

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

**December 13, 2010**

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

On the 13<sup>th</sup> day of December 2010 the Planning and Zoning Commission of the City of Glenn Heights, Texas convened in a regular meeting at the City Hall, in the Council Chambers at 1938 S. Hampton Road, Glenn Heights Texas to consider the following items, with these members in attendance:

**PLANNING AND ZONING COMMISSION:**

|                |   |              |
|----------------|---|--------------|
| Lori Berman    | * | Chairman     |
| Austin Kelley  | * | Board Member |
| Dorothy Loney  | * | Board Member |
| Matt Graska    | * | Board Member |
| Jesus Humphrey | * | Board Member |
| Tammy Garr     | * | Board Member |
| Janice King    | * | Board Member |

**STAFF:**

|                    |   |                          |
|--------------------|---|--------------------------|
| Judy Bell          | * | Assistant City Manager   |
| Othel Murphree     | * | City Secretary           |
| Brandon Montgomery | * | Planner                  |
| Joe Goodman        | * | Director of Public Works |

**CONSULTANT:**

|                  |   |                 |
|------------------|---|-----------------|
| Bonnie Goldstein | * | Attorney of Law |
|------------------|---|-----------------|

Chairman Berman called the meeting to order at 7:30 p.m.

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

**CONSENT AGENDA:** All matters listed in Item 1, Consent Agenda, are to be considered routine by the Commission 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 November 8, 2010

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

**VOTE: 6 Ayes** – Berman, Loney, Graska, Humphrey, Garr, and King

2. Administer Oath of Office of newly appointed Board Member.

The City Secretary administered the Oath of Office to newly appointed Planning and Zoning Member Austin Kelley.

3. Workshop on the Comprehensive Plan Update.

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

**VOTE: 7 Ayes** – Kelley, Berman, Loney, Graska, Humphrey, Garr, and King

Chairman Berman opened the workshop at 7:35 p.m.

On October 21, 2010, the Comprehensive Plan Advisory Committee submitted their recommended Plan update to the Planning and Zoning Commission for their review and recommendation.

On October 25, 2010, the Planning and Zoning Commission received a presentation from City staff regarding the Comprehensive Plan Update.

Since the creation and adoption of Comprehensive Plan 2023 (adopted in 2003), the City has undertaken numerous efforts towards implementing Plan recommendations, particularly planning for future infrastructure enhancements and the creation of a Park Master Plan. Since the preparation of the 2003 Plan, other regional issues have become clearer, particularly Loop 9 schematics. It is evident that Loop 9 will no longer be able to function as a boulevard through the City, but will more likely function as a limited access toll facility. In light of this realization, the City must prepare for how to use this facility in a manner that is most advantageous for Glenn Heights. This issue, combined with opportunistic timing for the City, created the need for a fresh look at the vision for Glenn Heights and the need for an update to Comprehensive Plan 2023.

This update will serve as an update/amendment to Comprehensive Plan 2023 and is intended to function in conjunction with the existing Plan. The update is intended to highlight key focus areas, update future land use and thoroughfares and provide an updated list of issues and priorities for City decision makers.

At the October 25, 2010, Stan Hamrick, consultant from Freese and Nichols, presented the Planning and Zoning Commission with three (3) additional documents/considerations.

1. An updated Future Land Use Map
2. A more in-depth discussion on the of Traditional Neighborhood Development (TND) which is prevalent on the new Future Land Use Map
3. At the October 21<sup>st</sup> Implementation Meeting, Council Tate suggested that many

of the Updated Goals and Objectives needed to be more specific. Mr. Hamrick presented a packet of revised and expanded Goals and Objectives packet for the Planning and Zoning Commission to review.

For the purpose of recommendation to Council, the Comprehensive Plan Update, the Future Land Use Map, the updated Goals and Objectives all need to be considered. Accordingly, since there was such heavy discussion regarding TND, it is Staff's recommendation that this also be considered when making a recommendation to Council.

Until the Comprehensive Plan Update is adopted, no financial impact can be realized.

There was a discussion of what was included in Low, Medium and High Density. Commissioner Humphrey suggested the Future Land Use Map reflect the property south of Ovilla Road should reflect Low Density.

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

**VOTE: 7 Ayes** – Kelley, Berman, Loney, Graska, Humphrey, Garr, and King

Chairman Berman closed the workshop at 8:31 p.m.

4. Workshop on Ordinance O-28-10 establishing Rules of Order and Decorum for all appointed Boards and Commissions.

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

**VOTE: 7 Ayes** – Kelley, Berman, Loney, Graska, Humphrey, Garr, and King

Chairman Berman opened the workshop at 8:31 p.m.

On December 6, 2010 the Glenn Heights City Council adopted an Ordinance establishing rules of order and decorum for all appointed Boards and Commissions.

The following matters were discussed in the workshop:

- Duties of the Chair
- Meetings and Agendas
- Rules of Procedures and Decorum
  - ◆ Order of Business
  - ◆ Voting
  - ◆ Parliamentary Rules
- Board or Commission and Staff Relations
- Texas Open Meetings/Public Information Act
- Participation of Citizens and Visitors
- Legal Advice and Assistance

- Attendance and Absence
- Conflicts of Interest
- Members addressing Board or Commission as a Member of the Public
- Appointment and Service of Board and Commission Members

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

**VOTE: 7 Ayes** – Kelley, Berman, Loney, Graska, Humphrey, Garr, and King

Chairman Berman opened the workshop at 9:00 p.m.

5. Approve any absences per Ordinance O-28-10 and consider the attendance of Commissioner King.

Commissioner King was appointed by the City Council to the Planning and Zoning Commission July 7, 2010. She was unable to take her Oath of Office at the July 26, 2010 scheduled meeting because she was out of town. Her Oath of Office was administered August 9, 2010. She was absent July 26, August 12, and October 25 and November 8, 2010.

Ms. King explained to the Commissioner that she had conflicts with her work schedule and she hoped that in the future she would be able to work those conflicts out.

Commissioner Garr moved to excuse Commissioner King's absences. Commissioner Humphrey made the second. The motion carried with the following vote:

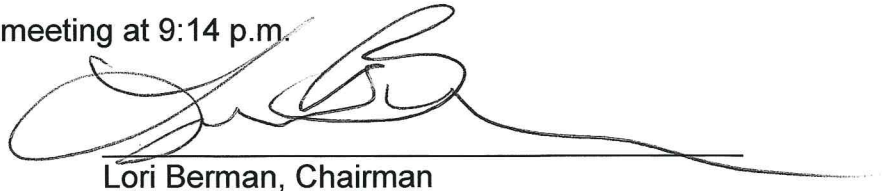
**VOTE: 7 Ayes** – Kelley, Berman, Loney, Graska, Humphrey, Garr, and King

6. Adjournment.

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

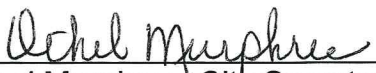
**VOTE: 7 Ayes** – Kelley, Berman, Loney, Graska, Humphrey, Garr, and King

Chairman Berman adjourned the meeting at 9:14 p.m.



Lori Berman, Chairman

ATTEST:

  
 Othel Murphree, City Secretary

**Passed and approved the 14<sup>th</sup> day of February, 2011.**