

PLANNING & ZONING COMMISSION MEETING

Wednesday, April 23, 2025 at 5:30 PM

Development Services Office, 100 NE

Barnard, Glen Rose, TX 76043

AGENDA



CALL TO ORDER

Pledge of Allegiance, Roll Call

CONSENT AGENDA

1. Consider approval of minutes from February 26, 2025 P&Z Commission Meeting
2. Consider approval of minutes from March 26, 2025 P&Z Commission Meeting

PUBLIC HEARING

3. Public hearing regarding a request for a Specific Use Permit for Short Term Rental for the property located at 704 NE Barnard, Acres: 0.172, Lot: 00004, Blk: 00001, Subd: P0500, Abst: A136, PRUITT, BLOCK 1, LOT 4 to operate in a R-1 (Single Family District).
4. Public hearing regarding a request for a Specific Use Permit in order to operate an Herb Shop to sell dried herbs, lotions, salves etc at the property located at 200 Live Oak St; Acres: 1.682, Blk: PART OF 18,19,20, Subd: G0500, Abst: A136, GLEN ROSE TOWNSITE to operate in a R-1 (Single Family District).

INDIVIDUAL ITEMS FOR CONSIDERATION

5. Discussion, consideration and possible action regarding a request for a Specific Use Permit for Short Term Rental for the property located at 704 NE Barnard, Acres: 0.172, Lot: 00004, Blk: 00001, Subd: P0500, Abst: A136, PRUITT, BLOCK 1, LOT 4 to operate in a R-1 (Single Family District).
6. Discussion, consideration and possible action regarding a request for a Specific Use Permit in order to operate an Herb Shop to sell dried herbs, lotions, salves etc at the property located at 200 Live Oak St; Acres: 1.682, Blk: PART OF 18,19,20, Subd: G0500, Abst: A136, GLEN ROSE TOWNSITE to operate in a R-1 (Single Family District)

ADJOURNMENT

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in the is meeting should contact the City Secretary's office at (254) 897-2272 x 201 at least 48 hours prior to the meeting to request such assistance.

CERTIFICATION

I, the undersigned authority, do hereby certify that this NOTICE OF MEETING was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance of the City of Glen Rose City Hall, a place convenient and readily accessible to the general public, as well as to the City's website at www.glenrosetexas.org and said notice was posted on the following date and time: **Friday, April 18, 2025, on or before 5:00 PM** and remained posted for at least two hours after said meeting was convened.

Veronica Welch, City Secretary

Certification of NOTICE OF MEETING was removed on: _____ at _____ am/pm
by _____ . _____



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	4/23/2025		
AGENDA SUBJECT:	Consider approval of minutes from February 26, 2025 P&Z Commission Meeting		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	4/16/25
EXHIBITS:			
BUDGETARY IMPACT:		Required Expenditure:	\$00.00
		Amount Budgeted:	\$00.00
		Appropriation Required:	\$00.00
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION: Move to approve or deny as presented.			

Meeting Minutes
Planning & Zoning Commission – City of Glen Rose, Texas
February 26, 2025

- 1) Call to Order
 - a) The meeting was called to order to 5:32 pm by Chairperson, Pam Streeter
 - b) Pledge of Allegiance
 - c) Roll Call: Present: Rex Miller, James Gosdin, and Pam Streeter were in attendance. Additionally, Staff members Jodi Holthe, Stephen Boyd were present. A quorum was present.

CONSENT AGENDA

- Consider approval of minutes from January 29, 2025 P&Z Commission Meeting
 - Motion made by Rex Miller, 2nd by James Gosdin
 - Motion Passed 3/0

INDIVIDUAL ITEMS FOR CONSIDERATION

- Discussion, consideration and possible action on appointment of Chairperson for Planning & Zoning Commission
 - Motion was made by Rex Miller to nominate Pam Streeter as Chair, motion was 2nd by James Gosdin
 - Motion Passed 2/0/1
- Discussion, consideration and possible action on appointment of Vice Chairperson for Planning & Zoning Commission
 - Item was tabled
- Discussion, consideration and possible action regarding revisions to Article 14.02.005 Definitions
 - Item was tabled

WORKSHOP

- Fee Schedule – Discussion was held and recommendations were made
- Tiny Homes - Tabled
- Design Standards for Downtown - Tabled
- Design Standards for Hwy 67 - Tabled

With no further business before the commission the meeting was adjourned at 7:36 pm

Chairperson

Jodi Holthe,
Building & Planning Department



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	4/23/2025		
AGENDA SUBJECT:	Consider approval of minutes from March 26, 2025 P&Z Commission Meeting		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	4/16/25
EXHIBITS:			
BUDGETARY IMPACT:		Required Expenditure:	\$00.00
		Amount Budgeted:	\$00.00
		Appropriation Required:	\$00.00
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION: Move to approve or deny as presented.			

Meeting Minutes
Planning & Zoning Commission – City of Glen Rose, Texas
March 26, 2025

- 1) Call to Order
 - a) The meeting was called to order to 5:30 pm by Chairperson, Pam Streeter
 - b) Pledge of Allegiance
 - c) Roll Call: Present: Greg Clanton, Rex Miller, James Gosdin, Mehgan Schuelke and Pam Streeter were in attendance. Additionally, Staff members Jodi Holthe, Stephen Boyd were present. A quorum was present.

2) Public Hearing was Opened at 5:31 pm

PUBLIC HEARING

1. Public hearing regarding a request to rezone Rock Ridge 3, also known as Acres: 13.260, Tract: D4-1-5, Abst: A136, A136 MILAM CO SCH LD, TRACT D4-1-5, ACRES 13.26 from R-1 (Single Family Residential District) to PD (Planned Development)

No public comments were heard

2. Public hearing regarding a Preliminary Plat for Rock Ridge 3, a proposed 100 lot subdivision, as submitted by Horizon Capital Solutions, LLC and owners representative Stephen Bezner, for the property located off W Gibbs Blvd, being a 13.260 acres, Tract: D4-1-5, Abst: A136, A136 MILAM CO SCH LD, TRACT D4-1-5, ACRES 13.26; in the City of Glen Rose, Somervell County, Texas

No public comments were heard

Public Hearing was Closed at 5:33 pm

INDIVIDUAL ITEMS FOR CONSIDERATION

1. Discussion, consideration and possible action on appointment of Vice Chairperson for Planning & Zoning Commission
 - a. Motion was made by Rex Miller and 2nd by Tong Gosdin to amend item to appointment of Vice Chairperson for Planning & Zoning Commission. Motion passed 5/0
 - b. Motion was made by Pam Streeter to nominate Greg Clanton as Vice Chair, motion was 2nd by Rex Miller
 - c. Motion Passed 5/0
2. Discussion, consideration and possible action regarding a request to rezone, Acres: 13.260, Tract: D4-1-5, Abst: A136, A136 MILAM CO SCH LD, TRACT D4-1-5, ACRES 13.26 from R-1 (Single Family Residential District) to PD (Planned Development)
 - a. A great deal of discussion about the property and what would be included was held. Discussion about why Planned Development and goals of the development were discussed.
 - b. Discussion was held that a development/planned development agreement has to be drafted and presented to council.
 - c. The recommendation was to proceed with the planned development pending a council approved development contract

- d. Motion was made by Rex Miller and 2nd by Greg Clanton. Motion passed 4/0/1
- 3. Discussion, consideration and possible action regarding a Preliminary Plat for Rock Ridge 3, a proposed 100 lot subdivision, as submitted by Horizon Capital Solutions, LLC and owners representative Stephen Bezner, for the property located off W Gibbs Blvd, being a 13.260 acres, Tract: D4-1-5, Abst: A136, A136 MILAM CO SCH LD, TRACT D4-1-5; in the City of Glen Rose, Somervell County, Texas
 - a. Plat cannot be approved without the PUD agreement in place, but general feeling was plat covered needed items for first draft. Lighting and other elements including Tree survey would be needed.
 - b. Motion was made by Greg Clanton and 2nd by Rex Miller. Motion passed 4/0/1
- 3) Having no further business before the commission the meeting was adjourned at 6:01 pm

Chairperson

Jodi Holthe,
Building & Planning Department



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	4/23/2025		
AGENDA SUBJECT:	Public hearing regarding a request for a Specific Use Permit for Short Term Rental for the property located at 704 NE Barnard, Acres: 0.172, Lot: 00004, Blk: 00001, Subd: P0500, Abst: A136, PRUITT, BLOCK 1, LOT 4 to operate in a R-1 (Single Family District).		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	3/06/25
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	4/23/2025		
AGENDA SUBJECT:	Public hearing regarding a request for a Specific Use Permit in order to operate an Herb Shop to sell dried herbs, lotions, salves etc at the property located at 200 Live Oak St; Acres: 1.682, Blk: PART OF 18,19,20, Subd: G0500, Abst: A136, GLEN ROSE TOWNSITE to operate in a R-1 (Single Family District).		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	2/24/25
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	4/23/2025		
AGENDA SUBJECT:	Discussion, consideration and possible action regarding a request for a Specific Use Permit for Short Term Rental for the property located at 704 NE Barnard, Acres: 0.172, Lot: 00004, Blk: 00001, Subd: P0500, Abst: A136, PRUITT, BLOCK 1, LOT 4 to operate in a R-1 (Single Family District).		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	3/06/25
EXHIBITS:	1. Request for Specific Use Permit Application 2. Property Notification Letter 3. Property Return Letter 4. 200' Surrounding Property map		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: 02/24/2025 – Request for Specific Use Permit Application was received 04/05/2025 - Notice of Public Hearing was posted in the local newspaper 04/11/2025 - 19 Property owner letters were sent representing 23 properties. 03 Letters have been confirmed as received 16 Letters unconfirmed as received 00 Letters were returned 01 Favorable response has been returned 00 Opposition response has been returned			
RECOMMENDED ACTION: Move to approve or deny as presented.			



Building /Planning/Code Enforcement Department
 201 NE Vernon Street
 PO Box 1949, Glen Rose, Texas 76043
 (254) 897-2272 Fax: (254) 897-7989

Specific Use Permit Application Short-Term Rental

Short Term Rentals located in the following Zones require the Property Owner to complete this form and submit it to City Staff for review:

☐ R-1 ☐ R-2 ☐ R-2m ☐ R-3 ☐ R-4 ☐ MH

Property Address: 704 NE Barnard

Applicant's Name: Mary Hunt Date: 03/06/2025

Present zoning at site: ☒ R-1 ☐ R-2 ☐ R-2m ☐ R-3 ☐ R-4 ☐ MH

Parking Spaces Provided: 4

Property Owner Information

Full Name: Mary K Hunt Email: _____
 Address: _____ Telephone No: _____

Form of ownership:

☒ Individual

☐ Partnership

☒ Corporation

Applicant/Owner's Representative (if not the owner)

Full Name: _____ Email: _____
 Address: _____ Telephone No: _____

Intended use of property

B&B short term rental - Any residential dwelling in which rooms are rented to paying guests on an overnight basis with not more than one (1) meal served daily, with the entire service to be included in one (1) stated price.

☐ B&B short term rental – A guest house or small hotel offering sleeping accommodations.

☒ Non-B&B short term rental.

Additional details:

purchased as an existing airbnb

Owner's Signature: [Signature] Date: 03/06/2025

Representative Signature: _____ Date: ____/____/____

*Glen Rose: A welcoming and unique family-oriented community committed to
preserving our natural beauty and historic small-town charm.*



Building, Planning and Code Enforcement Department
201 NE Vernon Street, PO Box 1949, Glen Rose, Texas 76043
(254) 897-2272 Fax: (254) 897-7989

NOTIFICATION

April 11, 2025

NOTICE OF PUBLIC HEARING

Public hearings will be held at 5:30 p.m. at City Hall (201 NE Vernon Street, Glen Rose, Texas) on April 23, 2025 before the Planning and Zoning Commission and on May 13, 2025 before the City Council on a request by applicant/owner's representative, Mary Hunt, to request a Specific Use Permit for Short Term Rental for the property located at 704 NE Barnard St; Acres: 0.172, Lot: 00004, Blk: 00001, Subd: P0500, Abst: A136, PRUITT, BLOCK 1, LOT 4 to operate in a R-1 (Single-Family Residential District) Zone.

Dear Property Owner:

You are receiving this notice because our records indicate you own property within 200' of the property referenced above that is the subject of these hearings. Included with this letter is a Property Owner Response Form, the application for a Specific Use Permit for Short Term Rental is under consideration, and a map showing all the properties within 200' of the referenced property. If you would like to register your opinion in favor or in opposition to granting the Specific Use Permit, please complete the form and either mail or email it to us, or deposit it in one of the drop boxes at City Hall.

If the owners of 20% or more of the land within 200' of the referenced property provide written notice of their objection to the issuance of the Specific Use Permit Request, instead of a simple majority it will require a vote of $\frac{3}{4}$ of the City Council members present to approve the request.

You are welcome to attend and participate in either or both of the Public Hearings.

Should you have any questions, please contact us at (254) 897-2272 ext. 109.

Sincerely,

Building, Planning, and Code Compliance Department

NOTICE OF PUBLIC HEARING



City of Glen Rose, Texas
 Building, Planning, Code Enforcement Department
 P.O. Box 1949, Glen Rose, TX 76043
 Ph: (254) 897-2272 Fax: (254) 897-7989
 Email: jodi.holthe@glenrosetexas.org

PROPERTY OWNER RESPONSE FORM

Re: Request for a Specific Use Permit for Short Term Rental for the property located at 704 NE Barnard; Acres: 0.172, Lot: 00004, Blk: 00001, Subd: P0500, Abst: A136, PRUITT, BLOCK 1, LOT 4 to operate in a R-1 (Single-Family Residential District) Zone.

This letter may be deposited in either of the two drop boxes located at City Hall, 201 NE Vernon Street, Glen Rose, Texas or mailed to City Hall, Attention: Planning and Zoning Department, PO Box 1949, Glen Rose, Texas 76043.

NAME: _____

ADDRESS: _____

I AM () IN FAVOR () IN OPPOSITION TO THIS REQUEST.

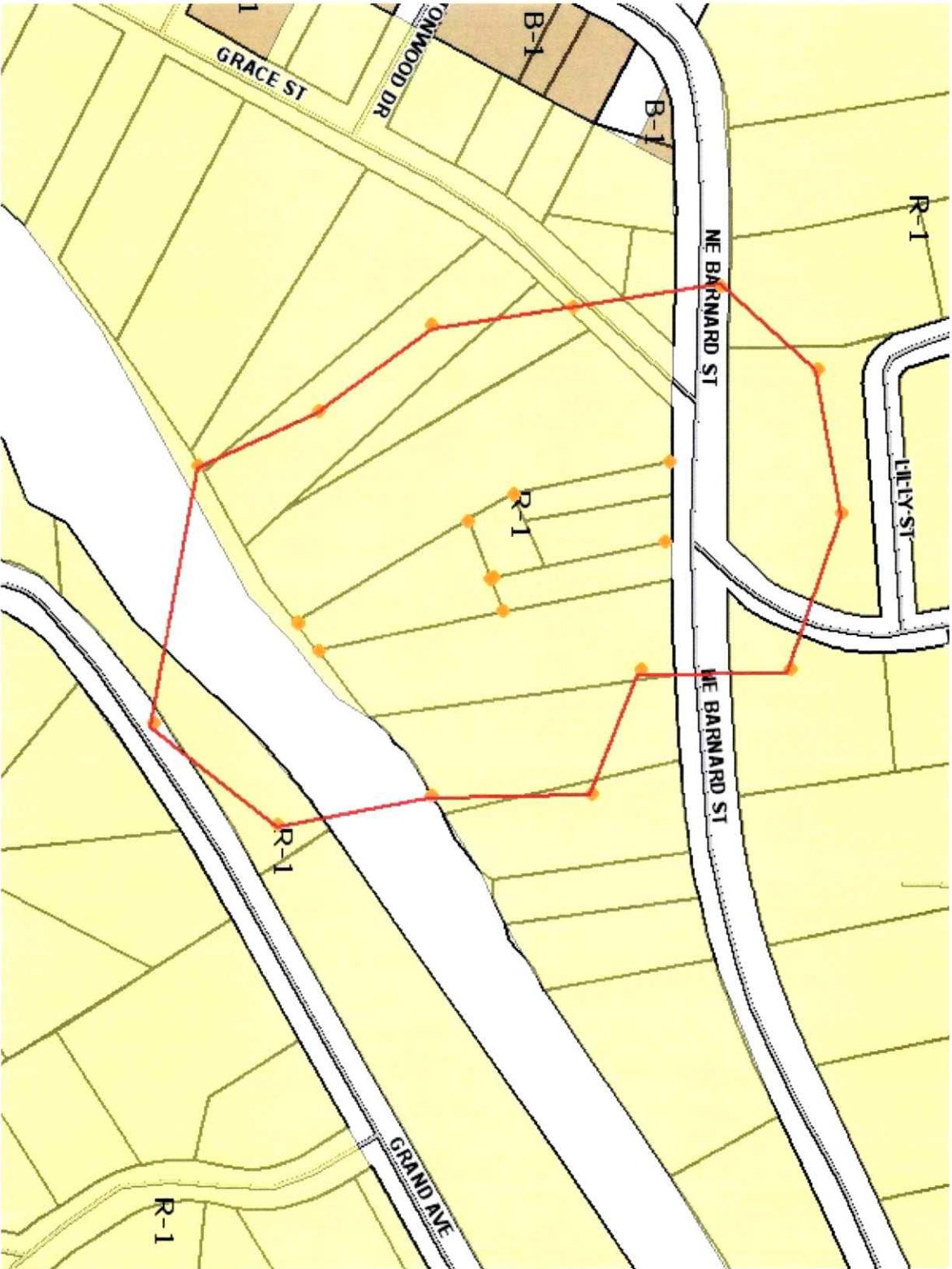
Reasons/Comments:

Signature

Date

Building and Planning / Code Enforcement

704 NE Barnard – 200' Radius





CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	4/23/2025		
AGENDA SUBJECT:	Discussion, consideration and possible action regarding a request for a Specific Use Permit in order to operate an Herb Shop to sell dried herbs, lotions, salves etc at the property located at 200 Live Oak St; Acres: 1.682, Blk: PART OF 18,19,20, Subd: G0500, Abst: A136, GLEN ROSE TOWNSITE to operate in a R-1 (Single Family District)		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	3/06/25
EXHIBITS:	1. Request for Specific Use Permit Application 2. Property Notification Letter 3. Property Return Letter 4. 200' Surrounding Property map		
BUDGETARY IMPACT:		Required Expenditure:	\$00.00
		Amount Budgeted:	\$00.00
		Appropriation Required:	\$00.00
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: 03/06/2025 – Request for Specific Use Permit Application was received 04/05/2025 - Notice of Public Hearing was posted in the local newspaper 04/11/2025 - 11 Property owner letters were sent representing 11 properties. 03 Letters have been confirmed as received 08 Letters unconfirmed as received 00 Letters were returned 00 Favorable response has been returned 00 Opposition response has been returned			
RECOMMENDED ACTION: Move to approve or deny as presented.			

City of Glen Rose – Building / Planning / Code Enforcement Office
201 NE Vernon Street Tel: (254) 897-2272 Fax: (254) 897-7989
Email: codeenforcment@glenrosetexas.org

Staff use only

Case #

Item 6.

Date Received: 2/24/25

Fee : \$ 150

Paid on: 2/24/25

Specific Use Permit Application

Address of property: 200 Live Oak St. Glen Rose

Applicant's Name: Melissa C. Pew Date: 2-24-25

Property Owner Information

Full Name: Melissa C. Pew

Address: _____

Telephone No: _____ Email: _____

Applicant/Owner's Representative (if not the owner)

Full Name: _____

Address: _____

Telephone No: _____ Email: _____

Present zoning at site: R1 Previously and Insurance office

Form of Ownership of the property: ☒ Individual [] Partnership [] Corporation

Intended use of property:

Herb shop - 209 sq ft. space to sell dried herbs, lotions, salves, etc.

I/We am/are the owner(s) of the property. I/We hereby certify that all the information provided is true and correct.

Owner(s) Signature:

_____ Date: 2-24-25



Building, Planning and Code Enforcement Department
201 NE Vernon Street, PO Box 1949, Glen Rose, Texas 76043
(254) 897-2272 Fax: (254) 897-7989

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NOTICE OF PUBLIC HEARING

Public hearings will be held at 5:30 p.m. at City Hall (201 NE Vernon Street, Glen Rose, Texas) on April 23, 2025 before the Planning and Zoning Commission and on May 13, 2025 before the City Council on a request by applicant/owner's representative, Melissa Pew, to request a Specific Use Permit in order to use a space previously approved to be used as an insurance office to be used as an Herb Shop to sell dried herbs, lotions, salves etc at the property located at 200 Live Oak St; Acres: 1.682, Blk: PART OF 18,19,20, Subd: G0500, Abst: A136, GLEN ROSE TOWNSITE to operate in a R-1 (Single-Family Residential District) Zone.

Dear Property Owner:

You are receiving this notice because our records indicate you own property within 200' of the property referenced above that is the subject of these hearings. Included with this letter is a Property Owner Response Form, the application for a Specific Use Permit to sell dried herbs, lotions, salves etc which is under consideration, and a map showing all the properties within 200' of the referenced property. If you would like to register your opinion in favor or in opposition to granting the Specific Use Permit, please complete the form and either mail or email it to us, or deposit it in one of the drop boxes at City Hall.

If the owners of 20% or more of the land within 200' of the referenced property provide written notice of their objection to the issuance of the Specific Use Permit Request, instead of a simple majority it will require a vote of $\frac{3}{4}$ of the City Council members present to approve the request.

You are welcome to attend and participate in either or both of the Public Hearings.

Should you have any questions, please contact us at (254) 897-2272 ext. 109.

Sincerely,

Building, Planning, and Code Compliance Department

NOTICE OF PUBLIC HEARING



City of Glen Rose, Texas
 Building, Planning, Code Enforcement Department
 P.O. Box 1949, Glen Rose, TX 76043
 Ph: (254) 897-2272 Fax: (254) 897-7989
 Email: jodi.holthe@glenrosetexas.org

PROPERTY OWNER RESPONSE FORM

Re: Request for a Specific Use Permit in order to use a space previously approved to be used as an insurance office to be used as an Herb Shop to sell dried herbs, lotions, salves etc at the property located at 200 Live Oak St; Acres: 1.682, Blk: PART OF 18,19,20, Subd: G0500, Abst: A136, GLEN ROSE TOWNSITE to operate in a R-1 (Single-Family Residential District) Zone.

This letter may be deposited in either of the two drop boxes located at City Hall, 201 NE Vernon Street, Glen Rose, Texas or mailed to City Hall, Attention: Planning and Zoning Department, PO Box 1949, Glen Rose, Texas 76043.

NAME: _____

ADDRESS: _____

I AM () IN FAVOR () IN OPPOSITION TO THIS REQUEST.

Reasons/Comments:

Signature

Date

Building and Planning / Code Enforcement

200 Live Oak St – 200' Radius

