

**CITY OF SANTA FE  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
FEBRUARY 6, 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 Chairperson Glennie Hefner.

Roll Call: Present: Chairperson Glennie Hefner, excused  
Commissioner Ronnie Willoughby  
Commissioner Shannon Wofford  
Commissioner Andrew Mills  
Commissioner Christine Villere

Absent: Vice-Chairperson Wyndee Wagner-McGee  
Commissioner Janet Davis

The Invocation was given by Commissioner 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 January 9, 2024, Regular Meeting**

Motion by Commissioner Mills to approve the Minutes from the January 9, 2024, Regular Meeting, seconded by Commissioner Willoughby. The motion passed the roll call vote unanimously.

**VI. Business:**

**1. Public Hearing: ZC240101 – Request to change the Zoning classification at 14302 Peck St., Santa Fe, Texas, legally described as ABST 611 I & G N RR SUR SEC 17 LOT 11 BLK 28 ARCADIA TOWNSITE, from Neighborhood Commercial (NC) to Single Family Residential (R-1)**

Chairperson Hefner opened the Public Hearing at 7:04 p.m.

Community Services Director Georgia Carmack explained that the request for the Zoning classification change from Neighborhood Commercial (NC) to Single Family Residential (R-1) was initiated by the new owners of the property located at 14302 Peck St., Santa Fe, Texas, who purchased the lot with the intention of building a single-family residential home.

Ms. Carmack added that the denial of the Zoning classification change would require numerous variance requests from the Zoning Board of Adjustment, whereas the approval of the Zoning classification would necessitate just one variance request of approximately five feet (5'). Ms. Carmack concluded with Staff's recommendation that the Commission recommend approval of the rezoning.

Property owner Kenneth Howard Dazey, Jr., stated that he has been living in an RV park in Hitchcock while awaiting resolution on this property.

Chairperson Hefner closed the Public Hearing at 7:09 p.m.

**2. Consideration and Possible Action: ZC240101 – Request to change the Zoning classification at 14302 Peck St., Santa Fe, Texas, legally described as ABST 611 I & G N RR SUR SEC 17 LOT 11 BLK 28 ARCADIA TOWNSITE, from Neighborhood Commercial (NC) to Single Family Residential (R-1)**

After brief discussion, the Commissioners agreed that they see no reason to recommend denial of the approval of the rezoning of the property located at 14302 Peck St., Santa Fe, Texas.

Motion by Commissioner Mills, seconded by Commissioner Willoughby to approve the request for Zoning classification change from Neighborhood Commercial (NC) to Single Family Residential (R-1). The motion passed the roll call vote unanimously.

**3. Public Hearing: ZC240102 – Request to change the Zoning classification at 12330 FM 1764, Santa Fe, Texas, legally described as ABST 1 PAGE 11 PT OF LOT 19 (19-5) THAMANS 1<sup>ST</sup> SUB, from Neighborhood Commercial (NC) to Highway Commercial (HC)**

Chairperson Hefner opened the Public Hearing at 7:13 p.m.

Community Services Director Georgia Carmack gave an overview of the property at 12330 FM 1764, Santa Fe, Texas, stating that it was used for many years as a motor vehicle dealership under a non-conforming use for the Neighborhood Commercial District (NC), and, after being unoccupied for several months, was changed by the new occupant in July 2023 to use as a U-Haul rental location. Ms. Carmack explained that this change of use removed the ability for the property to be converted back to an auto dealership.

Ms. Carmack added that the current owner of the property is requesting a change of the Zoning classification from Neighborhood Commercial (NC) to Highway Commercial (HC) to complete the sale of the property as a motor vehicle dealership.

Ms. Carmack concluded by explaining that the proposed rezoning of the property would be consistent with the City's current Comprehensive Plan of establishing major thoroughfares as commercial areas, and, in turn, she recommends approval of the rezoning.

Chairperson Hefner closed the Public Hearing at 7:15 p.m.

**4. Consideration and Possible Action: ZC240102 – Request to change the Zoning classification at 12330 FM 1764, Santa Fe, Texas, legally described as ABST 1 PAGE 11 PT OF LOT 19 (19-5) THAMANS 1<sup>ST</sup> SUB, from Neighborhood Commercial (NC) to Highway Commercial (HC)**

Commissioner Mills asked about the location of the property lines behind the property in question to determine whether a rezone would affect the residences that sit directly behind 12330 FM 1764. Community Services Director Georgia Carmack showed the commissioners a diagram of the metes and bounds of the property and explained that one of the adjoining properties has been for sale for an extended period of time, and at the time it is sold, the

new owners will need to come before the Planning and Zoning Commission with a Corridor Development Zoning Permit Application.

Motion by Commissioner Mills to approve the Zoning classification change from Neighborhood Commercial (NC) to Highway Commercial (HC), seconded by Commissioner Wofford. The motion passed the roll call vote unanimously.

**5. Consideration and Possible Action: Request for approval of a Corridor Development Zoning Permit Application for Hubcap Grill, located at 12405 FM 1764, Santa Fe, Texas, legally described as ABST 1 PAGE 11 PT OF LOT 18 (18-1) THAMANS 1<sup>ST</sup> SUB**

Chief Building Official Ray Burgess gave an overview of the request by Richard Craig, owner of Hubcap Grill, for a Corridor Development Zoning Permit, including the hours of operation, the number of prospective employees, and an illustration of the existing building along with the planned improvements.

Mr. Burgess pointed out that the property is currently accessed only by a single driveway that is owned by an adjoining property owner, Mr. Mike Villanueva, who has given written permission to Mr. Craig for the Hubcap Grill's use, along with six parking spaces that are on his property. Those six parking spaces are in addition to the twenty-eight parking spaces currently located on the Hubcap Grill property.

Mr. Burgess advised that Mr. Craig's approval from the Texas Department of Transportation (TxDOT) for a driveway is contingent upon the approval of his Corridor Development Zoning Permit Application.

Mr. Burgess concluded that, barring any unforeseen circumstances, he estimates that Hubcap Grill will be ready to open around April 1, 2024, and that he recommends that the Commission approve the Corridor Development Zoning Permit Application.

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

**6. Consideration and Possible Action: Request for approval of a Corridor Development Zoning Permit Application for 646 Ventures LLC, located at 6207 S FM 646, Santa Fe, Texas, legally described as ABST 48 L CRAWFORD SUR PT OF OUTLOT 194 (194-3) ALTA LOMA OUTLOTS**

Chief Building Official Ray Burgess explained that 646 Ventures, LLC is seeking a Corridor Development Zoning Permit for a recreational vehicle (RV) park to be located at 6207 S FM 646, and has already received approval from the Texas Department of Transportation (TxDOT) for the construction of a driveway.

Mr. Burgess further stated that the construction plans for the property have been reviewed and approved by IDS Engineering Group, the third-party engineering firm that performs plan reviews for the City's construction processes.

Mr. Burgess also advised that Galveston County Drainage District Number One has no objection to the construction of the RV park, adding that the drainage was approved at their meeting held on August 10, 2023.

Mr. Burgess praised the applicant for being completely prepared and for complying with every item that the company was tasked with to meet approval of this project.

Mr. Burgess concluded by saying that this project will generate revenue from permit fees, and he recommends approval of the Corridor Development Zoning Permit.

In response to a question by Commissioner Willoughby, Mr. Burgess stated that the RV park will have a well and septic system.

Mr. Burgess mentioned that, while this project is fully designed to an RV park, it is zoned for Mobile Homes (MH), adding that the spaces within the park are not large enough to accommodate mobile homes.

Commissioner Mills voiced his concern with the RVs' ability to turn into the property at that location on FM 646 S. Community Services Director Georgia Carmack responded that the RV park has a roundabout for RVs to turn and back into their respective spaces.


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

#### VII. Adjournment

Motion by Commissioner Willoughby to adjourn, seconded by Chairperson Hefner. The motion passed, and the meeting adjourned at 7:40 p.m.

ATTEST:

  
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Georgia Carmack, Community Services Director

  
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Wyndee Wagner-McGee, Associate Chairperson