




**May 8<sup>th</sup>, 2025 at 7:00pm**  
**Planning and Zoning Commission Meeting Minutes**

1. **Call to Order:** Chair Renee Sutherland called the meeting to order at 7:03pm.
  - A. Roll Call and Certification of a Quorum
    - **Present:** Chair Renee Sutherland, Vice-Chair Brandon Reyes, and Commission Member Joe Clark. **Absent:** Commission Members Dave Peterson and Bill Sims. Quorum Established.
  - B. U.S. & Texas Pledges of Allegiance – Led by Chair Renee Sutherland
  - C. Invocation – Led by Vice-Chair Brandon Reyes
2. **Consent Agenda:** Brandon Reyes motioned to accept the minutes. Joe Clark seconded. All in Favor. Motion Passed.
  - A. Minutes from March 13th, 2025 P&Z Commission Meetings
3. **Citizen Communication:** None.
4. **Action Items:** *The Commission will discuss, consider, and take any action deemed necessary on items listed in this section.*
  - A. Lexi Pena, 14914 Goliad Dr., building permit application review for new 1,493 sq. ft. manufactured home – Lexi Pena was present. The Commission reviewed and discussed the application. It was noted that the site plan did not include measurements from the structure to the lot lines, or driveway measurements. Brandon Reyes made a motion, contingent that we [the City] get those measurements sent in as soon as possible, by next week, make a motion we pass. Joe Clark seconded. All in Favor. Motion Passed.
  - B. Review draft of proposed zoning map – The Commission reviewed the changes to the proposed zoning map. No action.
  - C. Discuss/brainstorm updates to Ordinance 31 Zoning and Building Standards – The Commission reviewed proposed changes to the ordinance. Brandon Reyes stepped out of the meeting at 8:07pm and returned at 8:09pm. No action.
5. **Adjournment** – Chair Sutherland adjourned the meeting at 8:44pm.

  
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Leana Thorp, City Secretary

  
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Renee Sutherland, P&Z Chair

Approved by Commission on: June 12<sup>th</sup>, 2025

Posted on: 4/23/2025