

**PLANNING AND ZONING COMMISSION MEETING (CYJ)**  
**November 02, 2022; 5:00 PM**  
**Woodcreek, Texas**

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**MINUTES**

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**CALL TO ORDER**

Chair Davenport called the meeting to order at 5:00PM.

**ROLL CALL**

**PRESENT**

Chairperson Andy Davenport  
Vice Chairperson Lydia Johns  
Commissioner Tomas Palm  
Commissioner Tamara Robertson  
Alt. Commissioner Carson Bledsoe  
Council Liaison, Joe Kotarba

**ABSENT**

Commissioner Chris Sonnier  
Alt. Commissioner Josh Erwin

**STAFF PRESENT**

Suzanne Mac Kenzie, City Secretary

**PUBLIC COMMENTS**

No Public Comments were offered.

**CONSENT AGENDA**

1. Approval of Planning and Zoning Commission Meeting Minutes from October 5, 2022  
A motion was made by Vice-Chair Johns to approve the minutes from October 5th. The motion was seconded by Commissioner Palm.  
A roll call vote was held.  
Voting Yea: Vice-Chair Johns, Commissioner Palm, Commissioner Robertson, Chair Davenport  
Motion Passed: 4-0-0.

## REGULAR AGENDA

2. **Discuss and Take Appropriate Action to Recommend to the City Council to Amend the Code of Ordinances 156.062 - CHART 1: RESIDENTIAL ZONING DISTRICTS to State a Disallowance of Short-Term Rentals ("Short Term Rentals are not allowed.") in All Districts Excepting SF-4, MF-1, and MF-2 Where They Shall be Allowed.**

A motion was made by Vice-Chair Johns to make the recommendation to City Council to amend the Code of Ordinances per the recommendation from the Planning and Zoning Commission. The motion was seconded by Commissioner Palm.

Discussion of the recommendation's history to present day. After the beginning documents are reviewed at this meeting, the next steps are to have it reviewed by Legal, by the Ordinance Review Committee to ensure they do not conflict with other Ordinances, then open the item up in a Public Hearing to hear from the citizens and revise as needed before sending it Council.

Alt. Commissioner Bledsoe arrived at 5:11PM.

Discussion was held about current short-term rental zoning ordinances, in addition to viewing the map locations of Zones SF-4, MF-1 and MF-2.

A roll call vote was held.

Voting Yea: Commissioner Palm, Commissioner Robertson, Commissioner Bledsoe, Chair Davenport, Vice-Chair Johns

Motion Passed: 5-0-0.

3. **Discuss and Take Appropriate Action on the: Draft STR Ordinance, Draft STR Map, Draft STR Frequently Asked Questions (FAQs), Draft STR Application, and Draft STR Inspection Checklist.**

A motion was made by Vice-Chair Johns to accept the draft documents and forward them to the Ordinance Review Committee, the City Attorney and get a timeline for a Planning and Zoning Public Hearing. The motion was seconded by Commissioner Palm.

Discussion was held about: collected sales tax used for tourism; not permitting day visitors; setting a maximum occupancy for overnight stays; and enforcement of the Ordinance.

A roll call vote was held.

Voting Yea: Commissioner Robertson, Commissioner Bledsoe, Chair Davenport, Vice-Chair Johns, Commissioner Palm

Motion Passed: 5-0-0.

## ADJOURN

Chair Davenport adjourned the meeting at 5:49PM.

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**Andy Davenport, Chairperson**

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**Suzanne Mac Kenzie, City Secretary**