

PLANNING & ZONING COMMISSION MEETING

Tuesday, February 28, 2023 at 5:30 PM

Glen Rose City Hall, Council Chambers,
201 NE Vernon, Glen Rose, TX 76043



AGENDA

City Hall will be open to the public.

Citizens can view or listen live by tuning in to the following Zoom.com webinar:

Meeting ID: 841 5479 8243 • Passcode 174137 • or dial 1-346-248-7799

CALL TO ORDER

Pledge of Allegiance, Roll Call

CONSENT AGENDA

1. Consider approval of minutes from February 2, 2023 P&Z Board Meeting

WORKSHOP

2. Review and discussion of Cigar bar/Smoking room to the City of Glen Rose Zoning Ordinance Definitions (Sec. 14.02.005)
3. Discuss goal settings for 2023
4. Discuss and review draft Comprehensive Plan

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 102 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, February 24, 2023, by HH:MM PM** and remained posted for at least two hours after said meeting was convened.

A handwritten signature in blue ink, which appears to read "Jodi Holthe", is written over a horizontal line.

Jodi Holthe

Building, Planning Code Enforcement Department

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



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	2/28/23		
AGENDA SUBJECT:	Consider approval of minutes from February 2, 2023 P&Z Board Meeting		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	2/3/23
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 2, 2023

Item 1.

PREAMBLE: This meeting was originally scheduled for January 31, 2023. However due to adverse weather conditions (ICE STORM), the meeting was postponed with notice until February 2, 2023, which is allowed per the OPEN MEETINGS ACT.

1. Call to Order

- a. The meeting was called to order to 5:30pm by Chairperson, Pam Streeter
- b. Pledge of Allegiance
- c. Roll Call – Chairman, Pam Streeter called roll. Board Members, William Green, Larry Cremean, Greg Clanton, and Pam Streeter were in attendance. Joe Boles was absent. Additionally, Staff members Jodi Holthe & Michael Leamons were present. A quorum was present.

2. Consent Agenda

- a. Approval of Meeting Minutes from December 6 and December 27, 2022 was required.
- b. No Discussion or Changes to Minutes were needed.
- c. Motion to approve the consent agenda was made by Larry Cremean, and seconded by Greg Clanton.
- d. Motion passed 4/0

3. Public Hearing opened at 5:33pm

- a. Public hearing regarding request to rezone Lot: 00001, BLK 00001, Tract 1: Abst A135-PS, Paluxy Summit, Block 1, Lot 1. Acres 1.502, 103 Paluxy Summit Blvd from R-2M (Single and Two- to Four Family Residential District; cabin & condominium configurations allowable) to R-4, multi-family Residential District.
 - i. No public comments
- b. Public hearing regarding request to rezone BLK 00002, Tract 2: Abst A135-PS, Paluxy Summit, Block 1, Lot 2. Acres 1.501, 105 Paluxy Summit Blvd from R-2M (Single and Two- to Four Family Residential District; cabin & condominium configurations allowable) to R-4, multi-family Residential District.
 - i. No public comments
- c. Public hearing regarding request to rezone BLK 00003, Tract 3: Abst A135-PS, Paluxy Summit, Block 1, Lot 3. Acres 1.5, 107 Paluxy Summit Blvd from R-2M (Single and Two- to Four Family Residential District; cabin & condominium configurations allowable) to R-4, multi-family Residential District.
 - i. No public comments
- d. Public hearing was closed at 5:35pm

4. Individual Items for Consideration

- a. Discussion, consideration and possible action regarding request to rezone Lot: 00001, BLK 00001, Tract 1: Abst A135-PS, Paluxy Summit, Block 1, Lot 1. Acres 1.502, 103 Paluxy Summit Blvd from R-2M (Single and Two- to Four Family Residential District; cabin & condominium configurations allowable) to R-4, multi-family Residential District.
 - i. Reasoning for the need to move from R-2M to R-4 is based on setbacks, height restrictions and density purposes. Lots in R4 only need 1000sqft in excess of 2 dwellings

- for more dwellings where R2M needs 3000sqft. Additionally the story height in R2M is 2.5 while in R4 is 3.
- ii. Discussion was held to ensure that R4 did not allow for mobile/manufactured homes.
 - iii. After reviewing the notifications from neighbors, purpose of change, and zoning surrounding the property, the decision to proceed with recommendation was made.
 - iv. Motion made by William Green, 2nd by Greg Clanton.
 - v. Motion passed 4/0.
- b. Discussion, consideration and possible action regarding request to rezone Lot: 00002, BLK 00001, Tract 2: Abst A135-PS, Paluxy Summit, Block 1, Lot 2. Acres 1.501, 105 Paluxy Summit Blvd from R-2M (Single and Two- to Four Family Residential District; cabin & condominium configurations allowable) to R-4, multi -family Residential District.
- i. Reasoning for the need to move from R-2M to R-4 is based on setbacks, height restrictions and density purposes. Lots in R4 only need 1000sqft in excess of 2 dwellings for more dwellings where R2M needs 3000sqft. Additionally the story height in R2M is 2.5 while in R4 is 3.
 - ii. Discussion was held to ensure that R4 did not allow for mobile/manufactured homes.
 - iii. After reviewing the notifications from neighbors, purpose of change, and zoning surrounding the property, the decision to proceed with recommendation was made.
 - iv. Motion made by William Green, 2nd by Greg Clanton.
 - v. Motion passed 4/0.
- c. Discussion, consideration and possible action regarding request to rezone Lot: 00003, BLK 00001, Tract 3: Abst A135-PS, Paluxy Summit, Block 1, Lot 3. Acres 1.5, 107 Paluxy Summit Blvd from R-2M (Single and Two- to Four Family Residential District; cabin & condominium configurations allowable) to R-4, multi -family Residential District.
- i. Reasoning for the need to move from R-2M to R-4 is based on setbacks, height restrictions and density purposes. Lots in R4 only need 1000sqft in excess of 2 dwellings for more dwellings where R2M needs 3000sqft. Additionally the story height in R2M is 2.5 while in R4 is 3.
 - ii. Discussion was held to ensure that R4 did not allow for mobile/manufactured homes.
 - iii. After reviewing the notifications from neighbors, purpose of change, and zoning surrounding the property, the decision to proceed with recommendation was made.
 - iv. Motion made by William Green, 2nd by Greg Clanton.
 - v. Motion passed 4/0.
- d. Discussion, consideration and possible action to the appointment of a Planning and Zoning Commission Chairperson.
- i. Motion to nominate Pamela Streeter for Chairperson was made by Larry Cremean with a second by Greg Clanton
 - ii. No other nominations were made
 - iii. Motion was based 3/0 with Pamela Streeter abstaining.
- e. Discussion, consideration and possible action to the appointment of a Planning and Zoning Commission Vice Chairperson.
- i. Motion to nominate Joe Boles for Chairperson was made by Greg Clanton and 2nd by Larry Cremean
 - ii. No other nominations were made
 - iii. Motion was based 4/0
- f. Discussion, consideration and possible action regarding recommendation to add Cigar bar/Smoking room to the City of Glen Rose Zoning Ordinance Definitions (Sec 14.02.005) and to the schedule of uses.
- i. Discussion was held on key elements that should be included in the definition including

1. Alcohol consumption allowed at discretion of the owner following all TABC
 2. Ventilation system must exhaust all smoke separately from any non-smoking areas and cannot disturb neighboring building (commercial or residential)
 3. Must be 21 years old to enter or accompanied by a guardian
 4. May allow the purchase and consumption of tobacco products on site
 5. Will be allowed in B1, B2, B3 & I
- ii. The final definition will be written and brought to the next P&Z meeting for public hearing and final vote on recommendation to City Council
- g. Discussion, consideration, and possible action regarding recommendations for amending the City of Glen Rose Parking Provisions (sec 14.02.101) as listed in the Schedule of Uses (at the end of Appendix A).
- i. A review of the entire schedule of uses was completed. Most changes were made to sync similar types of entries with the same parking policies. Updates were made to the Industrial area to properly reference the regulations from 1994 Ordinance 14.E School parking requirements were updated to follow the most common state recommendations with the key words added as (PER DESIGN CAPACITY) which means that the school isn't working off enrollment numbers but building occupancy allowed.
 - ii. Salons, Massage Places etc were updated to add PER EMPLOYEE and PER STATION to ensure all customers and their service provider are accommodated.
 - iii. Biggest Discussion was once again on the needs for RETAIL parking requirements. Much consideration was made and the key sentiment was parking for these establishments cannot be 1 size fits all. Using key building standards – we broke apart the parking requirements as follows:
 0sqft – 4999sqft (this is due to 5000sqft and above require engineered slabs, so if felt like a good breaking point)
 5000sqft – 11,999sqft (this is due to building 12,000sqft & higher have additional fire safety requirements which again makes it a good breaking point)
 12,000sqft – 29,999sqft was decided based on Brookshires averages sizes and their current parking
 And anything over 30,000sqft.
 - iv. With the break points decided – discussion on the needs for parking were discussed at great length. Analyzing the numbers and comparing it to current businesses in town and how much parking they were using today to help determine the right balance.
 - v. 0-4999 will be 1/400 with a minimum of 1 – this means that a building that is 3702sqft (Red Barn as an example) would need 10 spaces which is about the same amount they have now. A building that is 4999 would need 13 spaces and a building that is 400 or less would need 1. The idea is based on the size of these buildings, there isn't going to be room for tons of people and they are typically going to be IN & OUT shoppers not lingering shoppers.
 - vi. 5000-11999 will be 1/375 – the translates to a 5000sqft building needing 14 spaces and 11,999 building would need 32 spaces. This roughly is similar to Glen Rose Discount Drugs at 5000 and Dollar General on Big Bend as 12000.
 - vii. 12000-29000 will be 1/325 – this means a 12000sqft building will need 37 spaces and a 29999sqft building would need 93 spaces. At a quick look – Brookshires which is approximately 28,000sqft would need 140 spaces at 1/200 but under this policy would need 87. At rough count they currently have 97.
 - viii. Anything 30,000sqft and over would be 1/200 meaning the minimum parking required at 30000 would be 150 spaces while a store that is 100,000sqft would need 500 spaces.

- ix. Additional it is important to note that parking spaces as a number are important b understanding how much space a parking space takes up plus the driving lanes are on average 300-350sqft per parking stall. So in the case of Brookshires – 97 spaces in reality means that 31,525sqft is parking lot areas of a 2.4 acre lot. Meaning (28,000 is building, 31,525 is required parking and drive lanes for the parking lot itself – not including the driving lanes to enter the lot and drive by the front of store, plus areas for truck loading and unloading and other space used for the trash, loading docks etc. 50% of the land owned by Brookshires is strictly the building and parking lot.
- x. A chart of information will be provided to city council to help visualize our parking goals.
- xi. Motion was made by Greg Clanton and 2nd by Larry Cremean to present city council with our proposal for parking requirement updates as updated through the discussion.
- xii. Motion passed 4/0.

5. With no further business before the commission the meeting was adjourned at 7:24 pm

Chairperson

Jodi Holthe,
Building & Planning Department



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	2/28/23		
AGENDA SUBJECT:	Review and discussion of Cigar bar/Smoking room to the City of Glen Rose Zoning Ordinance Definitions (Sec. 14.02.005)		
PREPARED BY:	Building/Planning/Code Enforcement Assistant Holthe	DATE SUBMITTED:	2/24/23
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY: 			
RECOMMENDED ACTION: 			

Cigar bar means an establishment used primarily for the sale of **cigars**, **cigar**-related products, and alcoholic beverages, and does not allow admittance to persons under the age of twenty-one (21) without a guardian, does not employ any persons under the age of eighteen (18) and generate at least 15% of its quarterly gross revenue from the sale of cigars and cigar-related products, have a humidor on the premises. The ventilation system shall also assure that smoke from the smoking lounge is incapable of migrating into any other portion of the building hosting the smoking lounge or into any other building in the vicinity of the smoking lounge. A cigar bar shall comply with all State laws pertaining to the sale or furnishing of tobacco products to minors.