

**MINUTES OF THE MEETING OF THE JERSEY VILLAGE
PLANNING AND ZONING COMMISSION**

November 9, 2022 – 6:00 p.m.

THE PLANNING AND ZONING COMMISSION MET ON NOVEMBER 9, 2022, AT 6:13 P.M. IN THE CIVIC CENTER MEETING ROOM, 16327 LAKEVIEW DRIVE, JERSEY VILLAGE, TEXAS.

A. The meeting was called to order in at 6:00 p.m. and the roll of appointed officers was taken. Commissioners present were:

Rick Faircloth, Chairman	Courtney Standlee, Commissioner
Eric Henao, Commissioner	David L. Lock, Commissioner
Ashley Brown, Commissioner	Debra Mergel, Commissioner

Commission Charles A. Butler, III was not present at this meeting.

Council Liaison, Drew Wasson, was present at this meeting.

Staff in attendance: Lorri Coody, City Secretary; Justin Pruitt, City Attorney; and Ian Knox and Joe Newton, Building Official Representatives.

B. CITIZENS' COMMENTS - Any person who desires to address the Planning and Zoning Commission regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and Commissioners are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments to the Planning and Zoning Commission.

There were no Citizen's Comments.

C. Consider approval of the minutes for the meeting held on October 24, 2022.

Commissioner Henao moved to approve the minutes for the meeting held on October 24, 2022. Commissioner Standlee seconded the motion. The vote follows:

Ayes: Committee Members Henao, Brown, Lock, and Standlee
Chairman Faircloth.

Nays: None

Abstain: Mergel

The motion carried.

D. Discuss and take appropriate action concerning a qualitative review of the City of Jersey Village's current Code of Ordinances pertaining to the commercial districts to identify potential code amendments required to ensure that City codes and regulations are in line with the goals and objectives established by the Jersey Village Comprehensive Plan.

BACKGROUND INFORMATION:

On May 18, 2022, City Council agreed to engage BBG to do a Zoning Ordinance update as one of the goals in the Comprehensive Plan is to "Encourage quality Community-orientated Retail and Restaurants", "Encourage quality Community-orientated Entertainment", to update city codes to conform to the Comprehensive Plan, and

to “Review existing development codes to identify incompatibility with the vision and desired uses (higher quality restaurants, services, and entertainment), and to protect residential neighborhoods.”

Since May, BBG worked with City Staff, a Planning and Zoning Commission Subcommittee, and the Planning and Zoning Commission on a list of Residential Code Amendments, which were passed and approved by City Council on October 17, 2022.

The next phase of BBG’s work is to identify potential Commercial Code amendments required to ensure that City codes and regulations are in line with the goals and objectives established by the Jersey Village Comprehensive Plan.

Accordingly, this item is to review and discuss the information put together by the Consultants, Staff, and the Planning and Zoning Commission Subcommittee in order to confirm which updates should appear on a future Planning and Zoning Commission agenda that will begin the Ordinance amendment process outlined in Section 14-84 of the Code of Ordinances as follows:

- a. Planning and zoning commission preliminary report submitted to city council.
- b. Joint public hearing with the planning and zoning commission and city council.
- c. Planning and zoning commission final report to the city council.
- d. Action.

Building Official Representatives, Ian Knox and Joe Newton, introduced the item and gave a presentation concerning proposed updates to the City’s Code of Ordinance. The proposed changes will cover several major areas of the Code pertaining to Commercial Land Use and Building Setbacks as follows:

Land Use

- Consolidation of commercial uses into a unified table for all commercial districts.
- New Commercial Uses proposed and added to table.
- Recommendation to remove several current uses in specified commercial districts.
- Amended the wording of several currently existing uses.

Building Setbacks (Location on lot)

- Consolidation of building setback requirements into unified setback tables for each commercial district.
- Amended setback requirements in specified districts.

The following discussions took place during the presentation:

There was discussion about the uses that were added and removed. It was explained that the added uses are recommendations based upon what other cities similar to Jersey Village have in their Code.

The list of uses was reviewed by the Commission. There were questions about the various uses. For example, there is an industrial bakery, but no regular bakery. Mr. Knox explained that regular bakeries fall under retail use.

Mr. Newton explained that all the newly added uses and the amended uses will have definitions added to the Code under Section 14-5.

There was discussion about automotive and truck repair shops. There was discussion about autobody and auto repair shops, but the table currently has just autobody shops. This led to discussion on what Districts would be affected if both were included in the Code. There was discussion that perhaps these type businesses should only be permitted with a Specific Use Permit (SUP).

The added uses were discussed and reviewed as well as the removed uses from the table. Definitions will be added into Section 14-5 for all new uses. The use of jobbing was discussed. It is a set-up temp shop, not a temp agency, rather more like selling items from the back of one's car.

Some members felt that we may need to make some of these new uses only allowed via a SUP. For example, veterinary services. The concern was what the vets do with deceased animals as well as the boarding of animals and the noise the animal might make.

The new use of liquor store was discussed given we already have liquor stores. In the past this use fell under retail establishments that offer alcoholic beverages for sale. These types of establishments were discussed in detail by the Commission. City Attorney Pruitt stated that we would want to look at TABC definitions and make sure that our definitions match.

Some Commissioners had questions about regulations for landscaping in a Commercial Development area and when will these Code issues be addressed. It was explained that these matters will be discussed later in the Code Update Project. There was also discussion about concrete plants that were recently added to District H but are being proposed to be removed in these updated tables.

There were some added uses such as scientific research and biohazard uses that if added should only be added as a SUP and should remain in the district where they were located before.

The new setback table was discussed. The Commission discussed the proposal to remove residential uses from District F. After discussion, it was agreed that currently there are no residential homes in District F.

Boundary lines for one, two, three, and four-story buildings were discussed. It is currently 50 feet for a one story, 100 feet for a two story and 150 feet for three and four stories. BBG is recommending a change to 25 feet, 50 feet, and 150 feet. Most want to keep it as is with no changes.

There is a proposed change from 7.5 to 10 feet on side setback for District G that was agreeable to the Commissioners.

Commissioner Courtney Standlee left the meeting at 7:14 p.m.

There are also proposed changes for the side street and side setbacks from 10 feet and 7.5 feet respectively to 25 feet for the side street setback and 25 feet for the side setback in District H. The changes for District H were discussed in detail. Most agreed with the proposed change.

For Districts J and J1 the proposal is to decrease the side setback from 25 feet to 10 feet. The Commission agreed.

For District K the proposal is to remove the use of townhomes from this District. The side setback and rear setback proposal is to increase it from 10 to 25 feet for both. The Commission agreed.

Permitted uses with conditions was discussed and explained by Mr. Knox and Mr. Newton. It was mentioned that this is a new type of use being used by other cities wherein certain conditions are set in the Code when a certain use is allowed. Using permitted uses with conditions will allow the city to set certain conditions for certain uses ahead of time without having to issue a SUP.

The next meeting to review these commercial updates will be November 21, 2022, at 6 PM. In the meantime, Commissioners can review the tables as presented and bring back any further concerns on November 21. Also, on that evening, the added and modified uses will have definitions prepared by BBG for review by the Commission.

E. Adjourn

There being no further business on the agenda the meeting was adjourned at 7:30 p.m.

Lorri Coody, City Secretary

