

**MINUTES OF THE MEETING OF THE JERSEY VILLAGE  
PLANNING AND ZONING COMMISSION**

July 18, 2022 – 6:00 p.m.

THE PLANNING AND ZONING COMMISSION OF THE CITY OF JERSEY VILLAGE, TEXAS, CONVENEED ON JULY 18, 2022 AT 6:00 P.M. IN THE CIVIC CENTER, 16327 LAKEVIEW DRIVE, JERSEY VILLAGE, TEXAS.

**A. The meeting was called to order in at 6:31 p.m. and the roll of appointed officers was taken. Commissioners present were:**

Eric Henao, Vice Chairman	Debra Mergel, Commissioner
Courtney Standlee, Commissioner	Ty Camp, Commissioner
Ashley Brown, Commissioner	

Chairman, Rick Faircloth and Commissioner Charles A. Butler, III, Commissioner were not present at this meeting.

The following members of the City of Jersey Village City Council were present:

Mayor, Bobby Warren	City Manager, Austin Bleess
Council Member, Drew Wasson	City Secretary, Lorri Coody
Council Member, Sheri Sheppard	City Attorney, Justin Pruitt
Council Member, Michelle Mitcham	
Council Member, James Singleton	
Council Member, Jennifer McCrea	

Staff in attendance: Robert Basford, Assistant City Manager; Mark Bitz, Fire Chief; Kirk Riggs, Chief of Police; Isabel Kato, Finance Director; Maribel S. Frank, Accounting Manager; Laura Capps, Human Resources Manager; Abram Syphrett, Director of Innovation and Technology; and Maria Thorne, Administrative Assistant.

**B. Conduct a Joint Public Hearing with the Jersey Village City Council for the purpose of receiving oral comments from any interested person(s) concerning the proposal to amend the Jersey Village Code of Ordinances at Chapter 14, Article I, Section 14-5 by adding definitions for certain uses; and by amending Chapter 14, Article IV, Section 14-109.1(a) to include additional uses in Zone J-1.**

Mayor Warren called the item and Vice Chairman Eric Henao announced a quorum for the Planning and Zoning Commission. Mayor Warren opened the Joint Public Hearing at 6:38 p.m., for the purpose of receiving oral comments from any interested person(s) concerning the proposal to amend the Jersey Village Code of Ordinances at Chapter 14, Article I, Section 14-5 by adding definitions for certain uses; and by amending Chapter 14, Article IV, Section 14-109.1(a) to include additional uses in Zone J-1. Mayor Warren called for public comments.

With no one else signing up to speak at the hearing, Mayor Warren and Vice Chairman Henao closed the joint public hearing at 6:39 p.m. and the Planning and Zoning Commission retired from the City Council meeting at 6:39 p.m. to conduct its posted meeting agenda and prepare final reports in connection with this joint public hearing.

*In closing the public hearing, the Planning and Zoning Commission left the Council Chamber and Vice Chairman Henao reconvened the Planning and Zoning Commission Meeting at 6:42 p.m. in the Civic Center Meeting Room. He returned to the regular order of items on the agenda and called the next item as follows:*

**C. CITIZENS' COMMENTS - Any person who desires to address the Planning and Zoning Commission regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and Commissioners are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments to the Planning and Zoning Commission.**

There were no comments.

**D. Discuss and take appropriate action regarding the preparation and presentation of Final Report to City Council concerning the proposal to amend the Jersey Village Code of Ordinances at Chapter 14, Article I, Section 14-5 by adding definitions for certain uses; and by amending Chapter 14, Article IV, Section 14-109.1(a) to include additional uses in Zone J-1.**

Building Official Representative, Evan Duvall, introduced the item, stating the Joint public hearing was conducted on July 18, 2022 for the purpose of receiving oral comments from any interested person(s) concerning the proposal to amend the Jersey Village Code of Ordinances at Chapter 14, Article I, Section 14-5 by adding definitions for certain uses; and by amending Chapter 14, Article IV, Section 14-109.1(a) to include additional uses in Zone J-1. Now, consideration must be given to: (1) the directives of Council; (2) the discussions had concerning this issue at prior P&Z meetings; and (3) the comments made by the public during the public hearing. After due consideration, the Commission must prepare and vote on the Final Report concerning this amendment.

The Commission engaged in discussion regarding the directives of Council, previous discussions of the referenced issue, and comments made by the public during the public hearing.

With no further discussion on the matter, Commissioner Camp moved to approve the final report recommending amendments to the Jersey Village Code of Ordinances at Chapter 14, Article I, Section 14-5 by adding definitions for certain uses; and by amending Chapter 14, Article IV, Section 14-109.1(a) to include additional uses in Zone J-1. Commissioner Brown seconded the motion. The vote follows:

Ayes: Commissioners Standlee, Mergel, Camp, and Brown  
Vice Chairman Henao

Nays: None

The motion carried.

*A copy of the Commission's Final Report is attached to and made a part of these minutes as Exhibit "A."*

**E. Adjourn**

There being no further business on the Agenda the meeting was adjourned at 6:56 p.m.

\_\_\_\_\_  
Lorri Coody, City Secretary



# **EXHIBIT A**

## **Planning and Zoning Commission Minutes**

**July 18, 2022**

**Final Report**

**DISTRICT J1 - DEFINITIONS & USES**



**CITY OF JERSEY VILLAGE – PLANNING & ZONING COMMISSION  
FINAL REPORT  
DISTRICT J1 – DEFINITIONS AND ADDITIONAL USES**

The Planning and Zoning Commission has met on June 15, 2022, and in its preliminary report recommended that City Council amend the Jersey Village Code of Ordinances at Chapter 14, Article I, Section 14-5 by adding definitions for certain uses; and by amending Chapter 14, Article IV, Section 14-109.1(a) to include additional uses in Zone J-1.

The preliminary report was submitted to the Jersey Village City Council at its June 20, 2022, meeting. The report was received, and the City Council ordered a Joint Public Hearing for July 18, 2022.

On July 18, 2022, the City Council and the Jersey Village Planning and Zoning Commission conducted a joint public hearing, which gave the public an opportunity to make comments concerning the proposed amendment.

The Planning and Zoning Commission after duly considering all the information before it including that gathered at the Joint Public Hearing with City Council on July 18, 2022, recommends that City Council amend the Jersey Village Code of Ordinances at Chapter 14, Article I, Section 14-5 by adding definitions for certain uses; and by amending Chapter 14, Article IV, Section 14-109.1(a) to include additional uses in Zone J-1.

The necessary amendments to the City’s zoning ordinance to effect this recommendation are more specifically detailed in the attached proposed ordinance marked as Exhibit “A.”

Respectfully submitted, this 18th day of July 2022.

s/Eric Henao, Vice Chairman

**ATTEST:**

s/Lorri Coody, City Secretary



# Exhibit A

## Proposed Ordinance

**ORDINANCE NO. 2022-xx**

**AN ORDINANCE AMENDING CHAPTER 14 OF THE CODE OF ORDINANCES OF THE CITY OF JERSEY VILLAGE, TEXAS, BY AMENDING CHAPTER 14 “BUILDING AND DEVELOPMENT”, ARTICLE I “GENERAL”, SECTION 14-5 “DEFINITIONS” BY ADDING DEFINITIONS FOR CERTAIN USES; BY AMENDING CHAPTER 14, ARTICLE IV, DIVISION 2, SECTION 14-109.1(a) TO INCLUDE ADDITIONAL USES IN ZONE J-1; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR REPEAL; PROVIDING A PENALTY AS PROVIDED BY SECTION 1-8 OF THE CODE; AND, PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Jersey Village, Texas, determines it in the best interest of the health, safety, and welfare of the citizens of the City to amend the Zoning Ordinance; and

**WHEREAS**, the Planning & Zoning Commission has issued its report and has recommended amendments to Chapter 14, Article I, Section 14-5 Definitions and Chapter 14, Article IV, Section 14-109.1(a) concerning Use Regulations in Zone J-1; and

**WHEREAS**, the Planning & Zoning Commission and City Council have conducted, in the time and manner required by law, a joint public hearing on such amendments; and

**WHEREAS**, the City Council of the City of Jersey Village now deems that such requested amendments to the zoning ordinance are in accordance with the comprehensive plan and are appropriate to grant; **NOW THEREFORE**,

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS THAT:**

**Section 1.** The facts and matter set forth in the preamble of this Ordinance are hereby found to be true and correct.

**Section 2.** Chapter 14, Article I, Section 14-5 “Definitions” of the Code of Ordinances, City of Jersey Village, Texas is hereby amended to read as follows (with added language being shown as underlined in bold and deleted language being shown as struck through, and with such amended language to be included in the appropriate alphabetical order within the existing portion of Section 14-5):

**“Cannabidiol Shop (CBD Shop). A business establishment for which more than fifteen percent (15%) of sales are derived from the retail sale of products related to or derived from CBD oil (cannabidiol) or hemp. This includes, but is not limited to, oils, vitamins, supplements, food, personal care, and garments.”**

**Section 3.** Chapter 14, “Building and Development,” Article IV. *Zoning Districts*, Division 2, Section 14-109.1(a) of the Code of Ordinances of the City of Jersey Village, Texas, is hereby amended by adding the language underlined and deleting the language struck through to read and provide as follows:

**“Chapter 14 – BUILDING AND DEVELOPMENT**

....

**Sec. 14-109.1(a). Regulations for district J-1 (fourth business district).**

....

“(a) Use regulations. No building or land shall be used and no building shall be erected, moved, or altered in district J-1 except for one or more of the following uses:

(1) All uses permitted in district J; **and**

(2) Pawnshops; **and**

**(3) CBD Shop”**

**Section 4.** Any person who shall willfully, intentionally, or with criminal negligence violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction shall be fined in accordance with Section 1-8 of the City Code. Each day of violation shall constitute a separate offense.

**Section 5.** In the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_ day of \_\_\_\_\_, 2022.

**ATTEST:**

\_\_\_\_\_  
Bobby Warren, Mayor

\_\_\_\_\_  
Lorri Coody, City Secretary