

**CITY OF SANTA FE
PLANNING AND ZONING COMMISSION
REGULAR MEETING
JANUARY 9, 2024 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 Vice-Chairperson Wyndee Wagner-McGee.

Roll Call: Present: Vice-Chairperson Wyndee Wagner-McGee
Commissioner Ronnie Willoughby
Commissioner Janet Davis
Commissioner Shannon Wofford
Commissioner Andrew Mills
Commissioner Christine Villere
Absent: Chairperson Glennie Hefner, excused

The Invocation was given by Commissioner Shannon Wofford, who then also led those present in the Pledge of Allegiance to the U. S. Flag and to the Texas Flag.

Citizens' Comments:

There were no comments from citizens.

V. Approval of the Minutes from the December 5, 2023, Regular Meeting

Motion by Commissioner Mills to approve the Minutes from the December 5, 2023, Regular Meeting, seconded by Commissioner Davis. The motion passed the roll call vote unanimously.

VI. Business:

1. Public Hearing: ZC231101 – Request to change the Zoning Classification at 17721 E Highway 6, Santa Fe, Texas, legally described as ABST 603 PAGE 1 LOTS 1 THRU 6 BLK 159 NEW ALGO, ABST 603 I & G N RR SUR SEC 21 AND ROW ADJ TO BLKS 158 & 159 (158-0-1) NEW ALGOA, ABST 603 PAGE 1 PT OF LOTS 9 12 BLK 158 NEW ALGOA, ABST 603 PAGE 1 LOTS 27& 28 SUMRALL SUB, from Transportation (TR) to Highway Commercial (HC)

Vice-Chairperson Wagner-McGee opened the Public Hearing at 7:02 p.m.

Community Services Director Georgia Carmack stated that the Cherry family and their company, Edgebrook Property Management, requested the zoning change from Transportation (TR) to Highway Commercial (HC) for the purpose of renting a residence in one building with the option of establishing a business in another building.

Ms. Carmack added that she before tonight's meeting, she discovered that back in 2017, the Cherry family was issued a Conditional-Use Permit by the City of Santa Fe for the caretaker residence on the property, and that the approval of a zoning change would nullify the Conditional-Use Permit, thereby requiring the Cherry family to restart

the entire process from the beginning. Ms. Carmack concluded by saying that there are a multitude of options to satisfy the Cherry family's objectives, but there are no representatives present at the meeting to speak on their behalf.

Ms. Carmack stated that staff recommends denying the request based on the previously-issued Conditional-Use Permits and the use of the property not following the Comprehensive Plan, which showed that area as a future linear park.

Vice-Chairperson Wagner-McGee closed the Public Hearing at 7:05 p.m.

2. Consideration and possible action: ZC231101 – Request to change the Zoning Classification at 17721 E Highway 6, Santa Fe, Texas, legally described as ABST 603 PAGE 1 LOTS 1 THRU 6 BLK 159 NEW ALGO, ABST 603 I & G N RR SUR SEC 21 AND ROW ADJ TO BLKS 158 & 159 (158-0-1) NEW ALGOA, ABST 603 PAGE 1 PT OF LOTS 9 12 BLK 158 NEW ALGOA, ABST 603 PAGE 1 LOTS 27& 28 SUMRALL SUB, from Transportation (TR) to Highway Commercial (HC)

Community Service Director Georgia Carmack stated that the property owners are currently refurbishing one of the buildings in preparation for a possible tenant, depending on the outcome of this evening's meeting; however, it was discovered that the remodeling was being performed without the proper permits, and they were, therefore, sent a Cease-and-Desist letter by Ms. Carmack. She added that the first step of the property coming into compliance would be to replat the property.

Ms. Carmack reiterated that she only corresponded with a representative of the family but has not yet spoken to a member of the Cherry family.

Commissioner Mills motioned to deny the request for zoning classification for 17721 E Highway 6, seconded by Commissioner Willoughby. The motion to deny passed with the roll call vote unanimously.

3. Consideration and possible action: Request for approval of a Corridor Development Zoning Permit Application for 12120 FM 1764, Santa Fe, Texas, legally described as ABST 11 W 120 FT OF LOT 18 (18-2) NOVELLI SUB

Chief Building Official Ray Burgess gave a short explanation regarding the applicant having previously gone through the rezoning process with a conditional use permit for an attached caretaker residence for the property located at 12120 FM 1764.

Mr. Burgess indicated that there are several deficiencies in the application such as repairing the garbage receptacle, improving the parking lot, and improving landscaping but these items can be addressed in a proactive matter with monitoring from staff. Mr. Burgess asked the Commission to consider allowing the applicant, as a new small business, time to make the upgrades with a motion for approval including the items listed and a deadline for completion.

Commissioner Wagner-McGee verified that Mr. Burgess had indicated the items that need improvements have been relayed to the applicant as needing to be completed. Mr. Burgess confirmed that he has addressed the needed improvements with the applicants.

Commissioner Mills questioned where the caretaker residence would be located on the property. Mr. Burgess explained that the caretaker residence is within the same building as the business, there will not be any additional structures added to the property for the caretakers to reside in.

There was further discussion amongst the Commissioners regarding how many parking spaces would be needed, where the patrons of the business would be exiting the property and the material needed for the parking lot to be sufficient. Mr. Burgess indicated that patrons would be directed to exit on Avenue L, the applicants confirmed that patrons would not be backing out onto FM 1764 when leaving their business.

Commissioner Willoughby made a motion to approve the Corridor Development application with the stipulation that within nine months there will be an approved parking plan, new parking lot installed, Fire Marshal inspection, building inspection, install landscaping and a Certificate of Occupancy final inspection. Commissioner Wagner-McGee seconded the motion. The motion passed with the roll call vote unanimously.


VII. Adjournment

Motion by Commissioner Willoughby to adjourn, seconded by Vice-Chairperson Wagner-McGee. The motion passed and the meeting adjourned at 7:27 p.m.

ATTEST:



Georgia Carmack, Community Services Director



Wyndee Wagner-McGee, Vice-Chairperson