

**MINUTES**  
**PLANNING AND ZONING COMMISSION MEETING**  
**September 4, 2025**

**CALL TO ORDER – Roll Call and Determination of a Quorum**

The Planning & Zoning Commission met on the above date. Vice Chair Lozano called the meeting to order at 4:01 PM.

Commissioners Present:				
X	Chair Russell Wright			Alternate Larkin Crutcher
X	Vice Chair Joe Lozano			Alternate Jasmat Sutaria
X	Commissioner & Secretary Wei Wei Jeang		X	Alternate Rajiv Gaind
X	Commissioner Lucy Estabrook			
X	Commissioner Lynnette Ammar			
Staff/Others Present:				
X	Public Works Dir. Gary Machado		X	Liliana Jimenez, Public Works Admin.
X	City Secretary Patti Scott Grey			

**APPOINTMENT OF ALTERNATE(S)**

Commissioner Gaind was appointed.

**PLEDGE OF ALLEGIANCE**

The pledges were recited.

**PUBLIC COMMENTS** The Commission invites any person with business before the Commission to speak to the Commission. No formal action may be taken on these items at this meeting. Please keep comments to 3 minutes.

No public comments were presented.

## INDIVIDUAL CONSIDERATION ITEMS

1. CONSIDERATION AND/OR ANY APPROPRIATE ACTION REGARDING APPROVAL OF THE MEETING MINUTES FOR AUGUST 7, 2025.

MOTION: Commissioner Estabrook moved to approve the minutes. Commissioner Ammar seconded the motion. The motion carried 5-0.

2. DISCUSS AND CONSIDER CITY COUNCIL'S REFERRAL OF THE SPECIAL ACTIVITIES DISTRICT ORDINANCE TO THE PLANNING AND ZONING (P&Z) COMMISSION FOR REVIEW AND RECOMMENDATIONS FOR UPDATE/REVISION. [2025 0401 CC Review Referral, 2025 0724 P&Z 1<sup>st</sup> Review, and 2025 0807 P&Z 2nd Review]

The Commissioners expressed a preference for using the City's existing Special Use Permit process to approve/disapprove exceptions to the Special Activities District ordinance instead of amending it. Director Machado has not had the opportunity to consult City Attorney Catherine Clifton whether the use of the City's existing Special Use Permit process is legally permissible to handle the reduced Southfork Ranch acreage and future lots that may fall into this category. Because the Commissioners would like input from the City Attorney Catherine Clifton, discussions on this item is postponed to a future meeting.

3. DISCUSS AND CONSIDER CITY COUNCIL'S REFERRAL OF CHAPTER 153 REGARDING SIGNS TO THE PLANNING AND ZONING COMMISSION FOR REVIEW AND RECOMMENDATION. [2025 0617 CC Review Referral, 2025 0724 P&Z 1st Review, and 2025 0807 P&Z 2nd Review]

The Commissioners considered draft lighted sign ordinances proposed by Commissioner Gaind and decided that the City's existing signage zoning variance process can be utilized to handle approval/disapproval of electronic signage. The Commissioners further considered the amendments proposed by Vice Chair Lozano, which includes moving definitions of defined terms to the Definitions section at §153.03. The only substantive change proposed by Vice Chair Lozano is a limitation on the number of signs at the polling place during the voting period (§153.05(C)(5)(b)(1)(g)). The reworked language is as follows:

g. No more than three signs per candidate or ballot measure may be placed on city owned or controlled public property during the Voting Period, as defined by Texas Election Code §61.003.

The Commissioners expressed a desire for Director Machado to get input from the City Attorney as to the legality of placing such size and number limitations on polling place signage.

Chair Lozano adjourned the meeting at 5:05 PM.

Minutes Approved on 8th day of January, 2026.

  
Chair Russell Wright

Attest and Prepared by:

  
Commissioner & Secretary Wei Wei Jeang