



Planning and Zoning Commission Workshop

Workshop 2: August 26, 2024



Agenda

- Workshop #1 Overview
- Sub-committee assignments
- Discussion of P&Z Powers and Duties
- Future workshop dates and times



Workshop #1

Workshop #1 Overview

- Went over the goals of the workshops which included reviewing and proposing updates to the P&Z's Powers and Duties, creating P&Z Policies and Procedures, and updating the city's Zoning, Subdivision, and Site Development Codes to be in compliance with the city's 2050 Comprehensive Plan.
- We discussed assigning 2-3 people to subcommittees to review one or more topics and then providing recommendations to the full P&Z for consideration. A survey was provided asking which area(s) each P&Z member would be interested in serving on a subcommittee for.
- Vice-Chair Chavis had requested the members review the Powers and Duties
- Commissioner Stensland suggested the Commission prioritize a preliminary list of short—and mid-term action items from the Comprehensive Plan and prepare it for presentation at the joint City Council-P&Z workshop on September 21st. This was to make sure as the P&Z moves through these workshops, we are in agreeance with the City Council's goals and expectations.



Subcommittee Assignments

Subcommittees

We had 4 commissioners respond to the survey with their subcommittee preferences:

- Powers and Duties
 - 3 – Chairperson Paiz, Vice-Chair Chavis, Commissioner Leonard
- Policies and Procedures
 - 3 – Chairperson Paiz, Vice-Chair Chavis, Commissioner Leonard
- Comprehensive Plan
 - 3 - Vice-Chair Chavis, Commissioner Leonard, Commissioner Stensland
- Zoning Code
 - 2 – Commissioner Leonard, Commissioner Stensland
- Site Development Code
 - 2 – Vice-Chair Chavis, Commissioner Leonard
- Subdivision Code
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P&Z Powers and Duties

P&Z Texas Statutory Authority

Tex. Local Govt Code (TLGC):

Section 211.007 - Zoning Commission

- To exercise the powers authorized by this subchapter, the governing body of a home-rule municipality shall...appoint a zoning commission. The commission shall recommend boundaries for the original zoning districts and appropriate zoning regulations for each district.

Section 211.003 – Zoning Regulations Generally

- The governing body of a municipality may regulate:
 - The height, number of stories, and size of buildings and other structures
 - The percentage of a lot that may be occupied
 - The size of yards, courts, and other open spaces
 - Population density
 - The location and use of buildings, other structures, and land for business, industrial, residential, and other purposes, and
 - The pumping, extraction, and use of groundwater by persons other than retail utilities...
 - ... a home-rule municipality may also regulate the bulk of buildings

P&Z City Charter Authority

City Charter Authority – Article X:

Section 10.04. - Planning and Zoning Commission

- Establish and maintain a Commission of qualified voters who live within the City
- At least 5 members, but if the additional members are added, they may be from the extraterritorial jurisdiction (ETJ)
- Members are appointed by the City Council
- A minimum of two-thirds of the members shall not be directly or indirectly related to the real estate or land development industries
- Elect a Chair and Vice Chair annually
- Vacancies are filled by the City Council for unexpired terms

P&Z City Charter Powers and Duties

City Charter Authority – Article X:

Section 10.05 – Powers and Duties

- Review and make recommendations regarding the adoption and implementation of a Comprehensive Plan
- After the Comprehensive Plan is adopted:
 - Review and make recommendations on Amendments
 - Review the city’s land development regulations for the purpose of making them consistent with the adopted Comprehensive Plan
- Exercise control over platting and subdivision and ensure consistency with the Comprehensive Plan
- Make recommendations to the City Council regarding the zoning of land and land uses, consistent with the Comprehensive Plan
- May submit to the City Manager at least 5 months prior to the beginning of the budget year (May 1st), a list of recommended Capital Improvements, which in the opinion of the P&Z Commission are necessary and desirable to implement the adopted Comprehensive Plan, during the forthcoming 5-year period
- Monitor and oversee the effectiveness of the Comprehensive Plan and recommend annually to the City Council any changes or amendments
- Prepare periodic evaluation and appraisal reports on the Comprehensive Plan, which shall be sent to the City Council at least once every five years
- Obtain information relative to its duties from the City Manager
- Act as an advisory body to the City Council and perform such additional duties and exercise such additional powers as may be prescribed by ordinance of the City Council not inconsistent with the Charter

P&Z Creation Ordinance

Chapter 1, Division 2 – Planning and Zoning Commission

- Includes provisions on how the Commission is established, governs, and additional powers and duties
- Sets four goals that the P&Z should aim to accomplish:
 1. To identify community needs and to advise the City Council of their short-range and long-range implications for the total development of the City
 2. To recommend achievable community goals as a basis for long-range planning and development programs
 3. To recommend plans, programs, and policies that will aid the entire community in achieving its defined goals
 4. To interpret the adopted plans and programs to concerned citizens so that private activities and desires may be accomplished in harmony with public needs and policies

P&Z Ordinance Powers and Duties

Chapter 1, Division 2 – Planning and Zoning Commission

Section 1.05.036 – Powers and Duties

- Inspect property and premises at reasonable hours when required to discharge its responsibilities under the laws of the state and of the city
- Formulate and recommend to the City Council a Comprehensive Plan and its amendments
- Formulate a zoning plan to carry out the Comprehensive Plan and recommend zoning regulations and districts to the City Council
- Recommend to the City Council the approval or disapproval plans, plats, or replats and vacation of plans, plats or replats set out in the Subdivision Ordinance
- Study and make recommendations on the location, extension, planning, vacating, and closing of public rights-of-way, parks, and other public places
- Study and make recommendations on the Capital Improvements Program, including public buildings.
- Study and make recommendations on the design, alteration, location, or relocation of works of art that are, or may become, city property
- Initiate opening, closing, or vacating right-of-way, parks, or other public places, zoning of annexed areas, changing of zoning districts on an area-wide basis, and forwarding these recommendations to the City Council
- Formulate and recommend to the City Council policies and regulations consistent with the Comprehensive Plan governing the location and/or operation of utilities, public facilities, and services owned or controlled by the City
- Review and make recommendations concerning annexation of land into the City
- Keep informed with reference to the progress of city planning in the United States and other countries and recommend improvements in the adopted plans of the City



Future Workshop Dates and Times
