



"A GREAT PLACE TO LIVE"

**MINUTES
PLANNING AND ZONING COMMISSION
WEDNESDAY, SEPTEMBER 16, 2020
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
REGULAR MEETING
6:30 P.M.**

CALL TO ORDER

Chairperson Larry Clark called the meeting to order at 6:49 p.m.

ROLL CALL

Larry Clark	Chairperson
Karen Isbell	Secretary
Kay Ivey	Member
Sharon Gehle	Member
Robert Martinez-Merlo	Member
And	
Jeannette Garcia	Planning and Zoning Coordinator
Art Miner	Mayor
With	
Cristy McCauley, absent with notice	

PUBLIC TESTIMONY

Members of the public are invited and encouraged to attend all public meetings of the Planning and Zoning Commission that are not closed to the public in accordance with the Texas Open Meetings Act. It is the desire of the Planning and Zoning Commission that citizens actively participate in the City's governance system and processes. Public input to the Planning and Zoning Commission is encouraged during the Public Testimony, Public Hearings, or Action Item sections of a meeting agenda. Individuals desiring to speak during Public Testimony shall be called upon to speak only after completing a Request to Speak form provided. The Request to Speak form for Public Testimony shall be submitted to the administrative staff prior to speaking. Individuals desiring to speak on an agenda item or during a public hearing shall submit the Request to Speak form prior to the introduction of that respective item by the Chair. Once the form is received by administrative staff, the individual shall be recognized and called upon by the Chair prior to speaking. Any public testimony must occur prior to formal action being taken by the Commission. The Chair shall have the power to suspend citizen comments at any time during the meeting to preserve the order and efficiency of the meeting. Reasonable time limitations may be placed on public testimony by the presiding officer in order to conduct an efficient and effective public meeting.

No online or in person request were received.

APPROVAL OF MINUTES

1. Consideration of August 19, 2020 Regular Meeting of the Watauga Planning and Zoning Commission Meeting Minutes.

Secretary Karen Isbell made a motion to approve the minutes of the regular meeting of August 19, 2020. Member Kay Ivey seconded the motion with all members present voting ayes.

AYES: Ivey, Isbell, Martinez-Merlo, Gehle
NAYS: None
ABSENT: McCauley
ABSTAIN: Clark

NEW BUSINESS

1. Discussion and action on selection of Chairperson, Vice-Chairperson and Secretary.

Secretary Karen Isbell made the motion to select Larry Clark as Chairperson. Member Robert Martinez-Merlo seconded the motion with all present voting ayes.

Member Kay Ivey made motion to select Cristy McCauley as Vice-Chairperson. Member Sharon Gehle seconded the motion with all present voting ayes.

Member Kay Ivey made motion to select Karen Isbell as Secretary. Sharon Gehle seconded the motion with all present voting ayes.

AYES: Ivey, Isbell, Martinez-Merlo, Gehle
NAYS: None
ABSENT: McCauley
ABSTAIN: Clark

2. Discussion of the Planning & Zoning Commission Rules of Procedure.

Chairperson Larry Clark introduced the Rules of Procedures red-lined packet with members to allow discussion.

Brought forth for future discussion is the Commission meeting date and time. Staff advised discussions will take place with the City Secretary's Office and City Manager to determine if alternate days and times are available for Commission meetings.

Chairperson Clark questioned the necessity for Execute Session in Order of Business for the Planning & Zoning Commission meeting. Mayor Miner responded that this will allow for matters to be discussed prior to disclosing to the

public. These items will be noted on the agenda as such when topics are to be discussed.

Member Martinez-Merlo questioned how often the Commission will be able to make amendments to the Rules and Procedures. Staff advised Section 2. Authority notes the Procedure Manuel shall be reviewed by the Commission every two years. Members Martinez-Merlo and Ivey asked how packets will be delivered – digital or paper copy. Staff advised the electronic version is always available to the public but if a paper packet is needed, staff can be called upon and a paper packet can be made available.

ADJOURNMENT

With there being no further business to discuss, Chairperson Larry Clark adjourned the meeting at 7:11 p.m.

APPROVED: this the 1st day of October, 2020.

SIGNED: this the 1st day of October, 2020

APPROVED: Larry Clark /s/
Larry Clark, Chairperson

ATTEST: Karen Isbell /s/
Karen Isbell, Secretary

NOTE: Original Audio Recording of this meeting is preserved and maintained by the City Secretary's Office.