



**AGENDA
CITY OF WINDCREST, TEXAS
PLANNING AND ZONING COMMISSION MEETING**

July 02, 2014

6:00 P.M.

NOTICE IS HEREBY GIVEN THAT A MEETING OF THE WINDCREST PLANNING AND ZONING COMMISSION WILL BE HELD AT WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS ON THE 2ND DAY OF JULY 2014 STARTING AT 6:00 P.M. DURING THE MEETING THE FOLLOWING SUBJECTS WILL BE CONSIDERED AND THE COMMISSION MAY TAKE ACTION ON ANY OF THE LISTED SUBJECTS.

THE PLANNING AND ZONING COMMISSION RESERVES THE OPTION TO RECESS THE MEETING DURING THE EVENING OF JULY 2, 2014 AND TO RECONVENE THE MEETING ON THE FOLLOWING DAY, JULY 3, 2014 AT 9:00 A.M. AT THE WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS.

IT IS ANTICIPATED THAT MEMBERS OF OTHER CITY COUNCIL, BOARDS, COMMISSIONS AND COMMITTEES MAY ATTEND THE MEETING IN NUMBERS THAT MAY CONSTITUTE A QUORUM OF SUCH OTHER CITY COUNCIL, BOARDS, COMMISSIONS AND COMMITTEES, SO THAT NOTICE IS HEREBY GIVEN THAT THE MEETING IS ALSO A MEETING OF THE OTHER CITY COUNCIL, BOARDS, COMMISSIONS AND COMMITTEES WHOSE MEMBERS ARE IN ATTENDANCE. THE MEMBERS OF THE OTHER CITY COUNCIL, BOARDS, COMMISSIONS AND COMMITTEES MAY PARTICIPATE IN DISCUSSIONS WHICH OCCUR AT THE MEETING, BUT NO ACTION WILL BE TAKEN BY THE OTHER COUNCIL, BOARDS, COMMISSIONS AND COMMITTEES WHOSE MEMBERS ARE IN ATTENDANCE.

Ordinance No. 618 (09/20/10), Repealing Ordinance No. 593

At all City Council, City Commission or City Board meetings, the agenda shall include a "citizens to be heard" item. It is suggested that Citizens wishing to speak during this item sign in on the sign up roster prior to the meeting. During "citizens to be heard" comments, each individual may speak on an agenda item or any other matter affecting the city. In addition to the "citizens to be heard" portion of meetings, a person may make comments on agenda items prior to the vote on the agenda item. A member of the public will have a total of six (6) minutes to be heard during a City Council, City Commission or City Board Meeting. This does not include any responses from the body. The six (6) minutes time limit authorized herein may not be transferred to another speaker in whole or in part. The presiding Officer or his/her designee will assign a Time Keeper to each meeting. The Time Keeper will maintain strict compliance of the six (6) minute rule, stopping speakers who exceed the allotted time. As authorized by Section 551.042 of the Texas Government Code, the Presiding Officer may direct a City Official to make: a statement of specific factual information in response to an inquiry made by a member of the public or of the City Council, or; a recitation of existing

policy in response to an inquiry made by a member of the public or the City Council. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting. Any question posed by a Citizen, Council Member, Board Member or Commission Member for which an answer is not available at a meeting shall be answered by a member of the staff or Presiding Officer at the next regular meeting of the Body, if an answer is reasonably available and prudent. If the information is sensitive, staff will seek advice from the City Attorney.

REQUEST ALL PAGERS AND CELL PHONES BE TURNED OFF, EXCEPT EMERGENCY ON-CALL PERSONNEL. CITIZENS ARE ASKED TO REFRAIN FROM TALKING DURING COUNCIL PROCEEDINGS.

Meeting Chair: please remind each participant in your meeting that they must speak into a microphone; the recording is the Official Minutes of your meeting and all who speak must be recorded. All guest speakers and citizens to be heard must speak from podium. Please interrupt speakers during meeting if you recognize that they are not speaking into microphone and have them do so.

I. Call to Order

II. Presentation

1. The Planning & Zoning will receive a presentation by the Master Plan Review Committee of proposed Windcrest Master Plan elements.

III. Discuss and Act

1. The Planning & Zoning will review, discuss and may take action on the proposed Windcrest Master Plan elements.

IV. General Announcements & Future Agenda Items Requested

Per Ordinance No. 618, repealing Ordinance No. 593; Section 9: Every agenda shall include an item entry granting a member the opportunity to propose an item for consideration of future agendas for Regular or Special Meetings. Any member may request the inclusion of such items at any meeting.

IV. Adjournment

The Planning and Zoning Commission reserves the right to retire into executive session whenever it is considered necessary and legally justified under the Texas Government Code, Subchapter D, Sections 551.071 et. seq. including, but not limited to, consultation with attorney, real property, prospective gifts, personnel matters, exclusion of witness, security devices, and economic development matters.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Planning and Zoning Commission of the City of Windcrest is a true and correct copy of said Notice and was posted on the bulletin board at City Hall of said City in a convenient place to the public and said Notice was posted more than seventy-two hours prior to the meeting on July 2, 2014.

By: , City Secretary

In compliance with the Americans With Disabilities Act, the City of Windcrest Council Chambers are wheelchair accessible, and accessible parking spaces are available. The City of Windcrest will provide for reasonable accommodations for persons attending Planning & Zoning Commission meetings. To better serve you, requests should be received 48 hours prior to the meetings. Please contact Kelly Rodriguez, City Secretary, at 210-655-0022 ext. 2150 or Fax 210-655-8776.

I certify that the attached notice and agenda of items to be considered by the Planning and Zoning Commission was removed by me from the City Hall bulletin board on the ____ July, 2014.

____ Title: _____

Master Plan Committee

2014-707(O)

01/06/2014

Pam Dodson
City Council

Tinee Riggs
Resident

Col. Sue Alexander
WEDC

Betty Riggs
Resident

Leonard Neeper
WEDC

Bob Dovalina
Resident

Rebekah Gergen
WEDC

Ruth Fritz
Resident

Jan Leaders
P&R Commission

Henry Berman
P&Z Commission / Resident

Marilee Seal
Resident

Steven Kohn
P&R Commission / Winnbrook Estates HOA

Rick Kendrick
Resident

David E. Marquez, Executive Director
Bexar County Economic Development
Department

Kim Wright
Resident

Jaime Waltman
Rackspace

Lovetta Cummings
Resident

Jonathan Bean, P.E.
TX Dept. of Transportation

David Diaz
Resident

Tom Long
SA Economic Development

Rick Cockerham
Resident

Walter G. Busby
Central Texas Realty & Development

Ann Marie Arnicar
Resident



July 2, 2014

SUBJECT: Master Plan Review Committee Presentation

1. BACKGROUND/HISTORY

On June 20, 2013 the Planning and Zoning Commission met to discuss the Comprehensive Planning Process and develop a work program for completion. During that Workshop, the Commissioners heard about the various types of Master Plans adopted by communities. They discussed the need for simplicity in approach and the flexibility in having the Master Plan grow with the City and its goals. They decided to use the Master Plan concept as its model.

On November 18, 2013 the draft was forwarded to the City Council for consideration with the recommendation that a citizen's committee be formed to review and amend the draft.

The Master Plan Review Committee was established and was chaired by Mayor Pro-Tem Pamela Dodson. (Attachment 1 is a listing of the Committee membership)

The MPRC held several community meetings in April, 2014 and gathered the input to meet during the months of May and June to look at the proposed Planning and Zoning Commission draft. The MPRC has concluded its assignment from the City Council and is now prepared to present its findings to the Commission as directed for the Commission's required tasks. (See Attachment 2)

2. FINDINGS/CURRENT ACTIVITY

The Draft Master Plan outlines the scope of the community Vision with goals, objectives, and policy statements. Attachment 1 is provided for consideration as the proposal made by the MPRC. The Draft presented is based on input by the community made in workshops in April and the committee's work the following two months.

The contents of Master Plan are as follows:

- 1) **Vision**—how do we see Windcrest in the future?

- 2) **Guiding Principles**—our values and philosophy for insuring that the City grows in the manner agreed upon by the community through their participation.
- 3) The Master Plan provides for three major **Goals** agreed upon by the Commission-- Growth Management, Economic Development and Community Identity.
- 4) Each Goal in turn has a series of **Policies** that must be implemented for achieving that Goal.
- 5) Along with the Policies, a detailed **Action Plan/Task** statement for implementation will be considered and prepared by the Commission.

These will be the guiding tenets for staff as approved by the City Council and budgeted for future work programs as the General Plan is carried out over time.

3. FINAL IMPACT

The Commission will review the MPRC proposal and prepare the Action Plan components. They will hold public meetings to gain input and then hold a public hearing before forwarding it to City Council for community review and approval.

ACTION/RECOMMENDATION

- 1) The Committee will report its findings to the Commission.
- 2) The Commission will prepare draft action statements for the policies outlined in each Goal/.
- 3) The Commission will hold public hearings on the final draft as presented by the MRC.
- 4) At such time it will then be forwarded to City Council for adoption after community meetings and Public hearings are held to insure all opportunities for input.

ATTACHMENT 2

WINDCREST

Master Plan Review Committee

Final Presentation

VISION

The Proud City of Windcrest promotes a high quality of life, balancing neighborhood stability, economic opportunity and responsible growth.

GUIDING PRINCIPLES

- *Preserve, protect and enhance the integrity of Windcrest's neighborhoods.**
- *Promote economic diversity.**
- *Continue to provide an environment for positive community input and collaboration in developing the direction of the City of Windcrest.**

GOALS AND POLICIES

COMMUNITY IDENTITY: Plan, locate develop and maintain infrastructure, utilities and facilities to aid and provide a viable environment for community activity.

Policy 1-Provide city facilities to ensure effective and timely service supporting all efforts on behalf of the community.

Policy 2-Provide and encourage transportation options that emphasize convenience, safety, environmental quality and efficiency.

Policy 3-Promote safe, attractive, well-maintained neighborhoods for all residents.

Policy 4-Promote excellence in education for our community.

Policy 5-Promote an ongoing review and improvement of infrastructure and utilities.

ECONOMIC DEVELOPMENT: Promote business and government relationships that addresses the need of businesses to operate in a positive and mutually beneficial environment. (ie. Surrounding communities, the county and the State of Texas)

Policy 1-Recognize and support the efforts of the Windcrest Economic Development Corporation.

Policy2-Encoiurage economic diversity compatible with the Windcrest VISION.

Policy3-Create an environment of entrepreneurship, productivity and innovation in Windcrest that promotes business start-up and growth.

Policy 4-Take advantage of the proximity of Windcrest to existing and future economic generators as magnets for growth.

Policy 5-Support business retention and expansion within the City of Windcrest.

GROWTH MANAGEMENT: Utilize City resources and authority to manage growth and development.

Policy 1-Conduct a review of city codes, ordinances and the Master Plan and revise all outdated, conflicting or ineffective requirements and definitions.

Policy 2-Develop a process a responding to future change.

Policy 3- Conduct an annual review of 5 year Capital Improvement Plan to set priorities for project implementation.

Policy 4-Maximize the benefit and impact from development located outside and adjacent to Windcrest.