

**MINUTES OF THE PLANNING AND ZONING COMMISSION  
OF THE CITY OF GLENN HEIGHTS, TEXAS**

**October 25, 2010**

**STATE OF TEXAS  
COUNTY OF DALLAS AND ELLIS  
CITY OF GLENN HEIGHTS**

On the 25<sup>th</sup> day of August 2010 the Planning and Zoning Commission of the City of Glenn Heights, Texas convened in a special meeting at Municipal Service Building at 2118 S. Uhl Road, Glenn Heights, Texas to consider the following items, with these members in attendance:

**PLANNING AND ZONING COMMISSION:**

Lori Berman	*	Board Member
Dorothy Loney	*	Board Member
Matt Graska	*	Board Member
Tammy Garr	*	Board Member

**STAFF:**

Jacqueline L. Lee	*	City Manager
Othel Murphree	*	City Secretary
Brandon Montgomery	*	Planner
Judy Bell	*	Assistant City Manager
Joe Goodman	*	Director of Public Works

**CONSULTANT:**

Stan Hamrick	*	Freese and Nichols
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**ABSENT:**

Katie Johnson	*	Board Member
Janice King	*	Board Member
Jesus Humphrey	*	Vice Chairman

Commissioner Garr called the meeting to order at 7:31 p.m.

**INVOCATION:** Commissioner Tammy Garr gave the invocation.

**CONSENT AGENDA:** All matters listed in Item 1, Consent Agenda, are to be considered routine by the City Council will be enacted by one motion. There will not be

separate discussion on these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

1. Consider and approve the minutes of:

- Special Meeting of July 26, 2010
- Special Meeting of August 12, 2010
- Workshop of October 11, 2010

Commissioner Graska moved to approve the minutes. Commissioner Loney made the second. The motion carried with following vote:

**VOTE: 4 Ayes – Berman, Loney, Graska, and Garr**

2. Consider election of a Chairman.

Tony Espinosa, the Chairman of the Planning and Zoning Commission, rendered his written resignation to the City Secretary September 22, 2010.

The City Council accepted Mr. Espinosa's resignation at the October 4, 2010 City Council meeting.

The City Charter and the Zoning Ordinance states the Commission shall elect a Chairman and Vice Chairman from among its members.

Commissioner Graska moved to elect Commissioner Berman Chairman. Commissioner Garr made the second. The motion carried with following vote:

**VOTE: 4 Ayes – Berman, Loney, Graska, and Garr**

Commissioner Garr turned the meeting over to Chairman Berman.

3. Workshop- Comprehensive Plan Presentation.

Commissioner Garr moved to open the workshop. Commissioner Graska made the second. The motion carried with following vote:

**VOTE: 4 Ayes – Berman, Loney, Graska, and Garr**

Chairman Berman opened the workshop at 7:34 p.m.

The City Planner, Brandon Montgomery gave a short power point presentation covering the following.

## Comprehensive Plan

- Importance of Parks and Open Space
- Design Standards
- Preparation for Loop 9
- Development along Major Thoroughfares

## What Does the Update Include?

- The discovery of current planning activities
- The development of an updated community division
- Recommendations to realize community vision

## Process Schedule

- Planning to Plan
- Town Hall Meeting
- Visioning Workshop
- Recommendation
- 2<sup>nd</sup> Town Hall Meeting
- Implementation Workshop

## Re-Examine Our Issues

### Existing Conditions - Existing Efforts

- Parks Master Plan
- Strategic Plan
- Infrastructure Evaluation
- Impact Fee Study
- Street Improvement Program
- And others

## Vision Statement

Glenn Heights values the vitality and synergy created when neighbors gather. The City envisions a sense of serenity created by natural features and well maintained thoroughfares. Parks, open spaces, public facilities and retail spaces will create options for residents within the community. Residents and businesses will enjoy a sense of place and identity in Glenn Heights

## **Commissioner Humphrey arrived at 7:41 p.m.**

## Issue Identification/SWOT – Top Ten Issues

- Upgrade and improve street infrastructure
- Economic development and diversifying the tax base
- Project a positive image by continuing code enforcement
- Town Centre Strategy
- High quality residential neighborhoods
- Quality nonresidential development
- Good urban design practices

- Public Services adequately serve present and future residents
- Utilities and Infrastructure adequately serve present and future residents
- Gateways at major intersections and entry ways

#### Development Scenario

##### Neighborhoods

- Life-Cycle Housing
- Connectivity
- Walkability
- Recreation
- Conveniences
- Workforce housing
- Neighborhood Identity

##### Community Identity

- Gateways
- Branding
- Roadways
- Town Centre

##### Urban Design

- Pedestrian Amenities
- Architectural Enhancements
- Signage
- Landscaping

##### Thoroughfares

- Amenities
- Multi-Modal
- Intersection Enhancements
- Context Sensitivity

##### Parks and Natural Features

- Amenities
- Natural Connectivity
- Environmental Sustainability
- Natural Features

The City Planner, Brandon Montgomery closed the presentation and ask for any questions.

There were questions on the type of recreational facilities, location of proposed retail, and location of any senior living complexes.

Commissioner Graska moved to close the workshop. Commissioner Garr made the second. The motion carried with following vote:

**VOTE: 5 Ayes – Berman, Loney, Graska, Humphrey, and Garr**

Chairman Berman closed the workshop at 8:33 p.m.

**4. Approve any absences per Ordinance O-857-07.**

Commissioner King was absent July 26 and August 12, 2010.

Vice-Chairman Humphrey was absent August 12, 2010.

Vice-Chairman Humphrey explained to the Commission that he did not attend the August 12<sup>th</sup> meeting because he was not aware that there was a meeting. The meeting was a Special Meeting and not a Regular Meeting and he did not receive notice.

Commissioner Graska moved to excuse Vice-Chairman Humphrey's absence on August 12, 2010. Commissioner Loney made the second. The motion carried with the following vote:

**VOTE: 4 Ayes – Berman, Loney, Graska, and Garr**  
**1 Abstain - Humphrey**

There was no action taken on Commissioner King's absences.

There was a short discussion on staff providing a monthly attendance report to the Commission.

**5. Adjournment.**

Commissioner Graska moved to adjourn. Commissioner Humphrey made the second. The motion carried with following vote:

**VOTE: 5 Ayes – Berman, Loney, Graska, Humphrey, and Garr**

Chairman Berman adjourned the meeting at 8:45 p.m.

  
Lori Berman, Chairman

ATTEST:

  
Othel Murphree, City Secretary

**Passed and approved the 8<sup>th</sup> day of November, 2010.**