



Planning and Zoning Commission – Regular Meeting February 10, 2020

1. Call Meeting to Order

The Planning and Zoning Commission met in regular meeting on January 13, 2020 at 6:34 PM. At City Hall 1653 N Santa Clara Rd in City of Santa Clara with Chairperson; Barbara Trammell

Roll Call; Present; David Cale, Justin Brassell, Lloyd Fairley, Carol Folbre, Ernst Kropp and David Mueller.

City Council members present: Jim Folbre and Danny Trammell

2. Opening

Pledge of Allegiance to the Flag of the United States of America: I pledge allegiance to the flag of the United States of America, and to the republic for which it stands: one nation under God, indivisible, with liberty and justice for all.

3. Public Comment

In accordance with the Texas Attorney General's Opinion, any public comment that is made on an item that is not on the published final agenda will only be heard by the Planning and Zoning Commission. No formal action, discussion, deliberation, or comment will be made by the Planning and Zoning Commission. Each person providing public comment will be limited to 3 minutes.

Jimmy Harless attending P & Z Meeting to introduce himself to the Commission members and citizens present, he is running for Guadalupe County Sheriff.

4. Approval of Minutes

Approval of minutes from January 13, 2020:

Carol Folbre, made the motion to approve the January 13, 2020, meeting minutes. David Cale, seconded the motion. Motion carried

5. Discussion Only

A. **Cibolo developments – impact:** No update at this time.

6. Discussion and Consider Action

A. **Vista Ridge Pipeline:** No update at this time.

B. **GVEC Franchise agreement:** Pending final edit by City Attorney

C. **Water Franchise agreement:** City Attorney waiting for information needed from Pat at Green Valley to finalize agreement.

D. Harvest Hill pond: City Engineer will be sending letter Re; Harvest Hills Unit III B Construction Plans (second review) regarding the following items:

- The drainage report as submitted does not address or consider the capacity of the existing ditch section and culverts downstream of the detention pond outlet, within the Marion Road right-of-way. Requesting a report with an analysis of the existing ditch section capacity and driveway culverts downstream to the Marion Road low water crossing.
- Requesting a letter of approval from the Guadalupe County Fire Marshal for the unit of the subdivision
- Requesting a letter of approval from GVSUD for the water service to this unit of development.

E. Cage around AC Units: David Cale is gathering quotes for cage around the AC Units.

F. Permit(s)/Variance(s)/ Requests and updates

- 226 Huisache Hill – BP 2019-016 – pending permit fees:** Received application only, no fees have been paid.
- 5824 Youngsford Rd – question only, regarding adding 2 mobile homes:** No application has been submitted at this time.
- 7503 Youngsford RD – pending application build new home:** Received application and application fee. Home will be built in City of Santa Clara's ETJ. New Home address is 7501 Youngsford Road.
- Others:** None

G. Road Projects/status conditions/issues

- Santa Clara Loop:** City Engineer will be putting together the opinion of probable project costs for level up and drainage on Santa Clara Loop.
- Wetz Road (North of Youngsford Rd):** Pending RDF description from City Engineer.
- Right of way Tree Clearing:** New mower schedule to be out next week to continue the right of way tree clearing.
- Others:** Big tree removed and hauled away, off Hard Luck Road

7. Road Equipment: Pricing Emergency Warning light bar for city truck and tool boxes.

8. Announcements:

- America Legion Post 425 will be holding a Casino Nights Fundraiser on February 15, 2020, see Barbara Trammell for tickets (\$25.00 each).
- North East Partnership luncheon 02-13-2020 at 11:30 am
- Friday, February 14, 2020 last day to file for Place 1, 2 and 5 City of Santa Clara's City Council. Office will be open from 4:00 pm to 6:00 pm, to accept applications.

9. Adjournment

David Cale, moved to adjourn the meeting at 7:00 PM. Justin Brassell, seconded the motion and passed unanimously.

Chairperson: Barbara Trammell



City Secretary: Donna White