

Meeting Minutes
Planning & Zoning Commission – City of Glen Rose, Texas
August 18, 2022

1. Call to Order
 - a. The meeting was called to order to 5:30pm by Chairperson, Pam Streeter
 - b. Pledge of Allegiance
 - c. Roll Call – Chairman, Pam Streeter called roll. Board Members Larry Cremean, William Green, Greg Clanton, and Pam Streeter were in attendance. Joe Boles was absent. A quorum was present. Additionally, Staff members, Michael Leamons, Kyle Reeves and Jodie Holthe were present.

2. Consent Agenda
 - a. Approval of the meeting minutes from Jun 16, 2022 Commission Meeting
 - b. Approval of the minutes from June 129, 2022 Commission Meeting
 - c. Approval of the minutes from July 21, 2022 Commission Meeting

No changes were requested, a motion to approve the meeting minutes from made by Larry Cremean and seconded by Greg Clanton. The consent agenda was passed 4-0.

3. Public Hearing- Public Hearing was opened at 5:32pm
 - a. Request to rezone 309 Sam Houston St 309 (144), Glen Rose TX 76043; also known as Acres .413, Lot 10, 11, PT9 Blk 0001, Subd R0100, Abstract A41, RAILROAD, Block 1 Lot 10,11 PT(from R-1 Single Family Residential to B1 Restricted Commerical District.
 - b. Amending Chapter 10: Subdivision Regulation of the City’s Code of Ordinances to add or revise Application Submittal, Processing and Procedures; to add procedures for requesting a variance and to add or revise definitions.
Having No Public Comments, the Public Hearing closed at 5:35pm

4. Individual Items for Consideration
 - a. Discussion, consideration, and possible action Request to rezone 401 Sam Houston St, Glen Rose, TX76043; also known as Acres .321, Lot 7,8, & PT9 Blk 00001, Subd R0100, Abstract A41, RAILROAD, BLOCK 1 Lot 7,8 & PT9, from R-1 (single-Family Residential District) to B-1 (Restricted Commercial District).
 - i. Owners Sharon Whitworth and Judy Thompson gave permission for Scott Knapp, the proposed buyer to discuss the zoning change for them.
 - ii. The lots in question are Sam Houston adjacent to 144 (Austin St) across from the Dollar General. As they are directly adjacent to a B1, this would not be targeted zoning.
 - iii. Scott Knapp currently owns the Apartments located just down the street from these properties, and is proposing to build more apartments on the new lots.
 - iv. The application for the zoning change was made prior to the new schedule of uses being voted on, where it appears a clerical error was made, as B1 no longer allow for apartments or multifamily housing on the new schedule of uses; however they were allowed on the prior schedule of uses and also on the P&Z version of the new schedule of uses.
 - v. With no further discussion, motion was made by William Green and seconded by Larry Cremean.
 - vi. Motion was passed 4-0

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 - v. With no further discussion, motion was made by William Green and seconded by Larry Cremean.
 - vi. Motion was passed 4-0
- c. Discussion, consideration, and possible action regarding the proposed City of Glen Rose Grease Trap ordinance.
 - i. This ordinance is simply to empower the city to handle issues that arise with Food Establishments and grease traps.
 - ii. The ordinance follows the Texas Department of Health & Safety's ordinance on food establishments and grease traps, that because Glen Rose does not have a locally assigned health inspector, there is no recourse for the city at this time to act on issues caused by grease trap maintenance issues.
 - iii. Discussion was held to ensure this was not adding any new regulations to the food establishments in town. It is simply giving the City the power to make sure grease traps are being used according to state laws and ensure that the removal of grease from the traps is being conducted by a licensed hazardous waste company.
 - iv. It does empower the city to fine operators responsible for creating blockages in the city sewer systems and empowers the Public Works Director to enforce the ordinance along with any other city staff.
 - v. Motion was made by William Green to adopt and recommend this ordinance to City Council and was seconded by Greg Clanton.
 - vi. Motion passed 4-0
- d. Discussion, consideration and possible action regarding the proposed City of Glen Rose Pest Control Ordinance for Food establishments.
 - i. This ordinance is simply to empower the city to handle issues that arise with Food Establishments and pest control issues within the establishment.
 - ii. The ordinance follows the Texas Department of Health & Safety's ordinance on food establishments and pest control, that because Glen Rose does not have a locally assigned health inspector, there is no recourse for the city at this time to act on issues caused by a lack of pest control issues.
 - iii. Discussion was held to ensure this was not adding any new regulations to the food establishments in town. It is simply giving the City the power to make sure

- professionally licensed pest control companies are being used according to state laws and ensure all documentation of the chemicals used are kept in accordance to state law.
- iv. Motion was made by Greg Clanton to adopt and recommend this ordinance to City Council and was seconded by William Green.
 - v. Motion passed 4-0
- e. Discussion, consideration, and possible action regarding a request amending Chapter 10: Subdivision Regulation of the City's Code of Ordinances to add or revise Application, Submittal, Processing and Procedures, to add procedures for requesting variances and to add or revise definitions.
- i. City Administrator Leamons and Building Official Kyle Reeves presented the changes being made to bring the Glen Rose Subdivision Regulation procedures up to date with current code.
 - ii. A discussion was held about how this is similar to the current produces in Stephenville and the City of Stephenville staff feels this method has streamlined the process and saved money for the city based on removing unnecessary mailings of notices (twice) and two public hearings.
 - iii. This also removed the need for developers to give up time and money to be at two different city meetings.
 - iv. In addition, the discussion was held how this actually provides a process of appeal, if necessary, as the P&Z would be the final approved and if the developer was not happy they could appeal to City Council with fresh perspectives.
 - v. Larry Cremean made the motion to recommend these changes to city council, it was seconded by Greg Clanton.
 - vi. Motion passed 4-0
- f. Discussion, consideration, and possible action regarding the City of Glen Rose Tree Ordinance/Landscape and Tree Manual.
- i. Chairperson, Pam Streeter presented the draft of a tree preservation ordinance stating that it still needed to be reviewed by the Texas Forest Service specialist in City Ordinances for Tree preservation.
 - ii. Citizen Karen Richardson stated the ordinance was a good start and recommended some changes to ensure that preservation was more easily achieved.
 - iii. Discussion was held on whether the balance of development either New or Existing was struck with the ideas of trees being placed at a level of importance and that while all efforts to preserve "heritage trees" should be made, options to remove those trees are allowed based on circumstances.
 - iv. It was agreed for Ms Streeter to continue to work on the tree ordinance in its entirety and allow the commission to review it after the feedback from Ms Richardson and TX Forest Service has reviewed in for the September meeting

5. Workshop

- i. Discussion regarding the Mobile Food Court Ordinances and Mobile Food Vendor Ordinances.
 - 1. Drafts of the ordinance were presented and discussed allowing for some changes.
 - 2. Discussions were held on how the flexible the city should be with mobile food vendors with a decision that we needed to make the ordinances fair to our locally owned businesses but didn't want to let trucks park overnight or long-

term unless the property they were on was either it's commissary location behind fences or was in a Mobile Food Court.

3. Discussion was held on what a mobile food court should really look like and the requirements to be a mobile food court.

ii. Discussion regarding the City of Glen Rose "Schedule of Uses" R-1, R2, R3, R3M and R4 was tabled until the next meeting in September.

6. With no further business before the commission the meeting was adjourned at 7:30pm

Chairperson

Jodi Holthe,
Building & Planning Department