



**CITY OF ANGLETON**  
**PLANNING AND ZONING COMMISSION AGENDA**  
**120 S. CHENANGO STREET, ANGLETON, TEXAS 77515**  
**THURSDAY, MARCH 03, 2022 AT 12:00 PM**

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NOTICE IS HEREBY GIVEN PURSUANT TO V.T.C.A., GOVERNMENT CODE, CHAPTER 551, THAT THE PLANNING AND ZONING COMMISSION FOR CITY OF ANGLETON WILL CONDUCT A MEETING, OPEN TO THE PUBLIC, ON THURSDAY, MARCH 3, 2022, AT 12:00 P.M., AT THE CITY OF ANGLETON COUNCIL CHAMBERS LOCATED AT 120 S. CHENANGO STREET ANGLETON, TEXAS 77515.

**DECLARATION OF A QUORUM AND CALL TO ORDER**

**MINUTES**

1. Discussion and possible action on the review of Planning and Zoning Commission meeting minutes from August 2021 and September 2021.

**REGULAR AGENDA**

2. Presentation and discussion on Urban Planning and the Development Services Department

**ADJOURNMENT**

**CERTIFICATION**

I, Walter Reeves, Development Services Director, do hereby certify that this Notice of a Meeting was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times and to the City's website, [www.angleton.tx.us](http://www.angleton.tx.us), in compliance with Chapter 551, Texas Government Code. The said Notice was posted on the following date and time: Monday, February 28, 2022 by 12:00 p.m. and remained so posted continuously for at least 72 hours proceeding the scheduled time of said meeting.

/S/ Walter Reeves

Walter Reeves

Development Services Director

*In compliance with the Americans with Disabilities Act, the City of Angleton will provide reasonable accommodations for persons attending City Council meetings. The facility is wheelchair accessible and accessible parking spaces are available. Please contact the City Secretary at 979-849-4364, extension 2115 or email [citysecretary@angleton.tx.us](mailto:citysecretary@angleton.tx.us).*



## AGENDA ITEM SUMMARY FORM

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**MEETING DATE:** March 3, 2022

**PREPARED BY:** Lindsay Koskiniemi, CPM, CGFO, Assistant Director of Development Services

**AGENDA CONTENT:** Discussion and possible action on the review of Planning and Zoning Commission meeting minutes from August 2021 and September 2021.

**AGENDA ITEM SECTION:** Regular Agenda

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**BUDGETED AMOUNT:** N/A

**FUNDS REQUESTED:** N/A

**FUND:** N/A

**EXECUTIVE SUMMARY:**

Meeting minutes from Planning and Zoning Commission meetings from August 2021 and September 2021 have been prepared for the Commission's review and approval.

**RECOMMENDATION:**

Staff recommends approval.



**CITY OF ANGLETON**  
**PLANNING AND ZONING COMMISSION AGENDA**  
**120 S. CHENANGO STREET, ANGLETON, TEXAS 77515**  
**THURSDAY, AUGUST 05, 2021 AT 12:00 PM**

THE FOLLOWING REPRESENTS THE ACTIONS TAKEN BY THE ANGLETON PLANNING AND ZONING COMMISSION IN THE ORDER THEY OCCURRED DURING THE MEETING. THE PLANNING AND ZONING COMMISSION OF ANGLETON, TEXAS CONVENED IN A REGULAR MEETING ON THURSDAY, AUGUST 05, 2021, AT 12:00 PM, IN THE ANGLETON CITY HALL COUNCIL CHAMBERS, 120 S. CHENANGO, ANGLETON, TEXAS.

This meeting was live-streamed:

City's website at <https://angleton.tx.us/445/Meeting-Videos>

Facebook at <https://www.facebook.com/cityofangleton/>

### DECLARATION OF A QUORUM AND CALL TO ORDER

With a quorum present, Chair Garwood called the Commission Meeting to order at 12:00 P.M.

#### PRESENT

Chair William Garwood

Commission Member Ellen Eby

Commission Member Bonnie McDaniel

Commission Member Judy Shaefer

Commission Member Deborah Spoor

Commission Member Henry Munson

Commission Member Regina Bieri

### PUBLIC HEARINGS AND ACTION ITEMS

1. Conduct a public hearing, discussion and possible action on an ordinance to rezone an approximate 164.50 acres of land in the J. de J. Valderas Survey, Abstract No. 380, Brazoria County, Texas from the Agricultural District (AG) to a Planned Development (PD) District. The subject property is located on the north side of Anchor Road (CR 44) approximately 2,000 feet northwest of W. Wilkens Street.

Katie Journeay addressed the Planning and Zoning Commission and expressed support in general for development. Beth Journeay addressed the Planning and Zoning Commission.

Upon a motion by Commission Member Bonnie McDaniel and seconded by Commission Member Henry Munson, the Commission voted to recommend approval of an ordinance to rezone the approximate 164.5 acres of land in the J. de J. Valderas Survey, Abstract No. 380, Brazoria County, Texas from the Agricultural District (AG) to a Planned Development (PD) District. The motion passed on a 5-1 vote.

2. Conduct a public hearing, discussion, and possible action on a request for approval of an ordinance rezoning 2.669 acres from the Commercial-General District to the Single Family Residential 6.3 District. The subject property is located north of W. Mulberry Street between Murray Ranch Road to the west and Walker Street to the east.

**Upon a motion by Commission Member Bonnie McDaniel, seconded by Commission Member Regina Bieri, the Commission voted to recommend approval of an ordinance rezoning 2.669 acres from the Commercial-General District to the Single Family Residential 6.3 District. The motion passed on a 6-0 vote.**

3. Conduct a public hearing, discussion, and possible action on a request for approval of an ordinance rezoning Angleton Block 27, Lots 7 through 20 and portion of a closed alley located at 237 E. Locust Street, Angleton, TX 77515 from Commercial-General (C-G) to Central Business District (CBD). The subject property is located with Live Oak St to the north, Arcola St. to the east, E. Locust to the south, and Chenango St. to the west.

**Upon a motion by Commission Member Bonnie McDaniel, seconded by Commission Member Regina Bieri, the Commission voted to recommend approval of an ordinance rezoning Angleton Block 27, Lots 7 through 20 and portion of a closed alley located at 237 E. Locust Street, Angleton, TX 77515 from Commercial-General (C-G) to Central Business District (CBD). The motion passed on a 6-0 vote.**

4. Conduct a public hearing, discussion, and possible action in a request to rezone an approximate 20.00 acres from the Commercial-General (C-G) District to the Single Family 6.3 (SF-6.3) District. The subject property is located north of Bastrop Street and east of Angleton Blvd.

**Upon a motion by Commission Member Regina Bieri, seconded by Commission Member Henry Munson, the Commission voted to recommend approval on a request to rezone an approximate 20.00 acres from the Commercial-General (C-G) District to the Single Family 6.3 (SF-6.3) District. The motion passed on a 6-0 vote.**

5. Conduct a public hearing, discussion, and possible action on a request for approval of the Lot 16 Cannan Heights Subdivision Replat with a variance of Section 23.11.C.2 prohibiting new residential lots fronting on arterial streets. The subject property is a replat of Lots 16 Cannan Heights Subdivision and consists of an approximate 1.00 acres in the Single Family Residential 7.2 (SF-7.2) District. The subject property is located on the southwest corner of Piney Way and Valderas Street.

**Laura Jaso, resident and property owner of 2611 n. Valderas sent a letter to City staff and appeared in person to speak in opposition to the variance and replat of Lot 16 in the Cannan Heights Subdivision. Boyd Schillard, property owner of Lot 16 of Cannan Heights Subdivision addressed the Planning and Zoning Commission to speak in favor of the request.**

**Upon a motion by Commission Member Bonnie McDaniel seconded by Commission Member Regina Bieri, the Commission voted to recommend approval on a request of the Lot**

**16 Cannan Heights Subdivision Replat with a variance of Section 23.11.C.2. The motion passed on a 6-0 vote.**

6. Conduct a public hearing, discussion, and possible action on a request for approval of the preliminary replat of Riverwood Ranch Section 2. The proposed preliminary replat consists of approximately 85 single family residential lots on an approximate 20 acres located at the northeast corner of Downing Street and Hospital Drive in a Planned Development zoning district.

**Upon a motion by Commission Member Bonnie McDaniel seconded by Chairman Bill Garwood, the Commission voted to not recommend approval on a request for approval of the preliminary replat of Riverwood Ranch Section 2. The motion failed to pass on a vote of 4 opposed and 2 in favor.**

## **REGULAR AGENDA**

7. Discuss, consider and act on the Preliminary Replat of the Century Coale Road Business Park. The subject property consists of 9.273 acres, is in the Light Industrial (LI) zoning district and is located on the north side of CR 220 approximately 500 feet west of Business 288.

**Upon a motion by Commission Member Henry Munson seconded by Commission Member Judy Schaefer, the Commission voted to recommend approval of the Preliminary Replat of the Century Coale Road Business Park subject to all comments being cleared prior to the City Council meeting on August 24, 2021. The motion passed in a vote of 6-0.**

8. Discuss, consider and act on a site plan for the proposed Angleton Warehouse project

**Upon a motion by Commission Member Deborah Spoor seconded by Commission Member Judy Schaefer, the Commission voted to recommend approval of the site plan for the proposed Angleton Warehouse project subject to all comments being cleared. The motion passed in a vote of 6-0.**

9. Discuss, consider and act on a recommendation regarding the Heritage Tree Survey/Tree Preservation Plan (TPP) for Anderson Place

**The Commission discussed the existing Tree Protection Ordinance and heard comments from Miguel Saucedo, P.E. and developer Bobby Weaver. Commission Member Bonnie McDaniel made a motion to recommend denial of the recommended Heritage Tree Survey/Tree Preservation Plan for Anderson Place. No one seconded and motion died for lack of second. Another motion was made by Commission Member Deborah Spoor and seconded by Commission Member Henry Munson to accept the plan as presented. The motion passed in a vote of 5 in favor and 1 opposed.**

10. Presentation, discussion and possible comment on the Windmill Ridge project. The proposed project consists of approximately 90 acres north of FM 523 and west of SH 288 within the City's Extraterritorial Jurisdiction.

No action was taken by the Planning and Zoning Commission; however feedback was provided to the developer.

## ADJOURNMENT

Chairman Bill Garwood adjourned the meeting at 12:20 p.m.

## CERTIFICATION

These minutes were approved by Angleton Planning and Zoning Commission on this the 03 day of March 2022, upon a motion by Commission Member \_\_\_\_\_, seconded by Commission Member \_\_\_\_\_. The motion passed on \_\_\_\_-\_\_\_\_ vote.

## CITY OF ANGLETON, TEXAS

\_\_\_\_\_  
William Garwood  
Chair

## ATTEST:

\_\_\_\_\_  
Frances Aguilar, TRMC, MMC  
City Secretary



**CITY OF ANGLETON**  
**PLANNING AND ZONING COMMISSION AGENDA**  
**120 S. CHENANGO STREET, ANGLETON, TEXAS 77515**  
**THURSDAY, SEPTEMBER 02, 2021 AT 12:00 PM**

THE FOLLOWING REPRESENTS THE ACTIONS TAKEN BY THE ANGLETON PLANNING AND ZONING COMMISSION IN THE ORDER THEY OCCURRED DURING THE MEETING. THE PLANNING AND ZONING COMMISSION OF ANGLETON, TEXAS CONVENED IN A REGULAR MEETING ON THURSDAY, SEPTEMBER 2, 2021, AT 12:00 PM, IN THE ANGLETON CITY HALL COUNCIL CHAMBERS, 120 S. CHENANGO, ANGLETON, TEXAS.

This meeting was live-streamed at:  
 City's website at <https://angleton.tx.us/445/Meeting-Videos>  
 Facebook at <https://www.facebook.com/cityofangleton/>

### DECLARATION OF A QUORUM AND CALL TO ORDER

With a quorum present, Chair Garwood called the Commission Meeting to order at 12:00 P.M.

#### PRESENT

Chair William Garwood  
 Commission Member Bonnie McDaniel  
 Commission Member Judy Shaefer  
 Commission Member Deborah Spoor  
 Commission Member Henry Munson  
 Commission Member Regina Bieri  
 Commission Member Ellen Eby

#### ABSENT

None

### PUBLIC HEARINGS AND ACTION ITEMS

1. Conduct a public hearing, discussion, and possible action on a request for approval of an ordinance rezoning 2.669 acres from the Commercial-General District to the Single Family Residential 6.3 District. The subject property is located north of W. Mulberry Street between Murray Ranch Road to the west and Walker Street to the east.

Larry Schaefer, resident at 115 N. Walker addressed the Planning and Zoning Commission with concerns about the rezoning and expressed opposition to the request to rezone. Bill Eaford, resident at 712 Western expressed opposition to the rezoning request stating that he did not want to see houses behind his property.

Upon a motion Commission Member Munson and seconded by Commission Member Bonnie McDaniel seconded by Commission member Henry Munson, the request to recommend approval of an ordinance rezoning 2.669 acres from the Commercial-General District to the

**Single Family Residential 6.3 District located north of W. Mulberry Street between Murray Ranch Road to the west and Walker Street to the east, was approved in a vote of 6-0 with Commission Member Judy Schaefer abstaining.**

## **REGULAR AGENDA**

2. Discuss and consider acting upon a recommendation to approve the proposed final replat of the Bayou Bend Estates Subdivision.

**Upon a motion Commission Member Regina Bieri seconded by Commission Member Henry Munson, the Commission voted in to recommend approval of the proposed final replat of the Bayou Bend Estates Subdivision subject to clearing all comments provided by the City Engineer. The motion passed in a vote of 7-0.**

3. Discuss, consider and act on a request for approval of a proposed site plan for a parking lot for the Holy Comforter Episcopal Church.

**Upon a motion Commission Member Bonnie McDaniel and seconded by Commission Member Judy Schaefer, The Commission voted to recommend approval of a proposed site plan for a parking lot for the Holy Comforter Episcopal Church. The motion passed in a vote of 7-0.**

**Commission Member Regina Bieri left at 12:23.**

4. Discuss, consider and act on a request for approval of a site plan for a proposed apartment project on Henderson Road.

**Upon a motion Commission Member Ellen Eby and seconded by Commission Member Bonnie McDaniel, the Commission voted to recommend approval of a site plan for a proposed apartment project on Henderson Road. The motion passed in a vote of 7-0.**

5. Discuss, consider and act on a recommendation for the Preliminary Plat of Section I of Austin Colony

**Upon a motion Commission Member Bonnie McDaniel seconded by Commission Chairman Bill Garwood, the Commission voted to recommend approval of the Preliminary Plat of Section I of Austin Colony subject to all conditions enumerated by Walter Reeves are met. The motion passed in a vote of 4-2.**

6. Discuss, consider an act on a recommendation for the preliminary replat of Angleton Park Place Section 1.

**Upon a motion Commission Member Henry Munson seconded by Commission Member Judy Schaefer, the Commission voted to recommend approval of the preliminary replat of Angleton Park Place Section 1 subject to clearing all comments provided by the City Engineer. The motion passed in a vote of 16-0.**

7. Discuss, consider, and act on the Preliminary Replat for the Brazoria County Courthouse Campus Expansion. The subject property spans six city blocks surrounded by Cedar Street to the north, Front Street to the west, Arcola Street to the west, and E. Locust Street to the south and is in the Central Business District (CBD) zoning district.

**Items 7 and 8 were combined by the Commission.**

8. Discuss, consider, and act on a site plan for the proposed Brazoria County Courthouse Campus Expansion project.

**Upon a motion by Commission Member Ellen Eby seconded by Commission Member Henry Munson, the Commission voted to approve items 7 and 8 subject to all comments provided by the City Engineer in item 7.**

9. Update on review of development regulations by Gunda Corp.

**Walter Reeves, Development Services Director, provided update on a contract City Council executed with Gunda Corporation to make revision to the Land Development Code. No action was taken.**

## **ADJOURNMENT**

**Chairman Bill Garwood adjourned the meeting at 12:53 p.m.**

**These minutes were approved by Angleton Planning and Zoning Commission on this the 03 day of March 2022, upon a motion by Commission Member \_\_\_\_\_, seconded by Commission Member \_\_\_\_\_. The motion passed on \_\_\_\_ - \_\_\_\_ vote.**

**CITY OF ANGLETON, TEXAS**

\_\_\_\_\_  
**William Garwood**

**Chair**

**ATTEST:**

\_\_\_\_\_  
**Frances Aguilar, TRMC, MMC**

**City Secretary**



## AGENDA ITEM SUMMARY FORM

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**MEETING DATE:** March 3, 2022

**PREPARED BY:** Walter E. Reeves Jr., AICP, Development Services Director

**AGENDA CONTENT:** Presentation and discussion on Urban Planning and the Development Services Department

**AGENDA ITEM SECTION:** Regular Agenda

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**BUDGETED AMOUNT:** None **FUNDS REQUESTED:** None

**FUND:** None

**EXECUTIVE SUMMARY:**

Presentation and discussion on Urban Planning in general and the function of the Development Services Department.

**RECOMMENDATION:**

EnterTextHere



# PLANNING or “The art of muddling through”

Item 2.

Urban Planning is a shorthand term used to describe the broader professional field of Planning, and that professional field covers a wide range of different disciplines that may not be “urban.” What all forms of planning share is a fundamental focus on the future. - Planetizen

The forms of Planning that the citizenry most often have contact are the zoning ordinance (Chapter 28 of the Code of Ordinances), the subdivision regulations (Chapter 23 of the Code of Ordinances), and the Comprehensive Plan

The Comprehensive Plan is the City's vision for the future, and the zoning ordinance and subdivision regulations are the primary development regulations used to implement the vision articulated in the Comprehensive Plan

Texas Local Government Code (LGC) Sections 211  
Municipal Zoning Authority, 212 Regulation of  
Subdivisions and Property Development, and 213  
Municipal Comprehensive Plans are the enabling  
legislation for planning and local regulation in Texas

The LGC also defines the responsibilities and authorities of  
the Planning & Zoning Commission (P&Z) and Zoning  
Board of Adjustment (BOA)

The American Planning Association is the national body for all things “planning” in the United States. The APA website can be found at:

[www.planning.org](http://www.planning.org)

Another planning website is Planetizen. The Planetizen website can be found at:

[www.planetizen.com](http://www.planetizen.com)

Finally, the Texas Chapter of the American Planning Association provides:

*A Guide to Urban Planning in Texas Communities*

feel free to email me at the address below and I will provide you a link to the electronic document

wreeves@angleton.tx.us

# Development Services

What Is It?

# Development Services Generally Encompasses A Number Of Functions



PLAN REVIEWS, BUILDING AND  
OTHER PERMITS



CODE ENFORCEMENT AND FOOD  
SERVICE HEALTH INSPECTIONS



COMPREHENSIVE PLANNING,  
ZONING AND SUBDIVISION REVIEW

## Plan Review and Permit Issuance

- Examples of the plan review and permit issuance function include;
  - Contractor Registration
  - Construction Plan review
  - Types of Permits Issued (NOT an all inclusive list)
    - Driveway Flatwork Permits
    - Demolition Permits
    - Sign Permits
    - Garage Sale Permits
    - Residential and Commercial Building Permits

## Food Service Health Inspections

- The City of Angleton performs Food Service Health Inspections to promote health and to prevent food-borne disease through education, training and regulation.
- Each year, a food establishment will receive one or more unannounced routine inspections by Health Inspectors.
- Routine inspections typically address safe food handling practices and sanitation.
- An inspection log is available to the public on the City of Angleton website.

## Code Enforcement

- The City of Angleton's Code Enforcement function enforces City ordinances that involve properties within the City of Angleton.
- Code Enforcement works to prevent and eliminate public health, safety and welfare problems as well as aesthetic issues that occur within the City of Angleton.
- Typical types of Code Enforcement actions include:
  - Abandoned and Junk Vehicles
  - High Grass and Weeds (> 14" in height)
  - Illegal Dumping
  - Substandard Structures
  - Trash, Rubbish and Open Storage
  - Rodent Harborage (Vermin)
  - Property Maintenance

# Planning

- The Planning function has several elements, the most highly visible ones being:
- Long Range Planning - the Comprehensive Plan and smaller area studies (Angleton Livable Center Study currently in process) as well as corridor studies and policy papers
- Current Planning can best be described as the everyday part of the planning process and is the development review function, which includes the land subdivision process and the zoning process
- Various aspects of economic development efforts
- Annexation of property in the City's Extraterritorial Jurisdiction

## Subdivision Process

- A “subdivision” is defined in the City’s Land Development Code (LDC - Chapter 23 of the Angleton Code of Ordinances) as; “Any division, or combination, of land into lots, tracts, reserves for sale, or development.”
- That definition is further fleshed-out by Section 23-5 which details the applicability of the LDC.
- The purpose of the LDC is to:
  - Implement the comprehensive plan and other adopted plans;
  - Preserve and improve public health, safety, and general welfare
  - Provide reasonable development restrictions
- The subdivision process is also the process by which the City exacts public improvements such as; water/wastewater, streets, sidewalks, drainage and parks.
- While there are many different types of subdivisions permitted under the Texas Local Government Code (LGC) and the LDC, the vast majority go through a process involving a recommendation from the Planning & Zoning Commission and City Council approval.

## Zoning Process

- Zoning is the basic regulation used by municipalities in Texas to control land uses pursuant to a comprehensive plan. The City of Angleton adopted zoning by Ordinance No. 854 on March 17, 1981 and the City's current zoning regulations can be found in Chapter 28 of the Angleton Code of Ordinances.
- The two appointed bodies most involved with the zoning function are the Planning and Zoning Commission and the Board of Adjustment.
- The Board of Adjustment (Board) is a "quasi-judicial body" that exists to decide upon applications for variances to the requirements of the zoning ordinance and to rule upon appeals regarding interpretation and application of the zoning ordinance.
- The Board can swear-in witnesses and take testimony and its decisions are final with any appeal of the decision to be made to the courts.
- The Planning and Zoning Commission (P&Z) is an advisory body that makes recommendations to the City Council on subdivision applications, rezoning applications, Specific Use Permit applications and occasionally site plan applications as part of the zoning process.
- The P&Z also makes recommendations to the City Council on ordinances amending; Chapters 23 & 28, the Comprehensive Plan and elements of the Comprehensive Plan (Future Land Use Plan, Mobility Plan, etc.).

**Conclusion:**  
Development Services is  
involved in almost all  
aspects of the land  
development process

