

Meeting Minutes
Planning & Zoning Commission – City of Glen Rose, Texas
August 28, 2024

- 1) Call to Order
 - a) The meeting was called to order to 5:30 pm by Chairperson, Pam Streeter
 - b) Pledge of Allegiance
 - c) Roll Call: Absent: Larry Cremean, Present: Greg Clanton, Rex Miller, William Green, and Pam Streeter were in attendance. Additionally, Staff member Jodi Holthe was present. A quorum was present.
- 2) Public Hearing
 - a) Public Hearing regarding SUP for Short Term Rental at 201 SW Barnard
 - b) Public Hearing regarding SUP for Custom Art Tattoo & Piercing Parlor at 611 NE Big Bend Tr
- 3) Items for Individual Discussion
 - a) SUP for Short Term Rental – this location is the ideal placement for a Short-Term rental as is in a residential home surrounded by commercial and tourism items.
 - i) A motion was made & 2nd to recommend to city council
 - ii) Motion was approved 4/0
 - b) SUP for Tattoo Parlor – discussion and presentation by artist and letters of recommendation from property owner and surrounding areas
 - i) A motion was made & 2nd to recommend to city council
 - ii) Motion was approved 4/0
 - c) Discussion, consideration, and possible action on recommendations for amending article 4.08 mobile food courts
 - i) A large amount of discussion was held on all subjects within the ordinance everything from electrical, water and sewer requirements to the amount of trucks per space. The final recommendations were to clean up some language as attached – Appendix 1
 - ii) Motion was made & seconded
 - iii) Motion passed 4/0
 - d) Discussion & Consideration and possible action regarding Mobil Food Trucks – Article 4.09
 - i) Key elements of discussion were to remove language that could be in conflict with state health code and simply reference the state laws on Mobile Food Trucks
 - ii) Another discussion was removing the permit fee amount from this ordinance and instead referencing the permit fee in the permit fee schedule to ensure there is not future conflict of fee amounts to be charged. This fee needs to be added to Appendix A – Article A4.400 – business related fees in the amount of \$300. As A4.008.
 - iii) Motion was made & seconded
 - iv) Motion was passed 4/0
 - e) Discussion, consideration and possible action regarding amending chapter 10.06.004 Parkland Dedication & Park Improvements
 - i) Sought opinions and permission from City Admin to add commercial language
 - f) Discussion Consideration and possible action regarding renaming subdivision regulations to commercial development & subdivision
 - i) This turned into a bigger task than expected and has been tabled
 - g) Discussion, Consideration and Possible Action to create procedures for creating a district overlay
 - i) It was agreed that having the ability to create overlay districts was needed and in keeping with the comprehensive plan.

- ii) Motion was made & seconded
 - iii) Motion passed 4/0
 - h) Discussion, consideration & possible action to set the downtown overlay district along with the confines and special requirements creating a new ordinance within Chapter 14
 - i) The mapping of the area was agreed upon, and the basics of the overlay district were discussed
 - ii) Motion was made & seconded
 - iii) Motion passed 4/0
 - i) Update some schedule of uses RV Parks, Off premise only alcohol sales, business offices, Bowling alleys, and Industrial areas
 - j) Sign Ordinance – this discussion was tabled
 - k) Park Land Dedication – discussion on current ordinance and whether a need for commercial
- 4) Having no further business before the commission the meeting was adjourned at 7:35pm

Chairperson

Jodi Holthe,
Building & Planning Department

Appendix 1

ARTICLE 4.08 MOBILE FOOD COURTS

4.08.001 Definition

4.08.002 Mobile Food Court

4.08.003 Location Standards

4.08.004 Development Standards

4.08.005 Site Plan

4.08.006 Design And Maintenance Guidelines

4.08.001 Definition

Mobile food service establishment. An enclosed trailer or motor vehicle designed and operated for the sale of food and/or beverages, and which stays at one location for more than four (4) consecutive days. For the purpose of this article, two or more such establishments located on a single lot or parcel shall be known as a mobile food court. (Ordinance 17.12.11 adopted 12/11/17)

4.08.002 Mobile Food Court

1. No mobile food vendor/vehicle shall operate within a mobile food court that does not possess a valid permit.
2. All mobile food vendor requirements apply (see mobile food vendor article).

(Ordinance 17.12.11 adopted 12/11/17; Ordinance 18.06.11C adopted 6/11/18)

4.08.003 Location Standards

1. A mobile food court must meet all applicable zoning requirements applicable to the zoning district in which it is located and as required by this article.
2. Mobile food establishments shall operate only in zoning districts where eating establishments are allowed in the current city zoning ordinance.
3. All activity must occur on private property outside of the public right-of-way.
4. Vehicular drive-through service of food and/or beverages shall not be permitted.
5. Permitted mobile food vendors/vehicles located within the court shall be exempt from having to remove the vehicle from the site during nonoperating hours so long as such operation is in compliance with its use permit.
6. Mobile food courts shall not be located within of a building with a restaurant possessing a certificate of occupancy.
7. Mobile food courts must comply with the setback minimum of the zoning district which the site is located, unless a more restrictive setback is required by the city to mitigate any negative impacts to adjacent businesses, residents, or safety, health or welfare of the general public.
8. No mobile food establishment or vending unit, structures associated with the mobile food court use, nor any seating areas shall be located in a required zoning setback, buffer yard, access easement drainage easement, floodplain, driveway, utility easement and/or fire lane.
9. Mobile food establishment spaces shall be set back at least twenty-five feet from the front and fifteen feet from the rear lot lines, and set back from the side lot lines as specified for the zoning district where located.

(Ordinance 17.12.11 adopted 12/11/17; Ordinance 18.06.11C adopted 6/11/18)

4.08.004 Development Standards

1. Mobile food courts shall be allowed to engage in business only between the hours of 6:00 a.m. and 9:00 p.m. unless otherwise approved in writing by the city administrator or his/her designee.
2. The Texas Food Establishment Rules (TFER), section 229.167(d)(10) states a private home used as living or sleeping quarters may not be used for conducting food establishment operations.
3. Mobile food courts shall require an all weather surface as defined in _____ (Add to definition list as follows: All weather surface (parking and vehicular access). Vehicular "all weather surfaces" shall constitute: poured concrete on prepared subgrade; hot laid asphalt on a prepared base course; single, double, or triple asphalt surface treatment (consisting of applications of asphaltic material, each covered with aggregate) on a prepared base course. Brick/concrete block/tile/flagstone set in mortar or on a prepared base course. The Building

Official shall determine if other materials may fit within this category of surface; however, in no case shall a material be considered a "all weather surface" if such surfaces generates or produces any dust or particulate matter that could be airborne to adjacent properties such as occurs with compacted base materials.

4. Mobile food courts must provide a paved parking area (in accordance to current building code), at a ratio of two (2) parking spaces per individual vendor/vehicle.
5. Mobile food courts must provide outside seating consisting of a table and a seating capacity of four (4), per mobile food vendor/vehicle unit.
6. All vendors/vehicles selling food or beverages must provide at least one (1) appropriately sized trash receptacle adjacent to or as a part of their stand/operation.
7. Mobile food courts shall have access to a common dumpster and to a common grease disposal container, approved by the city. Common trash and grease disposal containers shall be enclosed within an area screened from view in accordance with city ordinances.
8. Each mobile food establishment shall obtain electricity from, and be within 50 feet of an individual main-disconnect breaker or central bank of multiple-disconnect breakers, as approved by the city.
9. Mobile food establishments shall not be connected directly to the city wastewater system unless a grease trap is installed.
10. Mobile food vendors/vehicles shall demonstrate that the vehicle or unit is readily moveable if required by the city. Any alteration, removal, attachment, placement or change in, under or upon the mobile food vehicle or unit that would prevent or otherwise reduce ready mobility is prohibited.
11. At least two (2) trucks spaces are required for a mobile food truck court to be permitted. Additional mobile food vendor/vehicle units may be authorized by the city council with a specific use permit.
12. Building official/fire marshal shall make the appropriate inspections of the location, equipment, vehicles/units and other reasonable inspections concerned with the mobile food court operation to assure compliance with the applicable adopted codes, ordinances, requirements of all state and federal statutes.
13. A minimum twenty (20) foot wide apparatus access route shall be provided around the periphery of any mobile food vendor/vehicle.
14. One (1) permanent detached sign permitted in compliance with the current sign ordinance shall be allowed for the mobile food court. Individual vendors/vehicles shall be limited to one (1) sign attached to trailer or truck. Signs on mobile food establishments shall be mounted flat on the exterior, and not exceed 20 percent of the wall area to which they are affixed. No detached or temporary signs are authorized.
15. Residing and/or dwelling within a vendor/vehicle unit(s) overnight is prohibited.
16. The sale, distribution or consumption of alcoholic beverages is prohibited within mobile food courts.
17. Mobile food courts must provide current and complete contact information including but not limited to: address, phone number, and any other information reasonably required by the city administrator or his/her designee for a designated on-call person to be a principal point of contact for city staff and the individual vendors/vehicles.
18. Failure to comply with these standards may result in termination or suspension of the certificate of occupancy.
19. The developer of a mobile food court will be responsible for adhering to site development standards, drafting food court rules, and meeting all permitting requirements.
20. The mobile food court sit plan for site work, installation, construction, utility connections, signs and operation must be approved by the city, including but not limited to health, fire, public works, traffic, building inspections, and zoning.

(Ordinance 17.12.11 adopted 12/11/17; Ordinance 18.06.11C adopted 6/11/18)

4.08.005 Site Plan

A site plan drawn to a conventional scale must be submitted to the planning department showing the location and surface type of the proposed mobile food establishment locations, location of customer table-seating and any associated shelter structures, location of water hose bibs and electrical service connections, location and surface type of parking spaces and driveways, location and surface type of pedestrian access, location and description of outdoor lighting, location of restrooms(s), location of individual trash receptacles and common trash/grease disposal facilities, and type and height of common trash/grease disposal screening. (Ordinance 17.12.11 adopted 12/11/17)

4.08.006 Performance Standards

Mobile food vendor vehicle/structures design and maintenance guidelines:

1. All structures (vehicles) shall be free from defects including but not limited to peeling paint, rust, exposed metal or wood.

2. Tires must be fully inflated at all times.
3. No outside sound amplifying equipment, or noisemakers, such as bells, horns, or whistles shall be permitted
4. Lighting shall comply with Article 3.12
5. All signage shall comply with Article 3.10,

(Ordinance 17.12.11 adopted 12/11/17)