



**City of Saginaw**  
Planning and Zoning Commission  
Meeting Agenda

---

Tuesday, February 13, 2024, 6:00 PM  
Council Chamber  
333 West McLeroy Boulevard  
Saginaw, Texas 76179

---

**1: Call to Order**

- 1A. Roll Call to Establish Quorum
- 1B. Audience Participation
- 1C. Approval of Minutes  
Minutes for December 12, 2023

---

**2: Public Hearings**

- 2A. PUBLIC HEARING-- Consideration and Action Regarding a Request for a Change in Zoning from Office Professional (OP) to Neighborhood Mixed-Use (NMU) on the approximate 9.9 acres out of the Walker, Josiah Survey, Abstract 1602 Tract 3A1F & A1798 TRS 1E1 & 1E2 more commonly known as 1051 Grand Central Parkway (Per TAD). 1051 Grand Central Parkway: Rezoning request from OP to NMU

---

**3: Business**

- 3A. WORKSHOP-- Planning and Zoning Commission Training

---

**4: Staff Report**

- 4A. January 2024 Staff Report

---

**5: Executive Session**

---

**6: Adjournment**

- 6A. Adjournment

*Date Posted: February 8, 2024*

## **PLANNING AND ZONING COMMISSION**

David Kraus	Place No. 1	Term Expires July 1, 2025
William Barngrover	Place No. 2	Term Expires July 1, 2024
Philip Allen	Place No. 3	Term Expires July 1, 2025
Lainey Wood	Place No. 4	Term Expires July 1, 2024
Jason LaBruyere	Place No. 5	Term Expires July 1, 2025
Benjamin Guttery	1st Alternate	Term Expires July 1, 2025
Malinda Julien	2nd Alternate	Term Expires July 1, 2024

## **AUDIENCE PARTICIPATION**

Anyone in the audience who would like to speak on an agenda item and is not listed as a representative for that item; please proceed by filling out an audience participation form to speak on that item. Audience participation forms are located at the front entrance of the chambers. Please turn in your filled out form to the Planning Manager whom will pass it on to the Chairman. The Chairman will call on you at the appropriate time.



## City of Saginaw

### Planning & Zoning Commission Memorandum

---

Prepared By: Susy Victor

#### Approval of Minutes

Minutes for December 12, 2023

Meeting	Agenda Group	
Tuesday, February 13, 2024, 6:00 PM	Call to Order	Item: 1C
Reference File		

#### **BACKGROUND/DISCUSSION:**

Consideration of approval of the minutes for December 12, 2023.

#### **FINANCIAL IMPACT:**

N/A

#### **RECOMMENDATION:**

Staff recommends approval.

---

#### **Attachments**

PZ Minutes 12.12.23.pdf



**MINUTES OF A REGULAR MEETING AND PUBLIC HEARING  
OF THE CITY OF SAGINAW  
PLANNING AND ZONING COMMISSION  
HELD AT THE CITY OF SAGINAW CITY HALL  
333 WEST MCCLEROY BOULEVARD  
December 12, 2023**

**Present at the Meeting:**

Member	Place No. 1	David Kraus
Member	Place No. 3	Phillip Allen
Vice-Chairman	Place No. 5	Jason LaBruyere
Alternate Member	Alt. No. 1	Benjamin Guttery
City Attorney		Rachel Raggio
Planning Manager		Susy Victor-Trevino
Planning Technician		Maria Hernandez

**Absent from the Meeting:**

Chairman	Place No. 2	William Barngrover
Member	Place No. 4	Lainey Wood
Alternate Member	Alt. No. 2	Malinda Julien

**Visitors at the Meeting:**

Bessie Bronstein

**(1) Call to Order**

Vice-Chairman LaBruyere called the meeting to order at 6:04 P.M.

**(2) Roll Call to Establish Quorum**

Vice-Chairman LaBruyere called roll. The quorum will consist of Vice-Chairman LaBruyere, Members Kraus and Allen, and Alternate Member Guttery.

**(3) Audience Participation**

Audience participation was bypassed.

**(4) Approval of Minutes**

The minutes of a regular meeting on September 12, 2023 were presented for approval. A motion was made by Member Allen with a second by Member Kraus to approve the minutes for September 12, 2023. Motion carried unanimously.

For: Vice Chairman LaBruyere, Members Allen and Kraus, and Alternate Member Guttery

Against: None

Absent: Chairman Barngrover, Member Wood, and Alternate Member Julien

**(5) PZ 1223-01 PUBLIC HEARING**

**Consideration and Action Regarding Approval to Consider an Ordinance Amending the Zoning Ordinance of the City of Saginaw Texas, Regarding a Change to the Development Plan for the Square Planned Development (the Shoppes) on the approximate 4.9 acres out of the Benjamin Thomas Survey, Abstract 14971, Tract 3B03A (Per TAD).**

Vice-Chairman LaBruyere opened the public hearing at 6:07 p.m.

Susy Victor-Trevino, Planning Manager, briefed the Commission on the background of the item. She explained that the current development plan displays two separate buildings with parking surrounding the structures. The proposed development plan changes the plan to include one large building with surrounded parking, all fronting Saginaw Boulevard. The Planning and Zoning Commission had questions concerning the proposed view from Saginaw

Boulevard. Alternate Member Guttery shared his opposition of the building potentially blocking other surrounding structures and deterring possible business ventures. The City Attorney, Rachel Raggio, reminded the Commission that they could only take into account the current property as is without surrounding properties. The City Attorney and Planning Manager then proceeded to answer the Commission's remaining questions.

Vice-Chairman LaBruyere closed the public hearing at 6:15 p.m.

A motion was made by a motion was made by Member Allen with a second by Member Kraus to approve an ordinance amending the Subdivision Ordinance of the City of Saginaw, Texas, regarding the administrative approval of all plats. Motion carried.

For: Vice Chairman LaBruyere, Members Allen and Kraus

Against: Alternate Member Guttery

Absent: Chairman Barngrover, Member Wood, and Alternate Member Julien

**(6) Staff Report**

**A. Discussion of active and complete projects.**

Planning Manager Victor-Trevino reviewed current projects under construction in the City.

**(7) EXECUTIVE SESSION**

1 § 551.071. Consultation with Attorney. The Planning and Zoning Commission may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the Planning and Zoning Commission seeks the advice of its attorney about pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the provisions of Chapter 551, including the following items:

**a. Any Posted Item**

No executive session was held.

**(8) Adjournment**

Motion was made by Alternate Member Guttery with a second by Member Allen to adjourn the meeting. Motion carried.

For: Vice Chairman LaBruyere, Members Allen and Kraus, and Alternate Member Guttery

Against: None

Absent: Chairman Barngrover, Member Wood, and Alternate Member Julien

Vice-Chairman LaBruyere declared the meeting of December 12, 2023 closed at 6:27 p.m.

APPROVED:

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Susy Victor-Trevino,  
Planning Manager/Recording Secretary



**PUBLIC HEARING-- Consideration and Action Regarding a Request for a Change in Zoning from Office Professional (OP) to Neighborhood Mixed-Use (NMU) on the approximate 9.9 acres out of the Walker, Josiah Survey, Abstract 1602 Tract 3A1F & A1798 TRS 1E1 & 1E2 more commonly known as 1051 Grand Central Parkway (Per TAD).**

1051 Grand Central Parkway: Rezoning request from OP to NMU

Meeting	Agenda Group	
Tuesday, February 13, 2024, 6:00 PM	Public Hearings	Item: 2A
Reference File		

**BACKGROUND/DISCUSSION:**

In 2021, the City of Saginaw began to update their 2016 Comprehensive Plan, hosting of an array of community events, town forums, website engagement, etc. Information regarding the process can be found on Plan Saginaw. During this time, the community and staff had the opportunity to construct a new vision regarding the following: plan context, fiscal and economic vitality, land use and design, mobility and connectivity, utilities and infrastructure, city services and facilities (including parks and recreation), and implementation and monitoring.

On March 1, 2022, the City Council of Saginaw officially adopted the 2022 Comprehensive Plan and began its implementation shortly after. The first steps of the Comprehensive Plan's implementation process began with the rezoning of undeveloped parcels. The first land use classification adopted was Neighborhood Mixed Use (NMU), which was separated into two separate batches.

On August 09, 2022, the Planning and Zoning Commission made a recommendation to Council to approve the zoning ordinance amendment to create the New Neighborhood Mixed-Use (NMU) Zoning District. On August 16, 2022, the City Council voted unanimously to table this item and approved the item on September 06, 2022.

On November 08, 2022 the NMU rezoning of ten parcels ("Batch 1") went to the Planning and Zoning Commission whom recommended approval of a rezoning change for the following properties:

- Saginaw Springs, Block 2, Lot 30, Commercial Tract 2;
- Albright, Alexander F Survey Abstract 1849 Tract 2C04;
- Albright, Alexander F Survey Abstract 1849 Tract 2C;
- Albright, Alexander F Survey Abstract 1849 Tract 3H;
- Idea Schools Addition Block A, Lot 1;
- Albright, Alexander F Survey Abstract 1849 Tract 3A;
- Albright, Alexander F Survey Abstract 1849 Tract 3H05; and
- Alford, James P Survey Abstract 53 Tract 2A City Boundary Split.

The Planning and Zoning Commission recommended the disapproval of the following properties:

- Idea Schools Addition Block A, Lot 2; and,
- Alford, James P Survey Abstract A 53 Tract 1K.

On December 06, 2022 this item was forwarded to the City Council and tabled, based off of staff's recommendation, in order to amend the NMU ordinance regarding potential misinterpretation with the existing language. Since then, staff has removed the above two tracts in addition to "tract nine" whom also shared their desire to be removed from the list. The rezoning of the remaining parcels was approved on February 21, 2022 by the City Council.

As part of "Batch 2", staff recommends that 1051 Grand Central Parkway be rezoned to NMU to complete the NMU rezoning implementation process.

### **FINANCIAL IMPACT:**

N/A

### **RECOMMENDATION:**

Staff recommends approval.

---

### **Attachments**

NMU Rezoning (PZ Memo and Documentation).pdf



## City Initiated Rezoning for 1051 Grand Central Pkwy. (OP to NMU)

**Date:** February 12, 2024

**To:** Chairman and Members of the Planning and Zoning Commission

**From:** Susy Victor-Trevino, Planning Manager

**Subject:** Consideration and Action Regarding a Request for a Change in Zoning from Office Professional (OP) to Neighborhood Mixed-Use (NMU) on the approximate 9.9 acres out of the Walker, Josiah Survey, Abstract 1602 Tract 3A1F & A1798 TRS 1E1 & 1E2 more commonly known as 1051 Grand Central Parkway (Per TAD).

---

### **Background/Discussion:**

In 2021, the City of Saginaw began to update their 2016 Comprehensive Plan, hosting of an array of community events, town forums, website engagement, etc. Information regarding the process can be found on [Plan Saginaw](#). During this time, the community and staff had the opportunity to construct a new vision regarding the following: plan context, fiscal and economic vitality, land use and design, mobility and connectivity, utilities and infrastructure, city services and facilities (including parks and recreation), and implementation and monitoring.

On March 1, 2022, the City Council of Saginaw officially adopted the 2022 Comprehensive Plan and began its implementation shortly after. The first steps of the Comprehensive Plan's implementation process began with the rezoning of undeveloped parcels. The first land use classification adopted was Neighborhood Mixed Use (NMU), which was separated into two separate batches.

On August 09, 2022, the Planning and Zoning Commission made a recommendation to Council to approve the zoning ordinance amendment to create the New Neighborhood Mixed-Use (NMU) Zoning District. On August 16, 2022, the City Council voted unanimously to table this item and approved the item on September 06, 2022.

On November 08, 2022 the NMU rezoning of ten parcels ("*Batch 1*") went to the Planning and Zoning Commission whom recommended approval of a rezoning change for the following properties:

- Saginaw Springs, Block 2, Lot 30, Commercial Tract 2;
- Albright, Alexander F Survey Abstract 1849 Tract 2C04;
- Albright, Alexander F Survey Abstract 1849 Tract 2C;
- Albright, Alexander F Survey Abstract 1849 Tract 3H;
- Idea Schools Addition Block A, Lot 1;
- Albright, Alexander F Survey Abstract 1849 Tract 3A;
- Albright, Alexander F Survey Abstract 1849 Tract 3H05; and
- Alford, James P Survey Abstract 53 Tract 2A City Boundary Split.

The Planning and Zoning Commission recommended the disapproval of the following properties:

- Idea Schools Addition Block A, Lot 2; and,
- Alford, James P Survey Abstract A 53 Tract 1K.

On December 06, 2022 this item was forwarded to the City Council and tabled, based off of staff's recommendation, in order to amend the NMU ordinance regarding potential misinterpretation with the existing language. Since then, staff has removed the above two tracts in addition to "tract nine" whom also shared their desire to be removed from the list. The rezoning of the remaining parcels was approved on February 21, 2022 by the City Council.

As part of "Batch 2", staff recommends that 1051 Grand Central Parkway be rezoned to NMU to complete the NMU rezoning implementation process.

**Staff Recommendation:**

Staff recommends that the request for an approval to consideration and action regarding a request for a change in zoning from Office Professional (OP) to Neighborhood Mixed-Use (NMU) on the approximate 9.9 acres out of the Walker, Josiah Survey, Abstract 1602 Tract 3A1F & A1798 TRS 1E1 & 1E2 more commonly known as 1051 Grand Central Parkway (Per TAD) be forwarded for recommendation of approval.

**Attachments:**

*Zoning Application, Zoning Exhibits, Newspaper and 200 ft. Notices, and Property Owner Notice, Reply Forms.*

**CITY OF SAGINAW**  
**PLANNING AND ZONING COMMISSION APPLICATION**  
**APPLICATION FOR REQUEST TO CHANGE ZONING**

CASE NUMBER: PZ 0224-01

All information required in the Zoning Ordinance #2002-04 and/or the Subdivision Ordinance # 2006-10 of the City of Saginaw must be received in the Building Inspection Office by 12:00 noon on the 28th day (always a Tuesday) prior to the Planning and Zoning Commission meeting. Zoning change requests must be accompanied by Exhibits showing existing zoning and proposed zoning.

The office personnel will strictly adhere to the submittal deadline date and time. THERE WILL BE NO EXCEPTIONS. Failure to submit the appropriate signed applications, required information, engineering details, or payment of the required fees will result in refusal of the application.

Acceptance of an application IS NOT A GUARANTEE that an applicant's case will be scheduled for a SPECIFIC AGENDA DATE. After reviewing the application, the office personnel will contact the applicant for any required corrections. The agenda date will be set after compliance by the applicant of all the required information has been submitted and approved for submittal to the City of Saginaw or Planning and Zoning Commission for consideration.

**REQUEST FOR CONSIDERATION OF**

ZONING CHANGE ( X )    PLANNED DEVELOPMENT ( )    DEVELOPMENT PLAN ( )

FLOODWAY OR FLOODPLAIN DEVELOPMENT ( )

CURRENT ZONING: OP                      PROPOSED ZONING: NMU

LEGAL DESCRIPTION: *(fill in the one that applies)*

LOT: \_\_\_\_\_ BLOCK: \_\_\_\_\_ ADDITION: N/A

TRACT: 3A1F & A1798 TRS 1E1 & 1E2 ABSTRACT: Abstract 1602 SURVEY: Walker, Josiah  
*(IF LEGAL DESCRIPTION IS TOO LONG ATTACH A COMPLETE COPY)*

ADDRESS and/ or LOCATION OF PROPERTY: 1051 Grand Central Parkway

NAME OF PROPOSED DEVELOPMENT: N/A

TOTAL ACREAGE OF PROPERTY: 9.9 Acres

REASON FOR ZONING REQUEST:            (please be specific)

City initiated to complete "Batch 2" NMU rezoning initiated by the implementation of the 2022 Comprehensive Plan.

*(Use additional sheets and attach if necessary)*

CURRENT ZONING: Office Professional (OP)

REQUESTED ZONING: Neighborhood Mixed-Use

I hereby certify that I will follow all Ordinances as set forth by the city of Saginaw with respect to my Subdivision and understand that copies of the Zoning Ordinance and Subdivision Ordinance are available for my purchase. I further understand that the payment of the required fees does not in any way guarantee approval of my request or obligate the city in any way to refund said fees.

OWNER'S SIGNATURE: (Susana Victor, PM) PHONE #: 817-230-0324  
and/or OPTION HOLDER: (City of Saginaw) PHONE #: \_\_\_\_\_

OWNER'S NAME:(Please Print) City of Saginaw

OWNER'S ADDRESS: 333 W. McLeroy Boulevard Saginaw, TX 76179

APPLICANT'S SIGNATURE: Susana Victor PHONE #: 817-230-0440

APPLICANT'S NAME: Planning Manager, Susy Victor-Trevino on behalf of the City of Saginaw

APPLICANT'S ADDRESS: 333 W. McLeroy Boulevard Saginaw, TX 76179

**FOR CITY USE ONLY DO NOT WRITE BELOW THIS LINE**

RECEIVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

FEE FOR APPLICATION: \_\_\_\_\_ RECEIPT #: \_\_\_\_\_

SUBMITTED INFORMATION REVIEWED BY: \_\_\_\_\_

PLANNING AND ZONING COMMISSION MEETING DATE: \_\_\_\_\_

ACTION TAKEN: \_\_\_\_\_

CITY COUNCIL MEETING DATE: \_\_\_\_\_

ACTION TAKEN: \_\_\_\_\_





205 Brenda Lane  
P. O. Box 79070  
Saginaw, Texas 76179  
817-230-0500  
[www.ci.saginaw.tx.us](http://www.ci.saginaw.tx.us)

January 31, 2024

## NOTICE OF PUBLIC HEARING

### THIS IS A REQUESTED CHANGE IN PROPERTY ZONING

RE: Planning & Zoning Commission Meeting 02/13/2024; Consideration of a request for a change in zoning from Office Professional (OP) to Neighborhood Mixed-Use (NMU) on the approximate 9.9 acres out of the Walker, Josiah Survey, Abstract 1602 Tract 3A1F & A1798 TRS 1E1 & 1E2 more commonly known as 1051 Grand Central Parkway (Per TAD).

Dear Property Owner:

The Planning and Zoning Commission of the City of Saginaw will hold a Public Hearing on the 13<sup>th</sup> day of February, 2024 at 6:00 p.m. and the City Council of the City of Saginaw, Texas, will hold a Public Hearing on the 20<sup>th</sup> day of February, 2024 at 6:00 p.m. for the purpose of considering a request from the City of Saginaw to change the zoning from Office Professional (OP) to Neighborhood Mixed-Use (NMU) for the property at 1051 Grand Central Parkway, Saginaw, 76131 (*Per TAD*). This property is an approximate 9.9 acres out of the Walker, Josiah Survey, Abstract 1602 Tract 3A1F & A1798 TRS 1E1 & 1E2. Both meetings will be held at the Saginaw City Hall, 333 West McLeroy Boulevard, Saginaw, Texas.

These hearings are open to any interested person. Opinions, objections and/or comments relative to this matter may be expressed in writing or in person at the hearing. A reply form is provided for your convenience. Another person may also represent you.

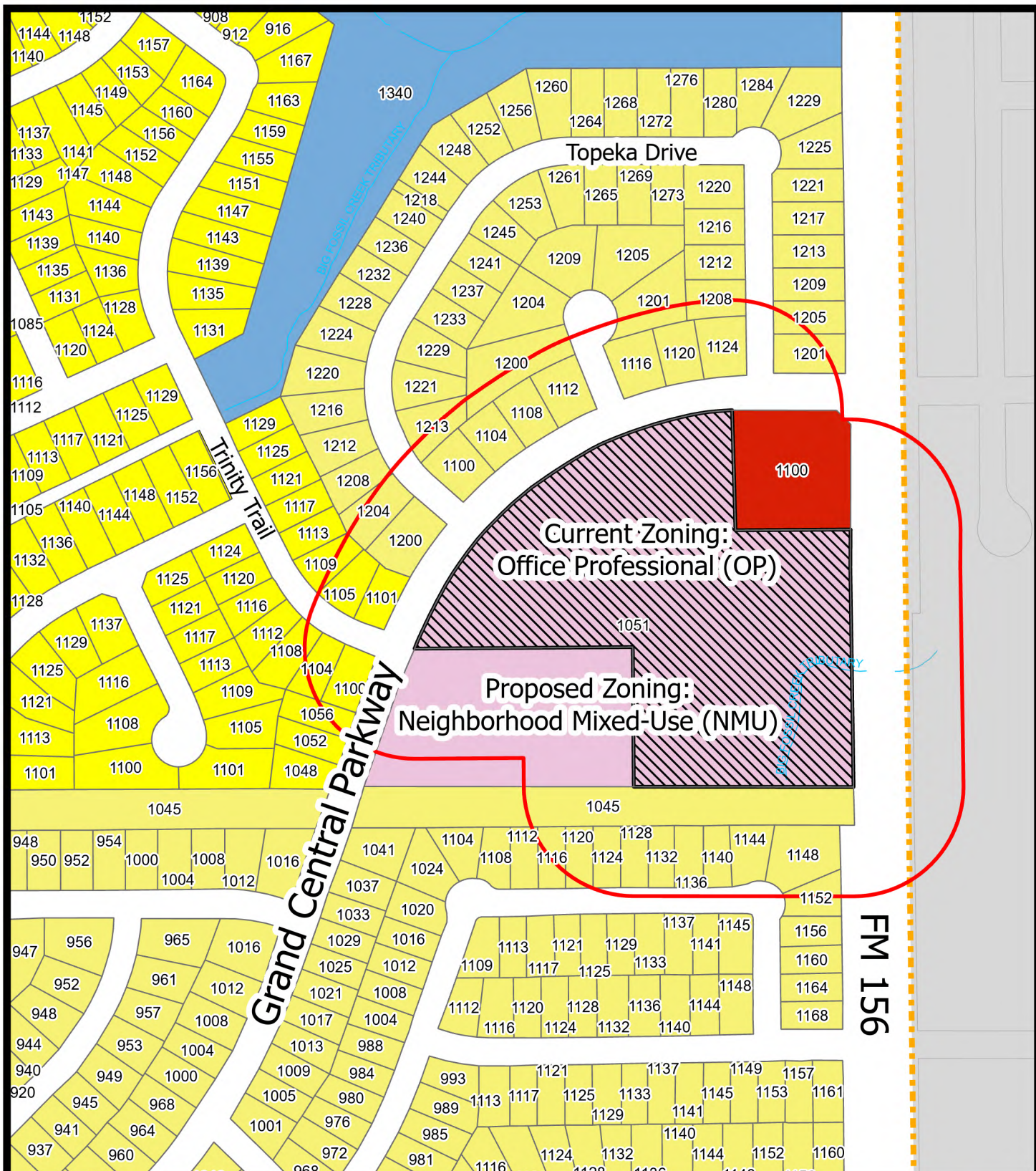
The enclosed map shows the area of request. The circle around the area is that within which property owners are required by law to be notified. Only that area which is shaded or highlighted is the property to be considered for the zoning change.

If you have any questions, you may call me at 817-230-0440 or e-mail me at [pz@saginawtx.org](mailto:pz@saginawtx.org).

Sincerely,

Susy Victor-Trevino  
Planning Manager

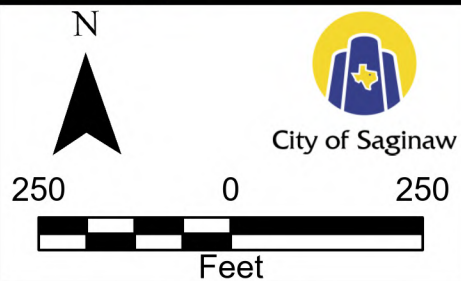
Enclosures: Map of Property, and Reply Form.



## Legend

- 200ft Buffer
- Property of Interest

## 1051 Grand Central Parkway 200 ft Property Owner Notification



## REPLY FORM

In order to be on record, this form may be filled out and mailed to the Planning Manager, at City of Saginaw, Texas, P. O. Drawer 79070, Saginaw, Texas 76179. If you have questions concerning this request, please call the Planning Manager, Susy Victor-Trevino, at 817-230-0440.

The Planning & Zoning Commission Meeting on 02/13/23 at 6:00 p.m. and the City Council Meeting on 02/20/24 at 6:00 p.m. is in regards to a request from the City of Saginaw to change the zoning from Office Professional (OP) to Neighborhood Mixed-Use (NMU) on the approximate 9.9 acres out of the Walker, Josiah Survey, Abstract 1602 Tract 3A1F & A1798 TRS 1E1 & 1E2 more commonly known as 1051 Grand Central Parkway Saginaw, Texas, 76131 (Per TAD).

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

( ) In Favor

( ) Opposed

Reasons and/or Comments

---

---

---

---

---

---

---

---

---

---





**NOTICE OF PROPOSED ZONING CHANGE**  
January 30, 2024

Saginaw Park Baptist Church INC.

[REDACTED]  
Saginaw, TX 76131

Re: Proposed Rezoning of 1051 Grand Central Parkway, Saginaw, Texas

To Whom It May Concern,

We are writing you this letter to inform you of a proposed rezoning of your property located at 1051 Grand Central Parkway in Saginaw. The City of Saginaw adopted an update to its Comprehensive Plan in 2022. The Comprehensive Plan contains a vision for each area of the city. In many areas adjacent to existing residential neighborhoods, similar to this property, the properties were designated for “Neighborhood Mixed-Use” (i.e. “NMU”).

The vision for NMU areas was then crafted into a zoning district. Last year, multiple properties were successfully rezoned to NMU, and this property is one of the last remaining areas proposed for rezoning. The NMU District still allows for commercial and institutional uses, just as the zoning on the property currently does, but it does remove some commercial uses that are not compatible with the adjacent residential uses. It also adds some residential-type uses that were not previously permitted. We have attached some summary information about the NMU District proposed to be assigned to your property, as well as a comparison of the current zoning district versus the proposed zoning district.

The property is just under 10 acres, is undeveloped, and is located on the west side of Blue Mound Road and south side of Grand Central Parkway (also reflected in the attached map). This property is currently zoned “OP” – Office Professional District and is proposed to be rezoned to “NMU” – Neighborhood Mixed-Use District.

**We want to invite you to call or email us to ask any questions you may have—we would like to hear from you before this is considered by the Planning and Zoning Commission and City Council (but it will still move forward if we do not, for consideration).** If you have any concerns, we can talk through them and share them with P&Z and City Council, if applicable. My phone number is 972.339.8186, and my email is [anusser@LJA.com](mailto:anusser@LJA.com). I am the City’s consulting City Planner.

To consider the proposed rezoning, the City of Saginaw will hold a Public Hearing at the Planning and Zoning Commission on February 13, 2024, at the Saginaw City Hall at 333 West McLeroy Boulevard at 6:00 pm. City Council will consider and act on the proposed rezoning on February 20, 2024, at the same location. All persons interested in the above have the right to appear and be heard.

For more information on the Saginaw Comprehensive plan please visit: <https://cityofsaginawtx.sharefile.com/share/view/s1b8b5d39affa40a68f10c9d3fb069058>. Please also review the attachments, and I hope to hear from you soon.

CITY OF SAGINAW PUBLIC WORKS  
205 Brenda Lane Saginaw, Texas 76179  
Tel: 817-230-0448 Website: <https://www.ci.saginaw.tx.us>



On behalf of the City of Saginaw,

*Abra R. Nusser*

Abra R. Nusser, AICP

*Director of Placemaking + Resilience*

LJA

Phone: 972.339.8186 || Email: [anusser@lja.com](mailto:anusser@lja.com)

Attachments: Property Information  
NMU Summary  
OP vs. NMU Comparison



# City of Saginaw

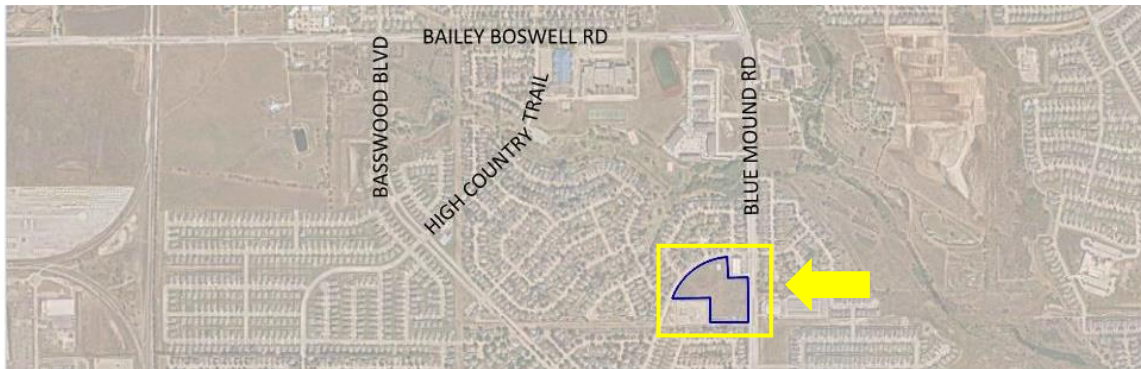


## Neighborhood Mixed-Use Rezoning Parcel Exhibit Batch 2

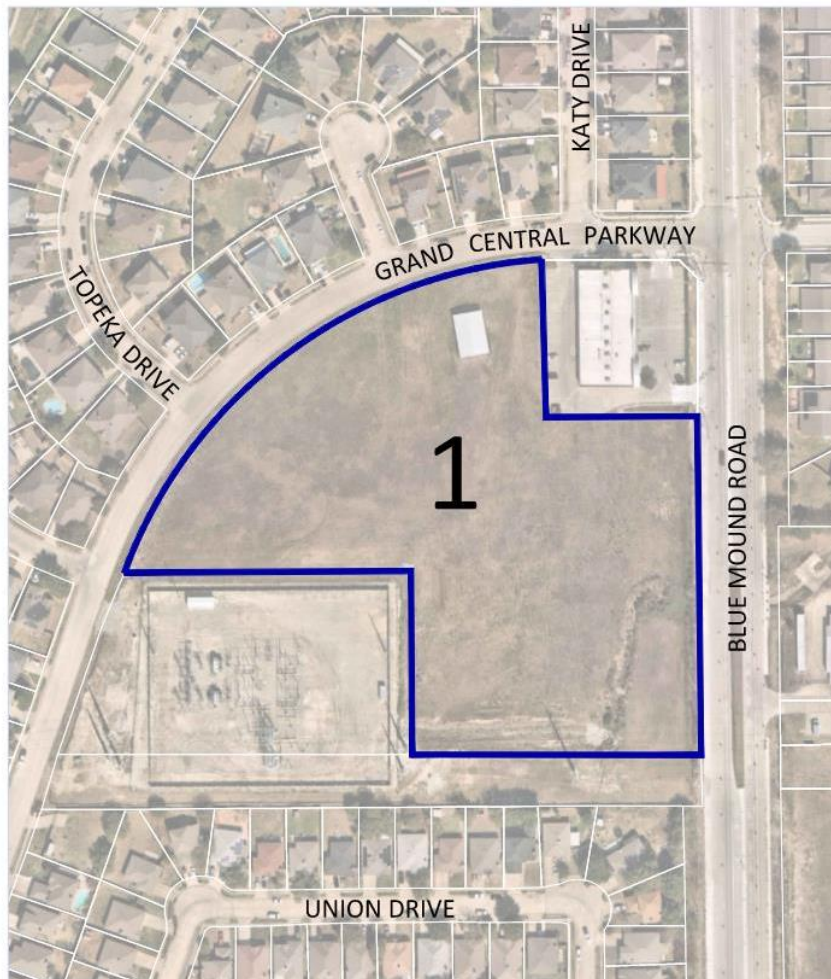
# NEIGHBORHOOD MIXED-USE PARCEL EXHIBIT

## BATCH 2, PARCEL 1

### VICINITY MAP



### LOCATION MAP





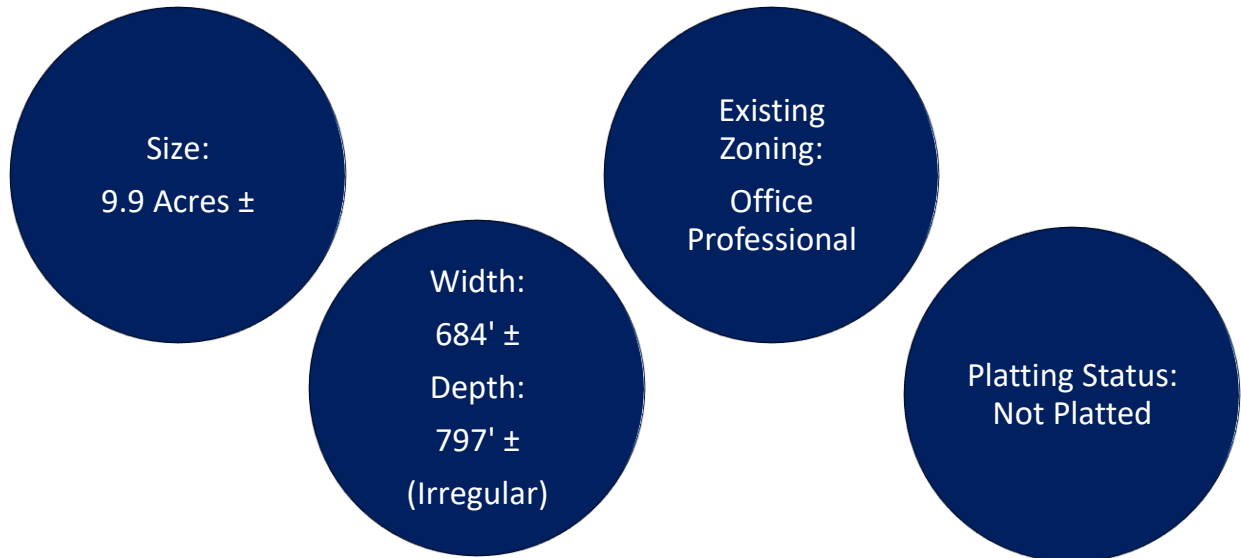
## GENERAL DESCRIPTION

The subject property is located to the west of Blue Mound Road and is south of Grand Central Parkway. It is undeveloped.

## SURROUNDING LAND USE

	North: Right-of-Way (Grand Central Parkway) / Community Commercial	
West: Right-of-Way (Grand Central Parkway), Substation	Subject Property: Undeveloped	East: Right-of-Way (Blue Mound Road) / Community Commercial
	South: Single Family Residential	

## SUBJECT PROPERTY DETAILS



## LEGAL DESCRIPTION

WALKER, JOSIAH SURVEY Abstract 1602 Tract 3A1F & A1798 TRS 1E1 & 1E2

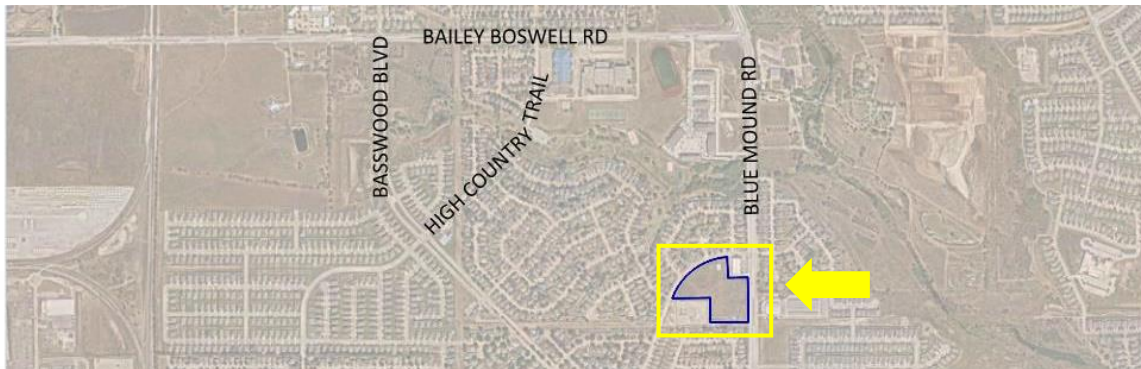
Source: Tarrant County Appraisal District, 2022



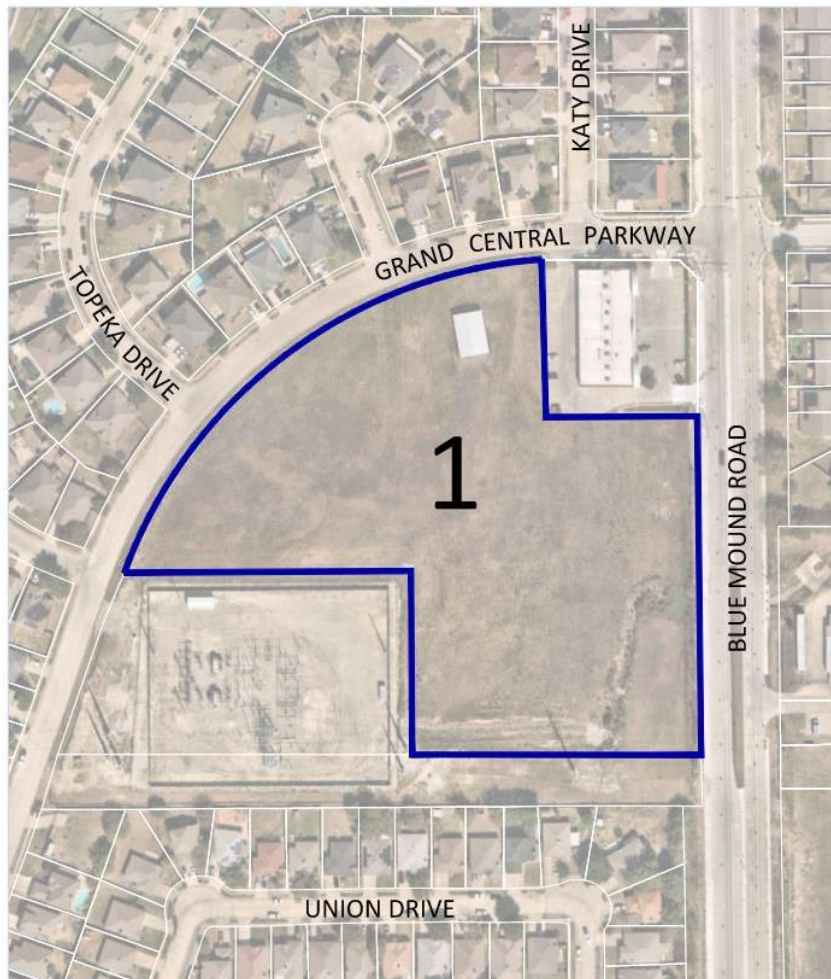
# NEIGHBORHOOD MIXED-USE PARCEL EXHIBIT

## PROPERTY INFORMATION

### VICINITY MAP



### LOCATION MAP



## Property Information

### GENERAL DESCRIPTION

The subject property is located to the west of Blue Mound Road and is south of Grand Central Parkway. It is undeveloped.

### SURROUNDING LAND USE

	North: Right-of-Way (Grand Central Parkway) / Community Commercial	
West: Right-of-Way (Grand Central Parkway)	Subject Property: Undeveloped	East: Right-of-Way (Blue Mound Road) / Community Commercial
	South: Single Family Residential	

### SUBJECT PROPERTY DETAILS



### LEGAL DESCRIPTION

WALKER, JOSIAH SURVEY Abstract 1602 Tract 3A1F & A1798 TRS 1E1 & 1E2

Source: Tarrant County Appraisal District, 2022



## **Neighborhood Mixed-Use Zoning District Summary**

Encourage valuable frontage to be developed with envisioned commercial use

Buildings along the street to provide walkability and limit two-story views into adjacent residential

Allow limited residential uses to provide walkability and market feasibility

Encourage gathering/parks/plaza areas through residential use activated amenity incentive

Ensure protection of existing homes by requiring enhanced screening & buffering, complementary design, and uses compatible with residential

Prevent residential structure overcrowding and preservation of open space through minimum residential structure separation

## ZONING COMPARISON

### STANDARDS

	Existing Zoning: Office Professional	Proposed Zoning: Neighborhood Mixed-Use
Minimum Lot Area	None	None
Minimum Lot Width	None	None
Minimum Lot Depth	None	None
Front Yard Setback	20 Feet	10-20 feet build-to-zone
Minimum Side Yard Setback	None	No interior side setbacks are required in the NMU district, except when NMU-zoned property abuts property zoned or used for single-family residential uses, in which case the minimum side yard setback required for the entire abutting side yard shall be 25 feet to include a Living Compatibility Buffer.
Minimum Rear Yard Setback	10 feet or 20 feet if abutting any residential district	10 feet, except when NMU-zoned property abuts property zoned for single-family residential, in which case the minimum rear setback required for the entire abutting rear yard shall be 25 feet.
Maximum Density	None	<p>Residential uses shall be limited to a maximum of 8 dwelling units* per one acre, on each one acre not included within the Commercial Frontage Requirement area as described in subsection 6-18.C., unless or until ground floor commercial uses consistent with the standards and intent of the Commercial Frontage Requirement are constructed and operational.</p> <p>Once the city staff determines that aforementioned ground floor commercial uses are constructed and operational consistent with the Commercial Frontage Requirement, density allocation is permitted to include a maximum of 8 dwelling units* per acre for the entire development and is not limited to any one area of the development. Housing units can be placed above ground floor commercial areas within the commercial frontage requirement area.</p> <p>(Can be increased to 10 dwelling units per gross acre of at least 2,500 sq ft of the gross land area is provided as an Activated Amenity)</p>
Maximum Building Height	55 feet or 4 stories	36 feet or 2 stories

	Existing Zoning: Office Professional	Proposed Zoning: Neighborhood Mixed-Use
Minimum Distance Between Residential Structures	None per Zoning, but minimum 10 feet for Fire Code	15 feet, regardless of building orientation, measured from the dripline of any structure or structurally attached features
Exterior Construction	All structures within any commercially zoned lot or community facilities zoned shall be faced entirely of masonry or of tilt-wall construction on all building exterior walls, excluding window and	Compatible in style, intensity, color, and scale with neighborhoods within 200 feet of the property  High quality and durable materials shall be utilized, and providing placemaking elements (ex. plazas, lighting, signage, landscaping, etc.) consistent with the character and traditions in Saginaw
Living Compatibility Screen	None	When a Mixed Use, Non-Residential Use, or Multi-Family Use is adjacent to a Single Family or Duplex Residential property, the following provisions apply: <ul style="list-style-type: none"> <li>• Development shall provide a landscaped area at least 20 ft in width along the common property line</li> <li>• Canopy trees shall be planted for each 30 linear feet or portion of exposure and should not be clustered</li> <li>• Connection to the adjacent neighborhood shall be provided via sidewalk or trail, leading to an adjacent right-of-way, sidewalk, or trail</li> <li>• Developments shall screen parking from adjacent properties with a Living Compatibility Screen</li> </ul>
Residential Landscaping	None	Four inches of nursery stock tree(s) are required in each residential front yard with a minimum size of two-inch caliper for any single tree
Interior Landscape Area	30% of floor area	Minimum 30% of Floor Area
Green Space	None	Minimum of 15% of the gross land area
Lot Coverage	50%	None

	Existing Zoning: Office Professional	Proposed Zoning: Neighborhood Mixed-Use
Activated Amenity	None	<p>Minimum of 2,500 sq ft to qualify for up to 10 dwellings units per acre</p> <p>Aesthetic, leisure, and recreational purposes, that is accessible to and permanently reserved for the common use and enjoyment of the occupants of the development</p> <p>Maximum amount of open space used for storm water detention or retention purposes shall not exceed 25 percent of the common open space area</p> <p>Activated Amenities adjacent to street rights-of-way shall be a minimum depth of 25 feet and shall be landscaped to include the retention or planting of one three-inch caliper tree per each 50 feet of street frontage</p>
Commercial Frontage	None	<p>Minimum of 70% of the development frontage along Major Corridors, for a depth of at least 100 feet, shall consist of ground floor commercial uses not directly associated with the development's residential leasing or resident service areas (ex. mailboxes, leasing office, non-publicly accessible amenities, etc.)</p>

## USES

P = Permitted

S = Special Use Permit Required

(Blank Indicated Use is Prohibited)

	Existing Zoning: Office Professional	Proposed Zoning: Neighborhood Mixed-Use	Supplemental Conditions
Agricultural Use			
Apartment		P	19
Boarding House		P	
Caretaker, Guard or Servant, Residence or Apt. Garage			2
Dwelling, Guesthouse			2
Convent, Rectory, Monastery	P	P	
Dwelling, Assisted Living Facility		P	2,19
Dwelling, HUD-Code Manufactured Home			
Dwelling, Industrialized Housing		P	
Dwelling, Mobile Home			
Dwelling, Multifamily		P	
Dwelling, Single Family Attached		P	
Dwelling, Single Family Detached		P	
Dwelling, Two Family		P	
Group Home for the Disabled or Disadvantaged		P	2
Manufactured Housing Park or Subdivision			2
PUBLIC, CIVIC, AND UTILITY USES			
Airport, Public/Private			2
Animal Pound, Shelter			
Assembly Hall	S	S	2
Athletic Field and Play Field			7,22
Cemetery, Mausoleum, Crematorium			2
Community Center		P	
Electrical Generating Station			7
Electrical Transmission Line	P	P	



	Existing Zoning: Office Professional	Proposed Zoning: Neighborhood Mixed-Use	Supplemental Conditions
Electrical Substation	P	P	20
Garage, Public			
Gas Regulator Station	P	P	
Golf Course, Public			2
Government Administration Facility	P	P	
Library	P	P	2
Lodge, Fraternal, Sorority & Clubs	S	S	2
Museum		P	
Park	P	P	
Philanthropic and/or Charitable Use		P	
Public Maintenance Building, Storage Yard		S	
Public Safety Facility, Police & Fire	P	P	
Public Utility	P	P	
Religious Institution	P	P	22
Telephone Exchange, Switching or Relay	P	P	
EDUCATIONAL USES			
School, Business College	S	S	2,22
School, College or University	S	S	2,22
School, Commercial Instruction	S	S	2,22
School, Commercial Trade	S	S	2,22
School, Home			
School, Home Day			2
School, Institution, Rehabilitation & Training Center	S	S	2
School, Nursery	P	P	2
School, Primary or Secondary	S	S	22
School, Vocational	S		2
AMUSEMENT AND ENTERTAINMENT USES			
Amusement Center, Indoor		P	
Amusement Center, Outdoor			1,7
Athletic Field & Play Field, Commercial		S	1,7,22
Auditorium			
Camp Ground & Related Facilities			2
Country Club		S	2



	Existing Zoning: Office Professional	Proposed Zoning: Neighborhood Mixed-Use	Supplemental Conditions
Golf Course, Driving Range			1,7
Golf Course, Miniature		S	2
Golf Course, Private		S	2
Go Cart Track and Other Vehicular Track or Facility			1,5,7
Gymnasium	P	S	1
Movie Theater, Cineplex			2,7,22
Private Club	S	S	2
Recreational Ranch or Farm			
Rodeo Ground/Fair Ground			1,7,22
Skating Rink, Indoor		S	
Stable, Commercial			1,5
Stable, Private			2
Swimming Pool, Commercial		S	2
Shooting Range, Indoor			2,5
Shooting Range, Outdoor			1,5
Water Park, Commercial			1,7,22
MEDICAL USES			
Clinic			27
Hospital	S		2, 22
Laboratory, Medical and/or Dental	S		2
Laboratory, Research	S		2
Laboratory, Support			
Medical, Dental & Optical Retail Sales	P	P	
Medical, Dental Office	P	P	
Nursing Home			2
Optician Shop	S	P	2
Veterinary Hospital with Outside Pens			1, 5, 8, 9
Veterinary Hospital without Outside Pens	S	S	2
Veterinarian Office, Small Animal Practice	P	P	2
Veterinarian Office, Large Animal Practice			1, 5
AUTOMOTIVE USES			
Auto Auction			1, 7, 11, 13
Auto Car Wash			2, 7

	Existing Zoning: Office Professional	Proposed Zoning: Neighborhood Mixed-Use	Supplemental Conditions
Auto Impound Lot/Wrecker Business			2, 7, 13
Auto Paint & Body Shop			11, 12, 13
Auto Parts & Accessory Sales			2
Auto Rental (Car & Truck)			2, 13
Auto Repair Garage			1, 11, 12, 13
Auto Sales, New & Used			2, 7, 12, 13
Auto Service Station			2, 7, 11, 12, 13
Auto Service Station, Light Maintenance			
Bus, Train, & Taxi Station or Terminal		S	2, 13
Farm Machinery & Implement Sales & Service			2, 12, 13
Heliport			2
Motor Freight Terminal			2, 7
Motorcycle Sales			2, 12, 13
Park and Ride Lots	S	S	2, 7
Parking Lot, Commercial (Auto)			7
Parking Lot, Commercial (Truck)			7
Parking lot, off premises	S	S	7
Recreational vehicle Rental			2, 7, 13
Recreational vehicle storage (commercial)			7, 11
PROFESSIONAL USES			
Accessory Banking	P	P	
Bank, Savings and Loan Association, Financial Institution	P	P	
Office, Business	P	P	
Office, Professional	P	P	
Office, Real Estate Development Tract or Field Office	P	P	
Bank, Savings and Loan Association, Financial Institution	P	P	
COMMERCIAL, RETAIL AND SERVICE USES			
Ambulance Service	S		2
Animal Grooming			2
Antique Shop		P	2

	Existing Zoning: Office Professional	Proposed Zoning: Neighborhood Mixed-Use	Supplemental Conditions
Apparel Alteration and Repair or Tailor Shop		P	
Appliance Repair, Household		S	
Art Gallery	S	P	2
Arts, Crafts, and Hobby Shop		P	
Auction House, Indoor			1
Bakery, Retail Confectionery	P	P	
Bakery, Wholesale Candy		S	2
Barber Shop, Beauty Salon, other Personal Shop	P	P	
Bingo Hall			1, 23
Brewery			1
Building Material Sales			1, 3, 7, 13, 22
Cabinet &/or Upholstery Shop			2, 3
Catering Service		P	
Contractor, no Outside Storage Permitted			
Contractor, Outside Storage Permitted			1, 3, 7, 13
Contractor Storage or Equipment Yard			1, 3, 7, 13
Convenience Store, with or without Fuel Sales		S	7
Copy Shop	S	S	2
Cosmetic Tattoo Establishment	P	S	
Cottage Industry		P	
Day Care Center, Adult	S	S	2
Day Care Center, Child	S	S	2, 10
Day Care, in the Home			10
Department Store		S	2
Extended-Stay Hotel/Motel			2, 7
Exterminating Service			2
Factory Outlet, Retail or Wholesale Store			3, 7, 13, 22
Farmers Market, Outdoor		S	2, 7,
Flea Market			2, 5, 7, 22

	Existing Zoning: Office Professional	Proposed Zoning: Neighborhood Mixed-Use	Supplemental Conditions
Funeral Home, Mortuary			1, 22
Furniture, Fixture & Appliance Store			2
Furniture Repair			2
Gift Shop including Florist		P	
Greenhouse or Plant Nursery		P	7
Grocery Store		P	
Hardware Store		P	
Health Club, Recreation Facility	S	P	2
Hobby Studio, Private		P	
Home Improvement Store		S	2, 13
Hookah/Smoke Lounge			
Hotel, Motel			2, 7
Kennel			1, 8, 9
Kiosk	S	P	2
Landscape Service			2
Laundry, Dry Cleaning Full Service			
Laundry, Dry Cleaning Pickup & Receiving Station			2
Laundry, Self Service			2
Liquor Store, Packaging Sales			22
Lithography or Print Shop			
Locksmith Shop		P	
Machinery Sales or Repair			2
Manufactured or Industrialized Home Sales or Rental			2, 3, 7, 13
Massage Therapy Establishment			
Meat Market (includes Seafood)		P	
Mobile Food Unit Park		S	28
Music Store		P	
Non-depository financial institutions			1
Office Machine Sales & Service			
Office Supply Store		P	
Pawn Shop			
Pet Shop		P	
Pharmacy	S	P	2

	Existing Zoning: Office Professional	Proposed Zoning: Neighborhood Mixed-Use	Supplemental Conditions
Photographic Equipment Sales & Service		P	
Photographic Service		P	
Private Card Club			2
Physical Training and Athletic Facility			
Radio, Television Studio		P	
Recycling Collection Center			2, 3, 13
Rental Store		P	13
Rental Yard, Commercial & Heavy Equipment			1, 3, 7, 13, 22
Repair, Small Engine			
Restaurant, limited		P	
Restaurant, with alcohol sales		P	2, 7, 22, 26
Restaurant, without alcohol sales		P	2, 7, 22, 26
Restaurant, Drive-in / Drive-thru		S	7, 22, 26
Restaurant, Refreshment Stand (Temporary or Seasonal)		P	7
Sexually Oriented Business	See ordinance No.95-1 (as amended)		
Shoe Repair		P	
Snow Cone Stand Seasonal		P	1, 25
Sign Shop, Painted or Silk-screened			
Special Event Venue		S	1
Stone Monument Sales			2, 3, 7
Studio, Dance	S	S	
Tanning Studio	S	P	2
Tattoo Parlor/Body Piercing Studio			
Tavern, Bars & Night Clubs			2, 7, 22
Taxidermist Studio			
Taxidermist Shop			1
Tobacco Shop	S	S	2
Video / Game Rental		P	
Watch &/or Jewelry Sales & Repair		P	
Winery			1
MANUFACTURING AND INDUSTRIAL USES			
Assembly Plant			7, 22

	Existing Zoning: Office Professional	Proposed Zoning: Neighborhood Mixed-Use	Supplemental Conditions
Bottling Works			7, 22
Building Materials Manufacturing			7, 22
Dairy Processing			7, 22
Electronics Manufacturing			7, 22
Laundry, Dry Cleaning & Dyeing Plant including Diaper Service			7
Line Compressor Station	S	S	1, 15, 24
Machine Shop			
Manufacturing Facility (Light)			7, 22
Meat Product Processing			2, 7, 22
Metal Recycling Facility			
Mini-warehouse			2, 7, 18
Natural Resources Mining			
Oil and Gas Wells	P	S	15
Pharmaceutical Plant			7, 22
Plastic Products Manufacturing			7, 22
Salvage Yard			7
Stockyard			2, 7, 22
Storage and Warehousing Establishment			2, 7, 13
Storage Yard			7
Telecommunications, Wireless Facility			14
Textile Manufacturing			7, 22
Warehousing, Freight Office and or Storage			7, 13, 22
Welding or Machine Shop			7
ACCESSORY USES			
Accessory building	P	S	16
Cargo Container			
Carport, Residential			21

## REPLY FORM

In order to be on record, this form may be filled out and mailed to the Planning Manager, at City of Saginaw, Texas, P. O. Drawer 79070, Saginaw, Texas 76179. If you have questions concerning this request, please call the Planning Manager, Susy Victor-Trevino, at 817-230-0440.

The Planning & Zoning Commission Meeting on 02/13/23 at 6:00 p.m. and the City Council Meeting on 02/20/24 at 6:00 p.m. is in regards to a request from the City of Saginaw to change the zoning from Office Professional (OP) to Neighborhood Mixed-Use (NMU) on the approximate 9.9 acres out of the Walker, Josiah Survey, Abstract 1602 Tract 3A1F & A1798 TRS 1E1 & 1E2 more commonly known as 1051 Grand Central Parkway Saginaw, Texas, 76131 (Per TAD).

Name: Phyllis and Gary Modgling

Address: 840 Stafford Station Drive (*Outside of 200 FT. Radius*)

Phone Number: 817-480-0301

( ) In Favor

(X) Opposed

Reasons and/or Comments:

My wife and I want to **oppose the zoning change** where additional apartments could be built on the property. We have plenty of apartments now that are not fully rented and are still being built. Our property value has decreased due to the electrical power relay station that was built (it could have been built across Blue Mound and affected fewer properties). The apartments on Blue Mound and Bailey Boswell have also hurt our property value. Other options for zoning change might be good, but not this one if apartments in the plans.

Also, our schools are struggling to keep up with the constant growth of students. More apartments will continue to flood the schools.

I also understand that the church may want to recover some financial burden that could help them by selling the property. I understand that, too.

One person mentioned that Mayor Flippo likes apartments. He has property by the railroad tracks that he can build apartments; and yes, that is close enough to hurt my property value also.

Please register us as opposed. (*E-mail received on 02/05/24 at 05:56 p.m.*)

## REPLY FORM

In order to be on record, this form may be filled out and mailed to the Planning Manager, at City of Saginaw, Texas, P. O. Drawer 79070, Saginaw, Texas 76179. If you have questions concerning this request, please call the Planning Manager, Susy Victor-Trevino, at 817-230-0440.

The Planning & Zoning Commission Meeting on 02/13/23 at 6:00 p.m. and the City Council Meeting on 02/20/24 at 6:00 p.m. is in regards to a request from the City of Saginaw to change the zoning from Office Professional (OP) to Neighborhood Mixed-Use (NMU) on the approximate 9.9 acres out of the Walker, Josiah Survey, Abstract 1602 Tract 3A1F & A1798 TRS 1E1 & 1E2 more commonly known as 1051 Grand Central Parkway Saginaw, Texas, 76131 (Per TAD).

Name: Kathy and Richie Serrano

Address: 913 Santa Fe Drive (*Outside of 200 FT. Radius*)

Phone Number: \_\_\_\_\_

( ) In Favor

( X ) Opposed

Reasons and/or Comments:

Would like to go on record to oppose the rezoning of the plot of land behind 1101 Blue Mound Road. It's bad enough to have that electric monstrosity without inviting more apartment dwellers in one of the cities oldest subdivisions. (*E-mail received on 02/05/24 at 12:49 p.m.*)

---

---

---

---



## REPLY FORM

In order to be on record, this form may be filled out and mailed to the Planning Manager, at City of Saginaw, Texas, P. O. Drawer 79070, Saginaw, Texas 76179. If you have questions concerning this request, please call the Planning Manager, Susy Victor-Trevino, at 817-230-0440.

The Planning & Zoning Commission Meeting on 02/13/23 at 6:00 p.m. and the City Council Meeting on 02/20/24 at 6:00 p.m. is in regards to a request from the City of Saginaw to change the zoning from Office Professional (OP) to Neighborhood Mixed-Use (NMU) on the approximate 9.9 acres out of the Walker, Josiah Survey, Abstract 1602 Tract 3A1F & A1798 TRS 1E1 & 1E2 more commonly known as 1051 Grand Central Parkway Saginaw, Texas, 76131 (Per TAD).

**Name:** Gadalia Estremera

**Address:** 1100 Highland Station Drive Saginaw, TX 76131

**Phone Number:** 561-601-5310

( ) In Favor

( X ) Opposed

**Reasons and/or Comments:**

I'm a resident of Saginaw Texas Highland Station and I was just made aware of the potential rezoning for apartments on Grand Central Dr. I'm writing in to have documented my opposition to this. As a resident of Highland Station for over 10 years, this will completely kill the peace and safety that this area has provided my family and neighbors. We have already seen a major increase in car break in and speeding in our residential streets, with nothing being done. This will increase traffic to an already congested residential area. Also, it's borderline unethical to keep this information from all the residents in the Highland Station area as we will all be affect regardless on how whom ever is making this decision considered just a few blocks away unaffected! Kids will not be able to play safely! (E-mail received on 02/06/24 at 07:38 p.m.)



## City of Saginaw

### Planning & Zoning Commission Memorandum

---

Prepared By: Susy Victor

#### **WORKSHOP-- Planning and Zoning Commission Training**

Meeting	Agenda Group	
Tuesday, February 13, 2024, 6:00 PM	Business	Item: 3A
Reference File		

#### **BACKGROUND/DISCUSSION:**

The City of Saginaw, Texas has several new Planning and Zoning Commission members. A Planning and Zoning Commission training will be led by the City Attorney, Bessie Bronstein from Taylor, Olson, Adkins, Sralla & Elam, L.L.P.

#### **FINANCIAL IMPACT:**

N/A

#### **RECOMMENDATION:**

N/A

---

#### **Attachments**

PZ Training (PZ Memo and PPT).pdf



## P&Z Commission Training Workshop

**Date:** February 12, 2024

**To:** Chairman and Members of the Planning and Zoning Commission

**From:** Susy Victor-Trevino, Planning Manager

**Subject:** P&Z Commission Training Workshop

---

**Background/Discussion:**

The City of Saginaw, Texas has several new Planning and Zoning Commission members. A Planning and Zoning Commission training will be led by the City Attorney, Bessie Bronstein from Taylor, Olson, Adkins, Sralla & Elam, L.L.P.

**Staff Recommendation:**

N/A

**Attachments:**

*PZ Training PowerPoint Presentation Slides*



TAYLOR•OLSON•ADKINS•SRALLA•ELAM  
L.L.P.

ATTORNEYS & COUNSELORS

Saginaw Planning and Zoning Commission  
Training  
February 13, 2024

**Bessie Bronstein**  
**[bbronstein@toase.com](mailto:bbronstein@toase.com)**

# Open Meetings Act

- Every regular, special or called meeting of a governmental body shall be open to the public, except as provided by this chapter. Section 551.002, Texas Government Code
- A quorum can't have deliberations outside of a meeting about the business of the Commission.
- Quorum = simple majority





# Conflict of Interest: LGC 171

- A member has a conflict of interest, pursuant to Section 171.001 of the Texas Local Government Code, if:
  - Business Entity: the action will have a special economic effect on a business entity in which the member has a “substantial interest” that is distinguishable from the effect on the public; or



# Conflict of Interest: LGC 171

- A person has a substantial interest in a **business entity** if the person:
  - owns 10% or more of the voting stock or shares of the business entity
  - owns 10% or more of the fair market value of the business entity
  - owns \$15,000 or more of the fair market value of the business entity
  - receives funds from the business that are in excess of 10% of the person's gross income for the previous year



# Conflict of Interest: LGC 171

- Real Property: it is reasonably foreseeable that an action on the matter will have a special economic effect on the value of real property in which a member has a “substantial interest” that is distinguishable from the effect on the public
- A person has a substantial interest in real property if the interest is an equitable or legal ownership with a fair market value of \$2,500 or more





# Conflict of Interest

- A member is considered to have a “substantial interest” if any of the following persons have a substantial interest
  - father, mother, son or daughter
  - spouse
  - spouse’s father, mother, son or daughter
  - includes ex-spouse if a child of the marriage is still living

# Conflict of Interest

- If a person has a conflict of interest, the person must:
  - file, before a vote or decision on any matter involving the business entity or real property, an affidavit with the City Secretary stating the nature and extent of the interest
  - abstain from further participation

# Role of the P&Z

- Zoning –
  - Chapter 211, Texas Local Gov't Code
  - Zoning Ordinance – Appendix A
- Platting –
  - Chapter 212, Tex. Local Gov't Code
  - Subdivision Ordinance – Appendix B





# Purpose of the P&Z

1. To identify community needs and to advise the city council of their short-range and long-range implications for the total development of the city;
2. To recommend achievable community goals as a basis for long-range planning and development programs;
3. To recommend plans, programs, and policies that will aid the entire community in achieving its defined goals; and
4. To interpret the adopted plans and programs to concerned citizens so that private activities and desires may be accomplished in harmony with public needs and policies.

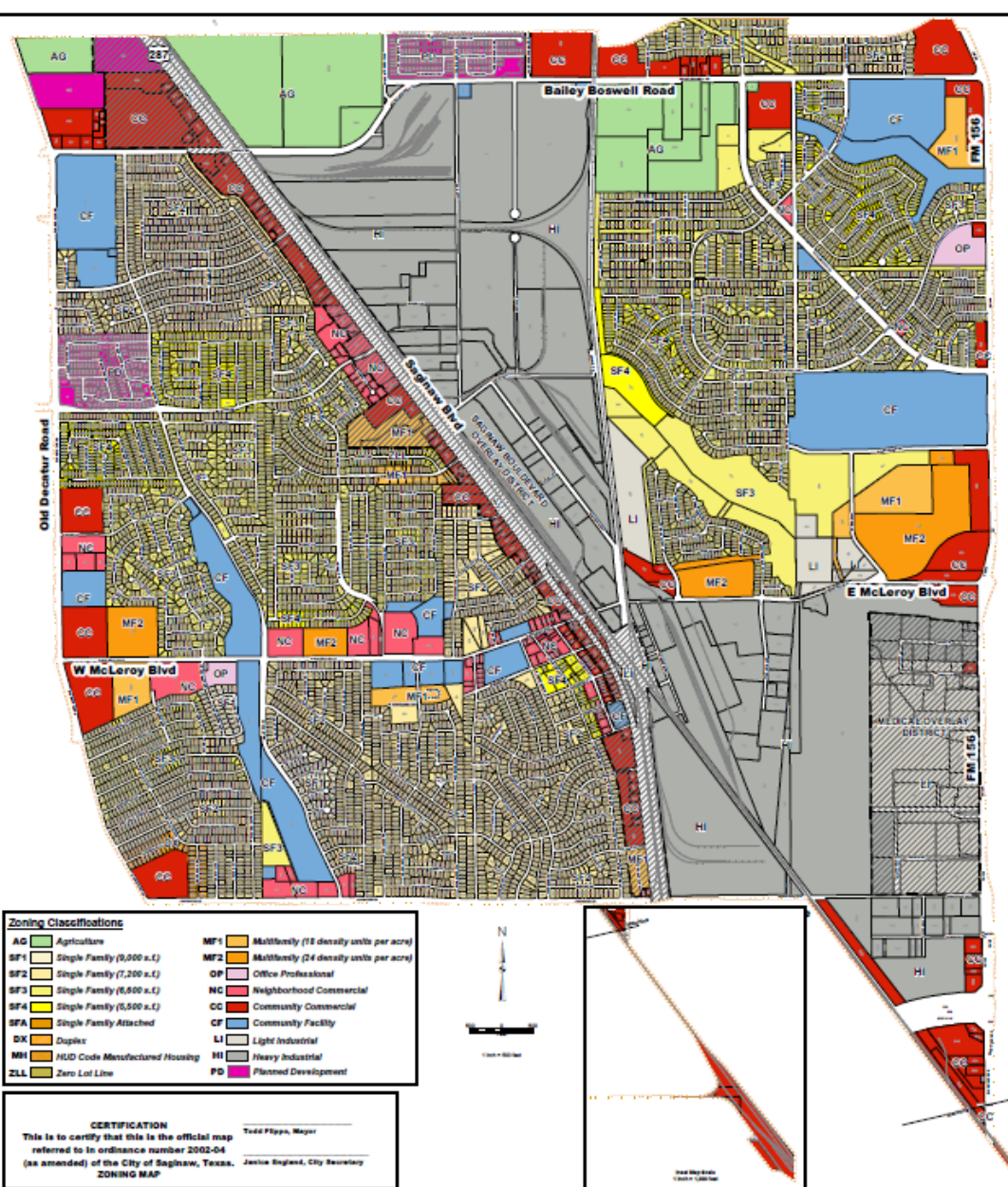
# Zoning

- Zoning regulates how land is used.
- Zoning regulations must be adopted in accordance with a comprehensive plan (211.004, LGC)
- Saginaw has a Comprehensive Plan outlining future land use recommendations.

# Zoning Ordinance

- Zoning Map: a map that denotes the current designations of permitted land uses for all of the land within the corporate boundaries of the Town.
- Zoning Regulations: the text that dictates what the restrictions are in each district.





# Zoning Discretion

- General Rule: broad LEGISLATIVE discretion is afforded to local governments in zoning matters.
- Presumption of validity.
- Unconstitutional only if shown to bear no relationship to securing public safety, health, morals or welfare and clearly arbitrary and unreasonable.



# Standards for Zoning Changes

- Respect the Master Plan
- Consider impact on surrounding properties
- Consider suitability of land as presently zoned
- Consider relationship to public health, safety, morals or general welfare

# Zoning Decisions

- Permissible factors to consider when making a zoning decision:
  - The need to allow for the circulation of air and light
  - The need to separate structures to avoid fire hazards
  - The need to lessen the congestion of traffic
  - The need to separate incompatible uses of property
  - The impact of density on the infrastructure, utilities, schools and other community facilities
  - The need to preserve property values

# Zoning Decisions

- Permissible factors to consider when making a zoning decision:
  - The need to preserve neighborhood boundaries and the character of the neighborhood
  - The need to implement the city's future land use plan
  - The need to protect historical structures or architecturally significant structures or places
  - The need to protect or preserve the environment



# Types of Zoning Cases

- Straight Zoning Changes
- Specific Use Permits
- Planned Development Districts

# Types of Zoning Cases

- Straight Zoning Change
  - Standard regulation of land uses.
  - Change from one district type to another. (i.e., AG to SF-1)
  - No conditions: Recommend approval or denial.
  - Promises not enforceable.



# Types of Zoning Cases

- Specific Use Permit (SUP)
  - Additional uses allowed in a District after review of conditions by P&Z and Council.
  - This is an amendment of the zoning ordinance and is legislative.
  - Conditions may be placed on SUP, either in zoning ordinance (all SUPs) or by council (specific property).
  - A site plan is required for approval of an SUP.





# Types of Zoning Cases

- Site Plans

- Required by Sec. 8-1(A) Appendix A
- Must comply with requirements in Sec. 8-1(E) Appendix A
- Generally shows the characteristics of the site changes related to the development that is proposed, how the development will relate to public services and facilities, and what protection features are included to ensure it is compatible with adjacent properties.



# Types of Zoning Cases

- Planned Development (PD)
  - Allows for zoning to be specific to a particular parcel.
  - The zoning regulations are essentially negotiated.
  - Conditions may be imposed.
  - Development Plan must be presented and approved.



# Super Majority Vote

- Section 1-3(C)(6) Appendix A:  $\frac{3}{4}$  vote of city council to approve zoning if:
  - P&Z recommends denial; or
  - 20% or more of the area of lots subject to zoning change or those immediately adjacent within 200 feet protest.

# Straight Zoning vs. PD Zoning

## **Straight Zoning**

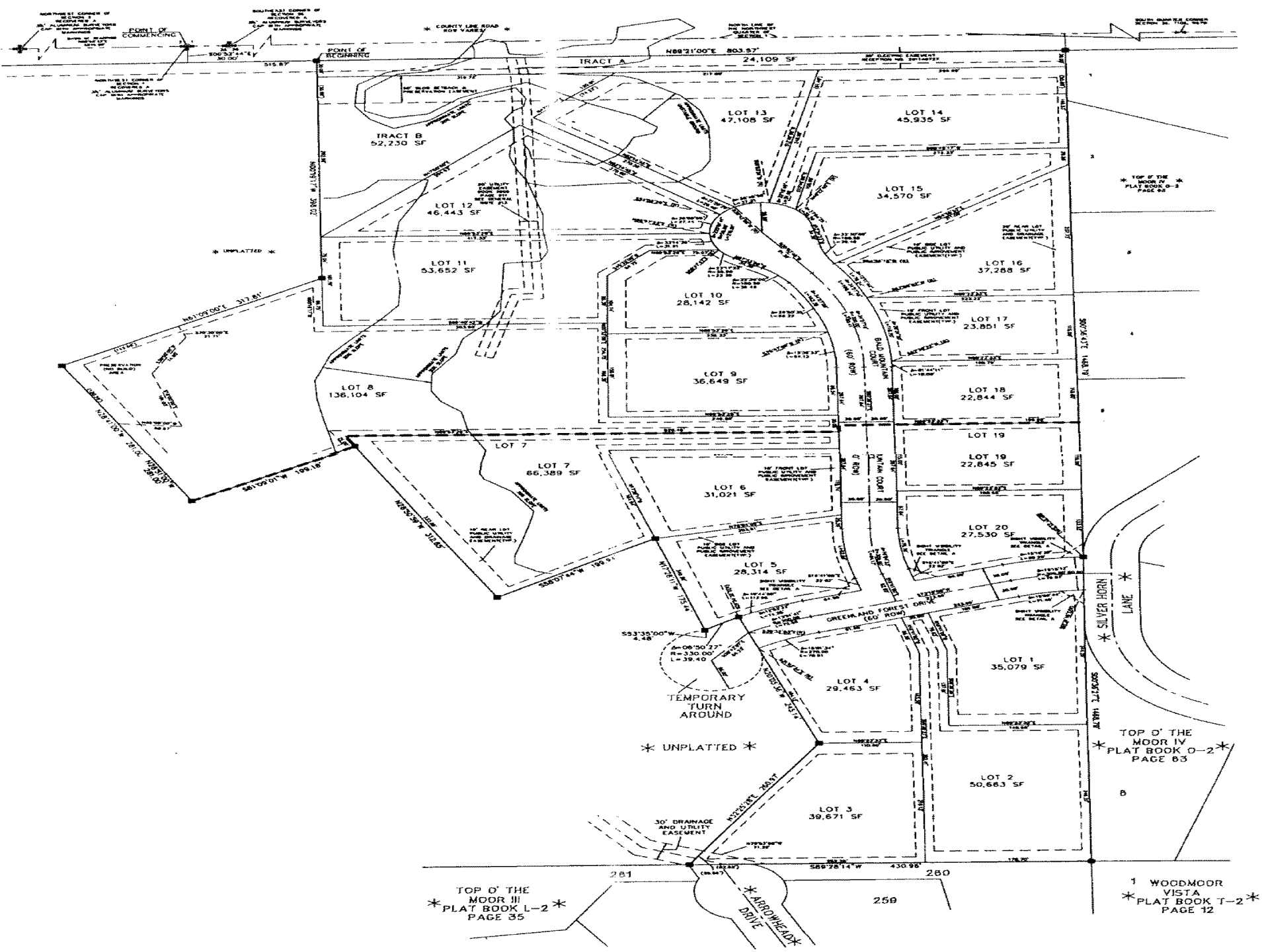
- Can Ask About Intended Use
- The details of the intended use are not relevant.
- Not appropriate to set conditions of approval.

## **Planned Development**

- Can Ask About Intended Use
- The details of the intended use are relevant.
- Conditions for approval are appropriate where necessary.

# Platting

- Platting is a geographical description that aids in recording/land registration.
- Platting serves to divide land into marketable parcels and ensures that adequate public infrastructure is installed, including to ensure that utilities and emergency service may be delivered.





# Platting

- Purpose is to “promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality”. (LGC § 212.002)
- Platting/subdivision regulations apply to ETJ if city has so extended by ordinance.

# Types of Plats

- Preliminary Plat
- Final Plat
- Replats
- Minor Plats/Amending Plats
  - Administrative Approval

# Platting

- Platting consideration is a ministerial function.
- The P&Z Commission does not exercise discretion with regard to approval of a plat.



# HB 3167 (2019)

- Added requirements to the “denial” of a plat (denial or conditional approval)
- Reasons for denial must be given in writing to the applicant citing to applicable state law, state regulation, or City ordinance that was not complied with
- Reason for denial cannot be arbitrary



# Platting v. Zoning

## ZONING

- Zoning regulates how land is used.
- Zoning is legislative and discretionary.
- You are making the law.

## PLATTING

- Platting serves to divide land into lots; provide for streets, utilities
- Platting “ministerial.”
- Does this comply with the law? Check the boxes.

# Summary

- Which hat am I wearing? Zoning v. Plats
- Is the applicant legally bound to perform what he orally promises?
- Can we recommend conditions on approval?
- Walking Quorum
- Substantial Interest

# Fair Housing Act

- Federal law that prohibits discrimination by governmental entities and others.
- Prohibits practices that would make housing unavailable to persons because of race/color, religion, sex, national origin, familial status, or disability.



# Fair Housing Act

You may not make a land use decision based upon a person's:

- Demographics
- Familial Status
- Socio-economic Status
- Race/Color
- Disability



# Capital Improvement Projects Advisory Committee

- Advise & assist with adopting land use assumptions;
- Review CI plan & file written comments;
- Monitor and evaluate implementation of CI plan;
- File reports on progress and potential inequities;
- Advise on need for updates or revisions.



# Capital Improvement Projects Advisory Committee

- Focus on water, wastewater, drainage facilities; roadway facilities
- Impact fee = charge or assessment to generate revenue
- Local Government Code Chapter 395





TAYLOR•OLSON•ADKINS•SRALLA•ELAM  
L.L.P.

ATTORNEYS & COUNSELORS

Saginaw Planning and Zoning Commission  
Training  
February 13, 2024

**Bessie Bronstein**  
**[bbronstein@toase.com](mailto:bbronstein@toase.com)**





## City of Saginaw

### Planning & Zoning Commission Memorandum

---

Prepared By: Susy Victor

#### January 2024 Staff Report

Meeting	Agenda Group	
Tuesday, February 13, 2024, 6:00 PM	Staff Report	Item: 4A
Reference File		

#### **BACKGROUND/DISCUSSION:**

Please see attached the latest updates for current projects in the City, please note dates are subject to change.

#### **FINANCIAL IMPACT:**

N/A

#### **RECOMMENDATION:**

N/A

---

#### **Attachments**

Project Updates (02.12.24).pdf



## Project Updates

**Date:** February 12, 2024

**To:** Chairman and Members of the Planning and Zoning Commission

**From:** Susy Victor-Trevino, Planning Manager

**Subject:** Current Project Updates in the City of Saginaw, Texas

---

### **Background/Discussion:**

Please see below the latest updates for current projects in the City, please note dates are subject to change:

1. **Alpine at the Square**
  - a. *75% Complete:* Public Utilities
  - b. *Scheduled Completion Dates:* 06/30/25
2. **Beltmill Booster Pump**
  - a. *100% Complete:* Accepted by the city punch station is operational
3. **Beltmill Cottages**
  - a. *100% Complete:* Concrete (Including Wagley Robertson)
  - b. *Scheduled Completion Dates:*
    - i. *Entire Project:* 03/10/24
    - ii. *Traffic Signals:* 03/01/24
4. **Beltmill Villas**
  - a. *Complete:* Public utilities/paving (testing of water remains)
  - b. *Scheduled Completion Date:* Unknown
5. **Cement Creek Drainage**
  - a. *Complete:* City has issued final acceptance letter.
6. **Cement Creek Phase II**
  - a. *Start of Construction:* 12/11/23
  - b. *Scheduled Completion Date:* 04/15/24 (30% Complete)
7. **Foodliner**
  - a. *Complete:* Public Utilities
  - b. *Scheduled Completion Date:* 02/15/24 (Building Structure)
8. **Horseman Substation**
  - c. *Remaining:* Public paving and landscaping
  - d. *Scheduled Completion Date:* 03/10/24

9. **ILT**

- a. Scheduled Paving: 02/01/24
- b. Scheduled completion Date: 02/20/24

10. **Kiwanis Veterans Memorial Relocation**

- a. *100% Complete:* Contractor is finishing up the city's final inspection punch list.
- b. *Scheduled Close Out:* 02/01/24

11. **Knowles Reconstruction (Phase I)**

- a. *100% Complete:* Contractor has completed the city's final inspection punch list.
- b. Waiting on the contractor to complete the required paper work for final acceptance.

12. **Knowles Reconstruction (Phase I&II, and II&III)**

- a. Phase I of (Knowles Phase I&II) contract time is 735 calendar days, 120 used to date.
- b. 100 % Complete:
  - i. All water and storm drain (Fossil Wood north to the park)
  - ii. Paving sub-grade complete (ready for concrete paving to begin)
- c. *Scheduled:*
  - i. 01/22/24: Paving operations to begin
  - ii. *Mid March:* Scheduled completion for phase I&II
  - iii. 01/22/24: Water construction in Phase II of (Knowles II&III)

13. **Northwest Booster Pump**

- a. *Scheduled 02/15/24:* Waiting for contractor to replace the roof that was damaged during transport and for Oncor to run power to pump station.
- b. *Scheduled Completion Date:* 03/07/24

14. **Saginaw Library**

- a. *100% Complete:* Sanitary sewer and drainage (waiting on a final change order for extra work that was performed.)
- b. *Dirt Work:* Contractor started the dirt work for the site and building.

15. **Senior Living Phase III**

- a. *100% Complete:* Utilities (Working on Infrastructure)
- b. *Scheduled Completion Date:* 06/30/25

16. **Taco Bueno/Papa John's Restaurant**

- a. *100% Complete:* Complete waiting on contractors final paper work before final acceptance.

17. **Thompson Sidewalks**

- a. *Complete.*

18. **Tricon Saginaw**

- a. *100% Complete:* Public utilities
  - b. *50 % Complete:* Paving
  - e. *Scheduled Completion Date:* 04/15/24
19. **Shell Building (1480 Old Decatur Rd.)**
- a. *100% Complete:* Public Utilities
  - b. *In Progress:* Testing on all Utilities
  - c. *Scheduled Completion Date:* Unknown.
20. **Switchgrass Improvements**
- a. Waiting on contractor to mobilize.
21. **UCD Saginaw**
- a. *In Progress:* Contractor is back on site to finish the remaining work contractor demobilized until TXDOT work was completed; Working on the city's final inspection punch list.
  - b. *Scheduled Completion Date:* Late February

*\*\*All information received and confirmed by Bill Hurst, Senior Inspection Manager.*



# City of Saginaw

## Planning & Zoning Commission Memorandum

---

Prepared By:

### Adjournment

Meeting	Agenda Group	
Tuesday, February 13, 2024, 6:00 PM	Adjournment	Item: 6A
Reference File		

### **BACKGROUND/DISCUSSION:**

text placeholder

### **FINANCIAL IMPACT:**

N/A

### **RECOMMENDATION:**

N/A