corridor Development Zoning Permit Application, seconded by Vice-Chairperson Wagner-McGee. The motion passed the roll call vote unanimously.

6. Consideration and possible action: Request for approval of a Corridor Development Zoning Permit Application for four (4) parcels of land located on FM 1764, Santa Fe, Texas; Parcel 1 at 13009 FM 1764, Santa Fe, Texas, legally described as ABST 1 PAGE 10 PT OF LOT 215 (215-7) THAMANS 2ND SUB; Parcel 2 at 13011 FM 1764, Santa Fe, Texas, legally described as ABST 1 PAGE 10 PT OF LOT 215 (215-8) THAMANS 2ND SUB; Parcel 3 at 13013 FM 1764, legally described as ABST 1 PAGE 10 OF LOT 215 (215-9) THAMANS SUB; Parcel 4 at 13013 FM 1764, legally described as ABST 1 PAGE 10 OF LOT 215 (215-10) THAMANS 2ND SUB

Roger Carter stated that his company, RC Systems, was founded in 1979, and was originally located in Santa Fe at 2513 N FM 646, then moved to its current, larger location at 8621 Hwy. 6 in Hitchcock, Texas, in 2001. Mr. Carter explained that the growth of RC Systems will require a larger building, so he purchased the property in question to move his business back to Santa Fe.

Chief Building Official Ray Burgess explained that the replat on the four parcels is in progress, as well as the site development, and that the Corridor Development Zoning Permit Application has been submitted. Mr. Burgess concluded by recommending approval of the Corridor Development Zoning Permit Application.

In response to a question by Commissioner Mills on whether any of the existing trees on the property would be preserved, Mr. Carter stated that the trees on the property line will remain, with the exception of any that would interfere with parking or drainage.

Motion by Commissioner Mills to approve the Corridor Development Zoning Permit Application, seconded by Commissioner Willoughby. The motion passed the roll call vote unanimously.

7. Discussion and direction: Scheduling of 2024 Planning and Zoning Commission meetings

Community Services Director Georgia Carmack presented the proposed dates of the Planning and Zoning Commission Regular Meetings for 2024. The Commission agreed to the proposed dates.

Motion by Commissioner Willoughby to adjourn, seconded by Commissioner Mills. The meeting adjourned at 7:45 p.m.

ATTEST:



Georgia Carmack, Community Services Director


Glennie Hefner, Chairperson