



NOTICE OF REGULAR MEETING

March 17, 2020

SHENANDOAH PLANNING AND ZONING COMMISSION

STATE OF TEXAS
COUNTY OF MONTGOMERY
CITY OF SHENANDOAH

AGENDA

NOTICE IS HEREBY GIVEN that the Regular Meeting of the Shenandoah Planning and Zoning Commission will be held on Tuesday, March 17, 2020 at 7:00 p.m. at the City of Shenandoah Municipal Complex, 29955 IH-45 North, Shenandoah, Texas for the purpose of considering the following:

1. CALL TO ORDER
2. CALL OF ROLL

CITIZEN'S FORUM

3. CITIZENS FORUM

Citizens are invited to speak for three (3) minutes on matters relating to city government that relate to agenda or non-agenda items. Speakers are asked to stand up to address the Planning and Zoning Commission and give their name and address before expressing their concerns.

Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by the Planning and Zoning Commission shall be limited to a proposal to place the subject on the agenda of a future meeting.

INDIVIDUAL CONSIDERATION

4. Presentation of an Planning and Zoning Commission Preliminary Report regarding the proposed zoning amendment for Special Use Permit Mixed Beverage Restaurant Permit with Food and Beverage Certificate. The proposed zoning amendment is for 1644 Research Forest Drive, Suite 100, Shenandoah, Texas.
5. Public Hearing regarding the proposed zoning amendment for Special Use Permit Mixed Beverage Restaurant Permit with Food and Beverage Certificate. The proposed zoning amendment is for 1644 Research Forest Drive, Suite 100, Shenandoah, Texas.
6. Presentation of an Planning and Zoning Commission Preliminary Report regarding the proposed zoning amendment for Special Use Permit Mixed Beverage Restaurant Permit with Food and Beverage Certificate. The proposed zoning amendment is for 1500 Research Forest Drive, Suite 240, Shenandoah, Texas.
7. Public Hearing regarding the proposed zoning amendment for Special Use Permit Mixed Beverage Restaurant Permit with Food and Beverage Certificate. The proposed zoning amendment is for 1500 Research Forest Drive, Suite 240, Shenandoah, Texas.

8. Discussion regarding curb address painting.
9. Discussion regarding adding parking spaces at the Toddler Park.
10. Discussion regarding updates to the Comprehensive Plan.
11. Consideration and possible to approve or deny Minutes of the December 17, 2019 Regular Meeting, January 7, 2020 Special Meeting and January 21, 2020 Regular Meeting of the Planning and Zoning Commission.
12. City Administration Updates

COMMISSIONER'S INQUIRY

13. Commissioner's Inquiry

The Planning and Zoning Commission may inquire about a subject not specifically listed on this agenda. Responses are limited to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision shall be limited to a proposal to place the subject on the agenda of a future meeting.

ADJOURN

There is the potential for a quorum of City Council members at this meeting.

City Hall is wheelchair accessible. A sloped entry is available at the entrance with specially marked parking spaces available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at (281) 298-5522 or Fax (281) 367-2225 for further information.

I certify that the attached notice of meeting was posted on the bulletin board at City of Shenandoah Municipal Complex, 29955 IH-45 North, Shenandoah, Texas, on the 13th day of March, 2020 at 1:30 p.m.



Jackie Thompson, Deputy City Secretary





Shenandoah Planning and Zoning Commission

AGENDA REPORT

AGENDA DATE: <u>March 17, 2020</u>	PREPARED BY: <u>Jackie Thompson</u>
DEPARTMENT: <u>Community Development</u>	EXHIBITS: <u>Preliminary Report, Property Location, SUP Application</u>

SUBJECT/PROCEEDING:

Preliminary Report regarding the proposed zoning amendment for a special use permit for a Mixed Beverage Restaurant Permit with Feed and Beverage Certificate. The proposed zoning amendment is for 1644 Research Forest, Suite 100, Shenandoah, Texas.

Public Hearing regarding the proposed zoning amendment for a special use permit for a Mixed Beverage Restaurant Permit with Feed and Beverage Certificate. The proposed zoning amendment is for 1644 Research Forest, Suite 100, Shenandoah, Texas.

RECOMMENDED ACTION:

BACKGROUND/DISCUSSION:

Lama Mediterranean Cuisine, located at 1644 Research Forest Drive, Suite 100 has requested a Special Use Permit to allow for a Mixed Beverage (On-Premise) Permit with Food and Beverage Certificate.

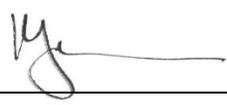
The Special Use Permit will the following permits be issued to the property.

Mixed Beverage Permit (MB) – Permit Authorizes the holder to sell mixed beverages form unsealed containers and wine, beer, ale, and malt liquor in container of any legal size for on-premise consumption.

Food and Beverage Certificate (FB) - A Food and Beverage Certificate may be issued to the holder of a Beer Retailer's On-Premise Permit or Wine and Beer Retailer's Permit if food service is the primary business being operated on the licensed premise or to the holder of a Mixed Beverage Permit or Private Club Permit if food service is available on the premises and the gross receipts of alcoholic beverages do not exceed 50% of total gross receipts.

The business is located in the "NS" – Neighborhood Service Zoning District.

APPROVALS:

DEPARTMENT HEAD		DATE: <u>March 13, 2020</u>
CITY ADMINISTRATOR		DATE: <u>March 13, 2020</u>

Shenandoah Planning & Zoning Commission
March 17, 2020 Public Hearing
Preliminary Report

Subject: Lama Mediterranean Cuisine has requested a Special Use Permit (SUP) at 1644 Research Forest Drive, Suite 100, Shenandoah, TX to allow for a Special Use Permit for a Mixed Beverage Permit with Food and Beverage Certificate.

Public Hearings: Planning & Zoning Commission – March 17, 2020
Planning & Zoning Commission – April 21, 2020
City Council – April 22, 2020

Current Zoning District: “NS” Neighborhood Service Zoning District

Proposed SUP: An alcohol permit is required to allow the sale of wine and beer for on-site consumption within any zoning district in the City. The requested SUP for a mixed beverage permit will allow the sale of mixed beverages from unsealed containers and wine beer, ale and malt liquor in containers from any legal size for on premise consumption. The SUP will be applicable to 1644 Research Forest Drive, Suite 100, Shenandoah, TX.

Prepared by: Jackie Thompson
Community Development Manager

Date Prepared: March 13, 2020



LAMA MEDITERRANEAN CUISINE AMRON, LLC

City of Shenandoah
29955 Interstate 45 North
Shenandoah, TX 77381

February 25, 2020

Dear City of Shenandoah,

My name is Alireza Amron, Managing Member of Amron, LLC and the owner of Lama Mediterranean Cuisine. My restaurant is located at 1644 Research Forest Dr, Suite 100, Shenandoah, TX 77381. I am in the process of applying for a MB (Mixed Beverage Permit) and FB (Food and Beverage Certificate) with the Texas Alcoholic Beverage Commission. I would like to request an Alcoholic Beverage Special Use Permit from the City of Shenandoah. Please let me know if you need further information.

Sincerely,



Alireza Amron



1644 Research Forest Dr
Suite 100
Shenandoah, TX 77381
281-292-5262



Submit this packet to the proper governmental entities to obtain certification for the type of license/permit for which you are applying as required by Sections 11.37, 11.39, 11.46(b), 61.37, 61.38, 61.42 and Rule §33.13
Contact your local TABC office to verify requirements of Sections 11.391 and 61.381 as you may be required to post a sign at your proposed location 60-days prior to the issuance of your license/permit.
All statutory and rule references mentioned in this application refer to and can be found in the Texas Alcoholic Beverage Code or Rules located on our website. www.tabc.texas.gov/laws/code_and_rules.asp

LOCATION INFORMATION

1. Application for: Original Add Late Hours Only License/Permit Number _____
 Reinstatement Reinstatement and Change of Trade Name License/Permit Number _____
 Change of Location Change of Location and Trade Name License/Permit Number _____

2. Type of On-Premise License/Permit
- | | |
|---|---|
| <input type="checkbox"/> BG Wine and Beer Retailer's Permit | <input type="checkbox"/> LB Mixed Beverage Late Hours Permit |
| <input type="checkbox"/> BE Beer Retail Dealer's On-Premise License | <input type="checkbox"/> MI Minibar Permit |
| <input type="checkbox"/> BL Retail Dealer's On-Premise Late Hours License | <input type="checkbox"/> CB Caterer's Permit |
| <input type="checkbox"/> BP Brewpub License | <input checked="" type="checkbox"/> FB Food and Beverage Certificate |
| <input type="checkbox"/> V Wine & Beer Retailer's Permit for Excursion Boats | <input type="checkbox"/> PE Beverage Cartage Permit |
| <input checked="" type="checkbox"/> MB Mixed Beverage Permit | <input type="checkbox"/> RM Mixed Beverage Restaurant Permit with FB |
| <input type="checkbox"/> O Private Carrier's Permit -Brewpubs (BP) with a BG only | <input type="checkbox"/> E Local Cartage Permit - Wine/Beer retailers (BG) Only |

3. Indicate Primary Business at this Location
- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Restaurant | <input type="checkbox"/> Sporting Arena, Civic Center, Hotel | <input type="checkbox"/> Bar |
| <input type="checkbox"/> Grocery/Market | <input type="checkbox"/> Sexually Oriented | <input type="checkbox"/> Miscellaneous _____ |

4. Trade Name of Location (Name of restaurant, bar, store, etc.)
LAMA MEDITERRANEAN CUISINE

5. Location Address
 1644 RESEARCH FOREST DR, STE 100

City SHENANDOAH	County MONTGOMERY	State TX	Zip Code 77381
--------------------	----------------------	-------------	-------------------

6. Mailing Address 1644 RESEARCH FOREST DR, STE 100	City SHENANDOAH	State TX	Zip Code 77381
--	--------------------	-------------	-------------------

7. Business Phone No. 281-29-5262	Alternate Phone No. 281-706-6347	E-mail Address momm1336@yahoo.com
--------------------------------------	-------------------------------------	--------------------------------------

OWNER INFORMATION

8. Type of Owner
- | | | |
|--|---|---|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Corporation | <input type="checkbox"/> City/County/University |
| <input type="checkbox"/> Partnership | <input checked="" type="checkbox"/> Limited Liability Company | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Limited Partnership | <input type="checkbox"/> Joint Venture | |
| <input type="checkbox"/> Limited Liability Partnership | <input type="checkbox"/> Trust | |

9. Owner of Business/Applicant (Name of Corporation, LLC, etc.)
AMRON, LLC

PRIMARY CONTACT PERSON

The primary contact person should be a person who can answer questions TABC may have about the application. The contact **phone and email are mandatory and must be active and updated regularly**. If additional information is needed, it will be requested from this contact person. **Delays in responding to requests may delay the processing and approval of your license/permit.**

10. Contact Person: KEVIN OR KRISTIN MCLEROY	Relation to Business: LICENSING SERVICE - AALP
Phone (mandatory): 936-539-4959	Email (mandatory): aalpserveu@gmail.com

TABC DATESTAMP

11. Are you, the applicant a veteran-owned business?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
12. Are you, the applicant a Historically Underutilized Business (HUB)?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
13. As indicated on the chart, enter the individuals that pertain to your business type: (For additional space, use Form L-OIC)			
Individual/Individual Owner		Limited Liability Company/All Officers or Managers	
Partnership/All Partners		Joint Venture/Venturers	
Limited Partnership/All General Partners		Trust/Trustee(s)	
Corporation/All Officers		City, County, University/Official	
Last Name AMRON	First Name ALIREZA	MI	Title MANAGING MEMBER
Last Name	First Name	MI	Title
Last Name	First Name	MI	Title

MEASUREMENT INFORMATION
Section 109.31 et seq.

14. Will your business be located within 300 feet of a church or public hospital?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<i>NOTE: For churches or public hospitals measure from front door to front door, along the property lines of the street fronts and in a direct line across intersections.</i>			
15. Will your business be located within 300 feet of any private/public school, day care or child care facility?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
15.a If "YES," are the facilities located on different floors or stories of the building?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>NOTE: For private/public schools, day care centers and child care facilities measure in a direct line from the nearest property line of the school, day care center or child care facility to the nearest property line of the place of business, and in a direct line across intersections.</i>			
<i>NOTE: For multistory building: businesses may be within 300 feet of a day care center or child care facility as long as the facilities are located on different floors of the building.</i>			
<i>NOTE: If located on or above the fifth story of a multistory building: measure in a direct line from the property line of the private/public school to property line of your place of business in a direct line across intersections vertically up the building at the property line to the base of the floor on which your business is located.</i>			
16. Will your business be located within 1,000 feet of a private school?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
17. Will your business be located within 1,000 feet of a public school?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

60-DAY SIGN

18. If required under Section 11.391 and 61.381, enter the exact date the 60-Day sign was posted at your location.	Exact Date (MM/DD/YYYY) 02-24-2020
--	---------------------------------------

ALL APPLICANTS

19. IF YOUR LOCATION IS NOT WITHIN THE CITY LIMITS, CHECK HERE
I, the applicant, have confirmed I am not located in the city limits of any city, therefore, city certifications are not required.

COMPLETE THE FOLLOWING CHECKLIST BEFORE SUBMITTING YOUR APPLICATION

Per Sec. 102.01, a tied house is defined as any overlapping ownership between those engaged in the alcoholic beverage industry at different levels of the three-tier system. No person having an interest in a permit issued by TABC may secure or hold, directly or indirectly, an ownership interest in a business on a different level.

All required forms have been completed.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
I have reviewed all forms to ensure they are complete.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
I have obtained all required local and state certifications (pages 3-5).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
All application packets have been notarized.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Phone numbers and email address for Contact Person are up to date.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
All additional documentation as required by the application packets is attached	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If required, out of state criminal history checks are attached (PHS #7).	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Certification of publication in local newspaper has been completed (page 5).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
A copy of the newspaper publication is attached (page 5).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

WARNING AND SIGNATURE

IF APPLICANT IS SHOWN AS:

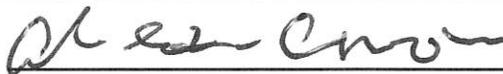
- Proprietorship
- Partnership
- Corporation
- Limited Partnership
- Limited Liability Partnership
- Limited Liability Company

WHO MUST SIGN:

- Individual Owner
- Partner
- Officer
- General Partner
- General Partner
- Officer/Manager

WARNING: Section 101.69 of the Texas Alcoholic Beverage Code states: "...a person who makes a false statement or false representation in an application for a permit or license or in a statement, report, or other instrument to be filed with the Commission and required to be sworn commits an offense punishable by imprisonment in the Texas Department of Criminal Justice for not less than 2 nor more than 10 years."

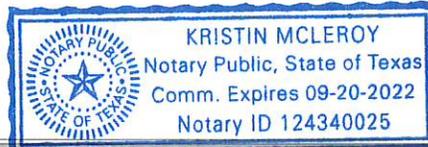
I, UNDER PENALTY OF LAW, HEREBY SWEAR THAT I HAVE READ ALL THE INFORMATION PROVIDED IN THE APPLICATION AND ANY ATTACHMENTS AND THE INFORMATION IS TRUE AND CORRECT. I ALSO UNDERSTAND ANY FALSE STATEMENT OR REPRESENTATION IN THIS APPLICATION CAN RESULT IN MY APPLICATION BEING DENIED AND/OR CRIMINAL CHARGES FILED AGAINST ME. I ALSO AUTHORIZE THE TEXAS ALCOHOLIC BEVERAGE COMMISSION TO USE ALL LEGAL MEANS TO VERIFY THE INFORMATION PROVIDED.

PRINT NAME ALIREZA AMRON SIGN HERE 

TITLE MANAGING MEMBER

Before me, the undersigned authority, on this 25th day of Feb, 2020, the person whose name is signed to the foregoing application personally appeared and, duly sworn by me, states under oath that he or she has read the said application and that all the facts therein set forth are true and correct.

SIGN HERE 
NOTARY PUBLIC



SEAL

CERTIFICATE OF CITY SECRETARY (FOR MB, RM & V)

Section 11.37

I hereby certify on this _____ day of _____, 20____, that the location for which the license/permit is sought is inside the boundaries of this city or town, in a "wet" area for such license/permit, and not prohibited by charter or ordinance in reference to the sale of such alcoholic beverages.

SIGN HERE _____, TEXAS
City Secretary/Clerk City

SEAL

CERTIFICATE OF CITY SECRETARY (FOR BG & BE)

Section 11.37 & 61.37

I hereby certify on this _____ day of _____, 20____, that the location for which the license/permit is sought is inside the boundaries of this city or town, in a "wet" area for such license/permit, and not prohibited by charter or ordinance in reference to the sale of such alcoholic beverages.

Election for given location was held for:

- legal sale of all alcoholic beverages
- legal sale of all alcoholic beverages except mixed beverages
- legal sale of all alcoholic beverages including mixed beverages
- legal sale of beer/wine (17%) on-premise **AFTER** Sept. 1, 1999
- legal sale of beer/wine (14%) on-premise **BEFORE** Sept. 1, 1999

OR IF ABOVE DOES NOT APPLY:

Be advised the location must have had two election passages per Section 25.14 or Section 69.17 of the TABC Code. One for beer and wine off-premise and one for mixed beverage.

- legal sale of beer and wine for off-premise consumption only

AND EITHER:

- legal sale of mixed beverages

OR

- legal sale of mixed beverages in restaurants by food and beverage certificate holders (applicant must apply for FB with BG or BE)

SIGN HERE _____, TEXAS
City Secretary/Clerk City

SEAL

CERTIFICATE OF CITY SECRETARY FOR LATE HOURS LICENSE/PERMIT

(LB & BL)

Chapters 29 & 70 et seq.

I hereby certify on this _____ day of _____, 20____, that one of the below is correct:

- The governing body of this city has by ordinance authorized the sale of *mixed beverages* between midnight and 2:00 A.M.; or
- The governing body of this city has by ordinance authorized the sale of *beer* between midnight and _____ A.M.; or
- The population of the city or county where premises are located was 500,000 or more according to the 22nd Decennial Census of the United States as released by the Bureau of the Census on March 12, 2001; or
- The population of the city or county where premises are located was 800,000 or more according to the last Federal Census (2010).

SIGN HERE _____, TEXAS
City Secretary/Clerk City

SEAL

CERTIFICATE OF COUNTY CLERK (FOR MB, RM & V)

Section 11.37

I hereby certify on this _____ day of _____, 20____, that the location for which the license/permit is sought is in a "wet" area for such license/permit, and is not prohibited by any valid order of the Commissioner's Court.

SIGN HERE _____ COUNTY
County Clerk

SEAL

CERTIFICATE OF COUNTY CLERK (FOR BG & BE)

Section 11.37 & 61.37

I hereby certify on this _____ day of _____, 20____, that the location for which the license/permit is sought is in a "wet" area and is not prohibited by any valid order of the Commissioner's Court.

Election for given location was held for:

- legal sale of all alcoholic beverages
- legal sale of all alcoholic beverages except mixed beverages
- legal sale of all alcoholic beverages including mixed beverages
- legal sale of beer/wine (17%) on-premise **AFTER** Sept. 1, 1999
- legal sale of beer/wine (14%) on-premise **BEFORE** Sept. 1, 1999

OR IF ABOVE DOES NOT APPLY:

Be advised the location must have had two election passages per 25.14 or 69.17 of the TAB Code. One for beer and wine off-premise and one for mixed beverage.

- legal sale of beer and wine for off-premise consumption only

AND EITHER:

- legal sale of mixed beverages

OR

- legal sale of mixed beverages in restaurants by food and beverage certificate holders (applicant must apply for FB with BG or BE)

SIGN HERE _____ COUNTY
County Clerk

SEAL

CERTIFICATE OF COUNTY CLERK FOR LATE HOURS LICENSE/PERMIT (LB & BL)

Chapters 29 & 70 et seq.

I hereby certify on this _____ day of _____, 20____, that one of the below are correct:

- The Commissioner's Court of the county has by order authorized the sale of **mixed beverages** between midnight and 2:00 A.M.; or
- The Commissioner's Court of the county has by order authorized the sale of **beer** between midnight and _____ A.M.; or
- The population of the city or county where premises are located was 500,000 or more according to the 22nd Decennial Census of the United States as released by the Bureau of the Census on March 12, 2001; or
- The population of the city or county where premises are located was 800,000 or more according to the last Federal Census (2010).

SIGN HERE _____ **COUNTY**
County Clerk

SEAL

COMPTROLLER OF PUBLIC ACCOUNTS CERTIFICATE

Section 11:46 (b) & 61:42 (b)

This is to certify on this _____ day of _____, 20____, the applicant holds or has applied for and satisfies all legal requirements for the issuance of a Sales Tax Permit under the Limited Sales, Excise and Use Tax Act or the applicant as of this date is not required to hold a Sales Tax Permit.

Sales Tax Permit Number _____ Outlet Number _____

Print Name of Comptroller Employee _____

Print Title of Comptroller Employee _____

SIGN HERE _____ **FIELD OFFICE** _____

SEAL

PUBLISHER'S AFFIDAVIT (FOR MB, LB, RM, BP, BG, BE, BL & V)

Section 11:39 and 61:38

Name of newspaper		ATTACH PRINTED COPY OF THE NOTICE HERE <u>Hover over to see example</u>
City, County		
Dates notice published in daily/weekly newspaper (MM/DD/YYYY)		
<i>Publisher or designee certifies attached notice was published in newspaper stated on dates shown.</i>		
Signature of publisher or designee		
Sworn to and subscribed before me on this date (MM/DD/YYYY)		
Signature of Notary Public		
SEAL		



Alcoholic Beverage Special Use Permit

City of Shenandoah, Texas
29955 I-45 North
Shenandoah, Texas 77381
281-298-5522
www.shenandoahtx.us

Upon completion return application to Development@shenandoahtx.us

Contact Information

Property Owner(s): Plaza Pines Investments LLC
Address: 723 S Casino Center Blvd 2nd Floor Las Vegas, NV
Zip Code: 89101 Phone: (858) 200-9408
Email Address: zsmith@capital-rev.com
Applicants: Amron, LLC (Alireza Amron, Managing Member)
Address: 16502 N Glade Drive Houston, TX
Zip Code: 77073 Phone: 281-706-6347
Email Address: momm1336@yahoo.com

Parcel Information

Type of Business: Restaurant
Legal Description: 5972162 - Wdlnds Metro Center 62, RES B, ACRES 1.6666
Street Address or Location: 1644 Research Forest Dr, Ste 100 Shenandoah, TX 77381

Submission Information

Description of the type of TABC Liquor License applying for and hours of operation: MB (Mixed Beverage Permit) & FB (Food and Beverage Certificate)
Mon-Thurs 11:00 AM - 9:00 PM
Fri & Sat 11:00 AM - 10:00 PM
Sunday 11:00 AM - 8:00 PM

This application is to be filed with the City of Shenandoah City Secretary:

Attn: City Secretary
29955 Interstate 45 North
Shenandoah, Texas 77381

The application must be submitted with the following:

- Cover letter of request on company letterhead
- A copy of the TABC application of liquor license.

The application must be submitted with a copy of the TABC application for liquor license and receipt for payment.

Each business that sells alcoholic beverages is required to also obtain a Beverage Permit from the City, which is renewed every two years when your State fees are paid. The fee for the Beverage Permit is one Half (1/2) of the State fee at each renewal.

Additional Information

Date Application received by the City Secretary: _____
Amount paid to the State: ^{MB \$6,602.00} ~~FB \$ 776.00~~ / ^{\$7,378.00} City Permit Fee (1/2 of the amount paid to the State): Exempt until 3rd year after issuance
Date Permit Issued: _____ ← Pending → Permit No. _____

Owner(s) of record for the above described parcel:

The Special Use Permit is the first step. Each business that sells alcoholic beverages is required to also obtain a Beverage Permit from the City, which is renewed annually when your State fees are paid. The fee for the Beverage Permit is one half (1/2) of the State fee.

Owner(s) of record for the above described parcel:

Signature: *[Handwritten Signature]* Date: 2-25-2020
Signature: _____ Date: _____
Signature: _____ Date: _____

Note: Signatures are required for all owners of record for the property proposed for Special Use Permit. Attach additional signatures on a separate sheet of paper.

<p>Date Received <i>Office Use</i></p>	
---	--

Public Hearings

Parties in interest and citizens shall have an opportunity to be heard at public hearings conducted by the Planning and Zoning Commission and the City Council before any amendment to a district regulation, restriction, or boundary shall become effective. Regularly scheduled meetings are as follows and will be held accordingly unless public notice has been given of a change of dates:

Planning and Zoning Commission (two public hearings): **3rd Tuesday of every month at 7:00 p.m.**

City Council: **4th Wednesday of every month at 7:00 p.m.**

Protests

If a protest against a proposed zoning change including PDD and SUP requests has been filed with the City Secretary, duly signed and acknowledged by the owners of twenty percent (20%) or more, either of the area of the land included in such a proposed change or those owners of property immediately adjacent to the subject property and extending two hundred feet (200) there from, such zoning change shall not become effective except by a three-fourths (3/4) vote of governing body in accordance with the provisions of Section 211.006 of the Texas Local Government Code.

Resubmission

Rezoning requests which have been heard and decided by the Council of the City of Shenandoah may not be re-filed with the city for six (6) months after the date of such decision by the Council, absent a change in circumstances.

Rezoning requests for the same property to a different classification than the denied request may be re-filed prior to the expiration of six (6) months.



Shenandoah Planning and Zoning Commission

AGENDA REPORT

AGENDA DATE: <u>March 17, 2020</u>	PREPARED BY: <u>Jackie Thompson</u>
DEPARTMENT: <u>Community Development</u>	EXHIBITS: <u>Preliminary Report, Property Location, SUP Application</u>

SUBJECT/PROCEEDING:

Preliminary Report regarding the proposed zoning amendment for a special use permit for a Mixed Beverage Restaurant Permit with Feed and Beverage Certificate. The proposed zoning amendment is for 1500 Research Forest, Suite 240, Shenandoah, Texas.

Public Hearing regarding the proposed zoning amendment for a special use permit for a Mixed Beverage Restaurant Permit with Feed and Beverage Certificate. The proposed zoning amendment is for 1500 Research Forest, Suite 100, Shenandoah, Texas.

RECOMMENDED ACTION:

BACKGROUND/DISCUSSION:

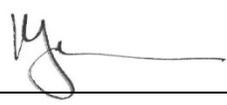
Ploy Thai Cuisine, located at 1500 Research Forest Drive, Suite 240 has requested a Special Use Permit to allow for a Mixed Beverage (On-Premise) Permit with Food and Beverage Certificate.

The Special Use Permit will the following permits be issued to the property.
Mixed Beverage Permit (MB) – Permit Authorizes the holder to sell mixed beverages form unsealed containers and wine, beer, ale, and malt liquor in container of any legal size for on-premise consumption.

Food and Beverage Certificate (FB) - A Food and Beverage Certificate may be issued to the holder of a Beer Retailer's On-Premise Permit or Wine and Beer Retailer's Permit if food service is the primary business being operated on the licensed premise or to the holder of a Mixed Beverage Permit or Private Club Permit if food service is available on the premises and the gross receipts of alcoholic beverages do not exceed 50% of total gross receipts.

The business is located in the "NS" – Neighborhood Service Zoning District.

APPROVALS:

DEPARTMENT HEAD		DATE: <u>March 13, 2020</u>
CITY ADMINISTRATOR		DATE: <u>March 13, 2020</u>

Shenandoah Planning & Zoning Commission
March 17, 2020 Public Hearing
Preliminary Report

Subject: Ploy Thai Cuisine has requested a Special Use Permit (SUP) at 1500 Research Forest Drive, Suite 240, Shenandoah, TX to allow for a Special Use Permit for a Mixed Beverage Permit with Food and Beverage Certificate.

Public Hearings: Planning & Zoning Commission – March 17, 2020
Planning & Zoning Commission – April 21, 2020
City Council – April 22, 2020

Current Zoning District: “NS” Neighborhood Service Zoning District

Proposed SUP: An alcohol permit is required to allow the sale of wine and beer for on-site consumption within any zoning district in the City. The requested SUP for a mixed beverage permit will allow the sale of mixed beverages from unsealed containers and wine beer, ale and malt liquor in containers from any legal size for on premise consumption. The SUP will be applicable to 1500 Research Forest Drive, Suite 240, Shenandoah, TX.

Prepared by: Jackie Thompson
Community Development Manager

Date Prepared: March 13, 2020





Alcoholic Beverage License Service
8556 Katy Freeway, Suite 102, Houston, TX 77024
Phone: 713-682-2100 Cell: 832-794-8800
www.ablstx.com judy@ablstx.com

January 17,2020

City of Shenandoah
29955 I H 45
Shenandoah, TX 77381

Attn: City Secretary

RE: New Mixed Beverage Permit and Food and Beverage Permit

Ploy Thai Cuisine
1500 Research Forest Drive, Ste 240
Shenandoah, TX 77380

Dear Madam:

Enclosed is the Prequalification Packet for the above applicant along with your Special Use city application and required documents. Please process the application and place the application on the docket for the next Planning and Zoning Meeting.

Please forward me the information (date and time) so that we may inform the applicant.

Once signed, please return the applications in the prepaid UPS return envelope enclosed for your convenience.

If you have any questions or need further information, please do not hesitate to contact me.

Thank You,

A handwritten signature in blue ink, appearing to read "Judy", is written below the "Thank You," text.

Ploy Thai Cuisin

1500 Research Forest driv

Phone: 281-465-839

Fax: 281-465-839

www.ploythaicuisine.co



January 29, 2020

Dear City of Shenandoah

Please allow this letter to request that my TABC application and Special Use Permit Application be put before the Planning and Zoning Commission at their next meeting for review.

Warm regards,

A handwritten signature in blue ink that reads "Pw Utama". The signature is fluid and cursive.

Patricia Utama Thomas
Owner & CEO
ph_utama@yahoo.com
Phone: 8326934677



TEXAS ALCOHOLIC BEVERAGE COMMISSION

Texans Helping Businesses & Protecting Communities

ABLS
8556 Katy Freeway, Ste 102
Houston, TX 77024
713-682-2100 cell 832-794-8800
judy@ablstx.com ablstx.com

ON-PREMISE PREQUALIFICATION PACKET

L-ON (9/2019)

Submit this packet to the proper governmental entities to obtain certification for the type of license/permit for which you are applying as required by Sections 11.37, 11.39, 11.46(b), 61.37, 61.38, 61.42 and Rule §33.13 Contact your local TABC office to verify requirements of Sections 11.391 and 61.381 as you may be required to post a sign at your proposed location 60-days prior to the issuance of your license/permit. All statutory and rule references mentioned in this application refer to and can be found in the Texas Alcoholic Beverage Code or Rules located on our website. www.tabc.texas.gov/laws/code_and_rules.asp

LOCATION INFORMATION

1. Application for: [X] Original [] Add Late Hours Only License/Permit Number [] Reinstatement [] Reinstatement and Change of Trade Name License/Permit Number [] Change of Location [] Change of Location and Trade Name License/Permit Number

2. Type of On-Premise License/Permit [] BG Wine and Beer Retailer's Permit [] BE Beer Retail Dealer's On-Premise License [] BL Retail Dealer's On-Premise Late Hours License [] BP Brewpub License [] V Wine & Beer Retailer's Permit for Excursion Boats [X] MB Mixed Beverage Permit [] O Private Carrier's Permit -Brewpubs (BP) with a BG only [] LB Mixed Beverage Late Hours Permit [] MI Minibar Permit [] CB Caterer's Permit [X] FB Food and Beverage Certificate [] PE Beverage Cartage Permit [] RM Mixed Beverage Restaurant Permit with FB [] E Local Cartage Permit - Wine/Beer retailers (BG) Only

3. Indicate Primary Business at this Location [X] Restaurant [] Sporting Arena, Civic Center, Hotel [] Bar [] Grocery/Market [] Sexually Oriented [] Miscellaneous

4. Trade Name of Location (Name of restaurant, bar, store, etc.) Ploy Thai Cuisine

5. Location Address 1500 Research Forest Drive, Suite 240

City: Shenandoah County: Montgomery State: TX Zip Code: 77380

6. Mailing Address 918 Owl Landing Dr City: Katy State: TX Zip Code: 77494

7. Business Phone No. 281-465-8399 Alternate Phone No. 832-693-4677 E-mail Address ph_utama@yahoo.com

OWNER INFORMATION

8. Type of Owner [] Individual [] Corporation [] City/County/University [] Partnership [X] Limited Liability Company [] Other [] Limited Partnership [] Joint Venture [] Limited Liability Partnership [] Trust

9. Owner of Business/Applicant (Name of Corporation, LLC, etc.) Ploy Thai Texas, LLC

PRIMARY CONTACT PERSON

The primary contact person should be a person who can answer questions TABC may have about the application. The contact phone and email are mandatory and must be active and updated regularly. If additional information is needed it will be requested from this contact person. Delays in responding to requests may delay the processing and approval of your license/permit.

10. Contact Person: Patricia Thomas Relation to Business: Owner Phone (mandatory): 832-693-4677 Email (mandatory): ph_utama@yahoo.com

TABC DATESTAMP

11. Are you, the applicant a veteran-owned business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
12. Are you, the applicant a Historically Underutilized Business (HUB)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
13. As indicated on the chart, enter the individuals that pertain to your business type: (For additional space, use Form L-OIC)			
Individual/Individual Owner		Limited Liability Company/All Officers or Managers	
Partnership/All Partners		Joint Venture/Venturers	
Limited Partnership/All General Partners		Trust/Trustee(s)	
Corporation/All Officers		City, County, University/Official	
Last Name Thomas	First Name Patricia	MI	Title Manager
Last Name Koekkoek	First Name Marinus	J	Title Manager
Last Name	First Name	MI	Title

MEASUREMENT INFORMATION

Section 109.31 et seq.

14. Will your business be located within 300 feet of a church or public hospital? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<i>NOTE: For churches or public hospitals measure from front door to front door, along the property lines of the street fronts and in a direct line across intersections.</i>	
15. Will your business be located within 300 feet of any private/public school, day care or child care facility? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
15.a If "YES," are the facilities located on different floors or stories of the building? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<i>NOTE: For private/public schools, day care centers and child care facilities measure in a direct line from the nearest property line of the school, day care center or child care facility to the nearest property line of the place of business, and in a direct line across intersections.</i>	
<i>NOTE: For multistory building: businesses may be within 300 feet of a day care center or child care facility as long as the facilities are located on different floors of the building.</i>	
<i>NOTE: If located on or above the fifth story of a multistory building: measure in a direct line from the property line of the private/public school to property line of your place of business in a direct line across intersections vertically up the building at the property line to the base of the floor on which your business is located.</i>	
16. Will your business be located within 1,000 feet of a private school? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
17. Will your business be located within 1,000 feet of a public school? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

60-DAY SIGN

18. If required under Section 11.391 and 61.381, enter the exact date the 60-Day sign was posted at your location.	Exact Date (MM/DD/YYYY) n/a
--	--------------------------------

ALL APPLICANTS

19. IF YOUR LOCATION IS NOT WITHIN THE CITY LIMITS, CHECK HERE
I, the applicant, have confirmed I am not located in the city limits of any city, therefore, city certifications are not required.

COMPLETE THE FOLLOWING CHECKLIST BEFORE SUBMITTING YOUR APPLICATION

Per Sec. 102.01, a tied house is defined as any overlapping ownership between those engaged in the alcoholic beverage industry at different levels of the three-tier system. No person having an interest in a permit issued by TABC may secure or hold, directly or indirectly, an ownership interest in a business on a different level.

All required forms have been completed.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
I have reviewed all forms to ensure they are complete.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
I have obtained all required local and state certifications (pages 3-5).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
All application packets have been notarized.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Phone numbers and email address for Contact Person are up to date.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
All additional documentation as required by the application packets is attached	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If required, out of state criminal history checks are attached (PHS #7).	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Certification of publication in local newspaper has been completed (page 5).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
A copy of the newspaper publication is attached (page 5).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

WARNING AND SIGNATURE

IF APPLICANT IS SHOWN AS:

- Proprietorship
- Partnership
- Corporation
- Limited Partnership
- Limited Liability Partnership
- Limited Liability Company

WHO MUST SIGN:

- Individual Owner
- Partner
- Officer
- General Partner
- General Partner
- Officer/Manager

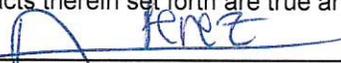
WARNING: Section 101.69 of the Texas Alcoholic Beverage Code states: "...a person who makes a false statement or false representation in an application for a permit or license or in a statement, report, or other instrument to be filed with the Commission and required to be sworn commits an offense punishable by imprisonment in the Texas Department of Criminal Justice for not less than 2 nor more than 10 years."

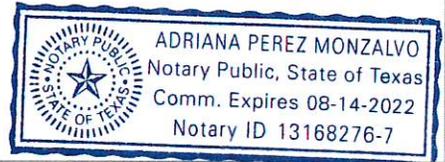
I, UNDER PENALTY OF LAW, HEREBY SWEAR THAT I HAVE READ ALL THE INFORMATION PROVIDED IN THE APPLICATION AND ANY ATTACHMENTS AND THE INFORMATION IS TRUE AND CORRECT. I ALSO UNDERSTAND ANY FALSE STATEMENT OR REPRESENTATION IN THIS APPLICATION CAN RESULT IN MY APPLICATION BEING DENIED AND/OR CRIMINAL CHARGES FILED AGAINST ME. I ALSO AUTHORIZE THE TEXAS ALCOHOLIC BEVERAGE COMMISSION TO USE ALL LEGAL MEANS TO VERIFY THE INFORMATION PROVIDED.

PRINT NAME Patricia Thomas SIGN HERE 

TITLE Manager

Before me, the undersigned authority, on this 16th day of Jan, 2020, the person whose name is signed to the foregoing application personally appeared and, duly sworn by me, states under oath that he or she has read the said application and that all the facts therein set forth are true and correct.

SIGN HERE 
NOTARY PUBLIC



SEAL

CERTIFICATE OF CITY SECRETARY (FOR MB, RM & V)

Section 11.37

I hereby certify on this _____ day of _____, 20____, that the location for which the license/permit is sought is inside the boundaries of this city or town, in a "wet" area for such license/permit, and not prohibited by charter or ordinance in reference to the sale of such alcoholic beverages.

SIGN HERE _____, TEXAS
City Secretary/Clerk City

SEAL

CERTIFICATE OF CITY SECRETARY (FOR BG & BE)

Section 11.37 & 61.37

I hereby certify on this _____ day of _____, 20____, that the location for which the license/permit is sought is inside the boundaries of this city or town, in a "wet" area for such license/permit, and not prohibited by charter or ordinance in reference to the sale of such alcoholic beverages.

Election for given location was held for:

- legal sale of all alcoholic beverages
- legal sale of all alcoholic beverages except mixed beverages
- legal sale of all alcoholic beverages including mixed beverages
- legal sale of beer/wine (17%) on-premise **AFTER** Sept. 1, 1999
- legal sale of beer/wine (14%) on-premise **BEFORE** Sept. 1, 1999

OR IF ABOVE DOES NOT APPLY:

Be advised the location must have had two election passages per Section 25.14 or Section 69.17 of the TABC Code. One for beer and wine off-premise and one for mixed beverage.

- legal sale of beer and wine for off-premise consumption only

AND EITHER:

- legal sale of mixed beverages

OR

- legal sale of mixed beverages in restaurants by food and beverage certificate holders (applicant must apply for FB with BG or BE)

SIGN HERE _____, TEXAS
City Secretary/Clerk City

SEAL

**CERTIFICATE OF CITY SECRETARY FOR LATE HOURS LICENSE/PERMIT
(LB & BL)**

Chapters 29 & 70 of sec.

I hereby certify on this _____ day of _____, 20_____, that one of the below is correct:

- The governing body of this city has by ordinance authorized the sale of **mixed beverages** between midnight and 2:00 A.M.; or
- The governing body of this city has by ordinance authorized the sale of **beer** between midnight and _____ A.M.; or
- The population of the city or county where premises are located was 500,000 or more according to the 22nd Decennial Census of the United States as released by the Bureau of the Census on March 12, 2001; or
- The population of the city or county where premises are located was 800,000 or more according to the last Federal Census (2010).

SIGN
HERE

_____, TEXAS
City Secretary/Clerk City

SEAL

CERTIFICATE OF COUNTY CLERK (FOR MB, RM & V)

Section 14.37

I hereby certify on this _____ day of _____, 20_____, that the location for which the license/permit is sought is in a "wet" area for such license/permit, and is not prohibited by any valid order of the Commissioner's Court.

SIGN
HERE

_____, COUNTY
County Clerk

SEAL

CERTIFICATE OF COUNTY CLERK (FOR BG & BE)

Section 14.37 & 61.37

I hereby certify on this _____ day of _____, 20_____, that the location for which the license/permit is sought is in a "wet" area and is not prohibited by any valid order of the Commissioner's Court.

Election for given location was held for:

- legal sale of all alcoholic beverages
- legal sale of all alcoholic beverages except mixed beverages
- legal sale of all alcoholic beverages including mixed beverages
- legal sale of beer/wine (17%) on-premise **AFTER** Sept. 1, 1999
- legal sale of beer/wine (14%) on-premise **BEFORE** Sept. 1, 1999

OR IF ABOVE DOES NOT APPLY:

Be advised the location must have had two election passages per 25.14 or 69.17 of the TAB Code. One for beer and wine off-premise and one for mixed beverage.

- legal sale of beer and wine for off-premise consumption only

AND EITHER:

- legal sale of mixed beverages

OR

- legal sale of mixed beverages in restaurants by food and beverage certificate holders (applicant must apply for FB with BG or BE)

SIGN
HERE

_____, COUNTY
County Clerk

SEAL

CERTIFICATE OF COUNTY CLERK FOR LATE HOURS LICENSE/PERMIT (LB & BL)

Chapters 29 & 70 et seq

- I hereby certify on this _____ day of _____, 20____, that one of the below are correct:
- The Commissioner's Court of the county has by order authorized the sale of **mixed beverages** between midnight and 2:00 A.M.; or
 - The Commissioner's Court of the county has by order authorized the sale of **beer** between midnight and _____ A.M.; or
 - The population of the city or county where premises are located was 500,000 or more according to the 22nd Decennial Census of the United States as released by the Bureau of the Census on March 12, 2001; or
 - The population of the city or county where premises are located was 800,000 or more according to the last Federal Census (2010).

SIGN

HERE _____

County Clerk

_____ COUNTY

S E A L

COMPTROLLER OF PUBLIC ACCOUNTS CERTIFICATE

Section 11.46 (b) & 61.42 (b)

This is to certify on this 28 day of January, 2020, the applicant holds or has applied for and satisfies all legal requirements for the issuance of a Sales Tax Permit under the Limited Sales, Excise and Use Tax Act or the applicant as of this date is not required to hold a Sales Tax Permit.

Sales Tax Permit Number 32072346987 Outlet Number 00001

Print Name of Comptroller Employee Chiras Bhalega

Print Title of Comptroller Employee enforcement officer

SIGN

HERE _____

FIELD OFFICE Houston SW (2430)

S E A L

PUBLISHER'S AFFIDAVIT (FOR MB, LB, RM, BP, BG, BE, BL & V)

Section 11.39 and 61.38

Name of newspaper		ATTACH PRINTED COPY OF THE NOTICE HERE Hover over to see example
City, County		
Dates notice published in daily/weekly newspaper (MM/DD/YYYY)		
<i>Publisher or designee certifies attached notice was published in newspaper stated on dates shown.</i>		
Signature of publisher or designee Sworn to and subscribed before me on this date (MM/DD/YYYY)		
Signature of Notary Public		
S E A L		



Shenandoah Planning and Zoning Commission

AGENDA REPORT

AGENDA DATE: March 17, 2020

PREPARED BY: Jackie Thompson

DEPARTMENT: Public Works

EXHIBITS: Painting options

SUBJECT/PROCEEDING:

Discussion regarding curb address painting.

BACKGROUND/DISCUSSION:

During the February 12, 2020 meeting, Council discussed options for painting address numbers on the curb in front of resident homes. Some homes in the city do not have their address number on the home or it is obscured and difficult to locate and read from the roadway. This presents problems with packages getting delivered to the wrong home and makes it more difficult for emergency services to locate the correct home during an emergency response.

Staff and Council have discussed two possible options:

Option 1: City coordinates contractor and resident payments

- The service is at the request of the resident and will be paid for by the resident through the City's EZ Pay system.
- The service will be offered as a one-time service. Notifications can be made on the website, social media, and a utility billing insert. A deadline for payment will be set and the work will start a short time after that.
- No maintenance will be performed after install. Paint should last 3-5 years according to installer.

Option 2: Residents select contractor and pay directly

- Residents select a contractor and pay for the services individually.
- The contractor must comply with the standards set by the City.

In both scenarios, the City would set a standard by ordinance for the address painting:

- The appearance shall have a 6" high background with up to 4" numbering.
- Placement shall follow a straight line from the front door to curb. Off-set is allowed to avoid printing numbering on driveways, seams, damaged curb, and storm inlets.
- The City cannot use trademarked logos, text, or symbols.

In both cases, residents will be required to have written permission from their Home (or Property) Owners Association in particular neighborhoods with privately maintained streets.

Planning and Zoning was asked to discuss the options and provide recommendation to City Council on proceeding forward with options of address paintings or adopting a standard for the City.

APPROVALS:

DEPARTMENT HEAD

DATE: March 13, 2020

CITY ADMINISTRATOR

DATE: March 13, 2020

Joseph Peart

From: Joseph Peart
Sent: Tuesday, January 21, 2020 1:11 PM
To: Kathie Reyer
Subject: FW: Pricing

See below with pricing from the curb painting contractor (Cool Curb).

Thoughts?

Option #1 with full logo: \$35
Option #1 with logomark: \$30
Option #2 : \$40
Option #3 : \$45

Option #1



Option #2



Option #3



Joseph Peart
Public Works Director

City of Shenandoah
29955 Interstate 45 North
Shenandoah, Texas 77381

281.298.5522 Main
832.585.8143 Direct
www.shenandoahtx.us

Attention: This email, plus any attachments, may constitute a public record of the City of Shenandoah and may be subject to public disclosure under the Texas Public Information Act. A "reply to all" of this e-mail by Public Officials could lead to violations of the Texas Open Meetings Act. Please reply only to the sender.

Joseph Peart

From: Carlos Morales <info@coolcurb.com>
Sent: Monday, January 6, 2020 2:28 PM
To: Joseph Peart
Subject: Re: Cool Curb Address Painting

Hi there Joseph! Hope you're having a good new year!

The pricing I sent you is for the 6" white background with reflective glass beads and 4" black numbering for barrier or "monolithic curbs".

I forgot we discussed 2 sizes, But for the 12" white background with reflective glass beads and 6" black numbering for mountable curb or "roll curb", the price would be \$23.00 ea and \$3.00 for reflective per curb. So, \$25.00 ea.

Giving us all the orders at once will definitely be best. When we work with with HOA's, we receive 50% deposit and the remaining balance upon completion of the project.

We look forward to working with you soon!

Carlos Morales
Cool Curb
832-548-0354

Sent from my iPad

> On Jan 6, 2020, at 11:00 AM, Joseph Peart <jpeart@shenandoahtx.us> wrote:

>

> Thanks for getting back to me. We will opt for the reflective coating.

>

> A couple of questions:

>

> 1) Is this the pricing for the layout we discussed over the phone?

> a) 12" white background with reflective glass beads and 6" black numbering for mountable curb or "roll curb".

> b) 6" white background with reflective glass beads and 4" black numbering for barrier curb or "monolithic curb".

>

> 2) Do you have any pictures of addresses you have completed that you could send me?

>

> The idea is that I will collect payment from our residents at one time and send it to you as one large project. After satisfactory completion, the City will make full payment.

>

> I will be discussing this with City Council on the 8th so I'll need a response quickly. Thanks!

>

>

>

> Joseph Peart

> Public Works Director

>
> City of Shenandoah
> 29955 Interstate 45 North
> 281.298.5522 Main
> 832.585.8143 Direct
> www.shenandoahtx.us
>
>
> -----Original Message-----
> From: Charlie [mailto:carlosamorales86@gmail.com]
> Sent: Friday, January 3, 2020 2:37 PM
> To: Joseph Peart <jpeart@shenandoahtx.us>
> Subject: Cool Curb Address Painting
>
> Hi Joseph, I received your voice mail. The email was saved in my drafts  Thank you for reaching out.
>
> The pricing would be \$17.00 per curb and if you would like to add the reflective coating it would be an extra \$2.00 per curb.
>
> The minimum order is 10 in case they're are going to be ordered at different times.
>
> We look forward to working with you soon!
>
> Enthusiastically,
>
> Carlos Morales
> 951-880-3338



Shenandoah Planning and Zoning Commission

AGENDA REPORT

AGENDA DATE: March 17, 2020
DEPARTMENT: Public Works

PREPARED BY: Jackie Thompson
EXHIBITS: Parking options

SUBJECT/PROCEEDING:

Discussion regarding adding parking spaces at the Toddler Park.

BACKGROUND/DISCUSSION:

MDD and City Council have discussed options for providing parking spaces at the Toddler Park. Options included:

1. Parallel parking spaces are typically 20' – 24' long. They are either 9' wide to allow doors to open in the parking space or 6.5' wide requiring doors to open into the travel way. Installation of the parking in the location attached will require relocation of fiber optics, two water valves and trees. It will also likely require the installation of a retaining wall or relocation of the connecting pathway piece. Staff roughly estimates the cost at \$50,000 for two spaces or \$75,000 for three spaces.
2. Adding parking on the eastern portion of the park. After applying the 25' setback from front and 5' setback from side there is adequate spacing for two parking spaces with one being van access handicapped parking. Approximate cost for this type of project is \$35,000 to \$45,000.
3. Expand the shoulder of the roadway at the Toddler Park which would allow additional space for on-street parking. Adding an additional 6' of shoulder between the existing sidewalk ramps would cost approximately \$10,000 to \$15,000.

Planning and Zoning was asked to discuss the options and provide recommendation to City Council on proceeding forward with options for additional parking.

APPROVALS:

DEPARTMENT HEAD _____

DATE: March 13, 2020

CITY ADMINISTRATOR _____

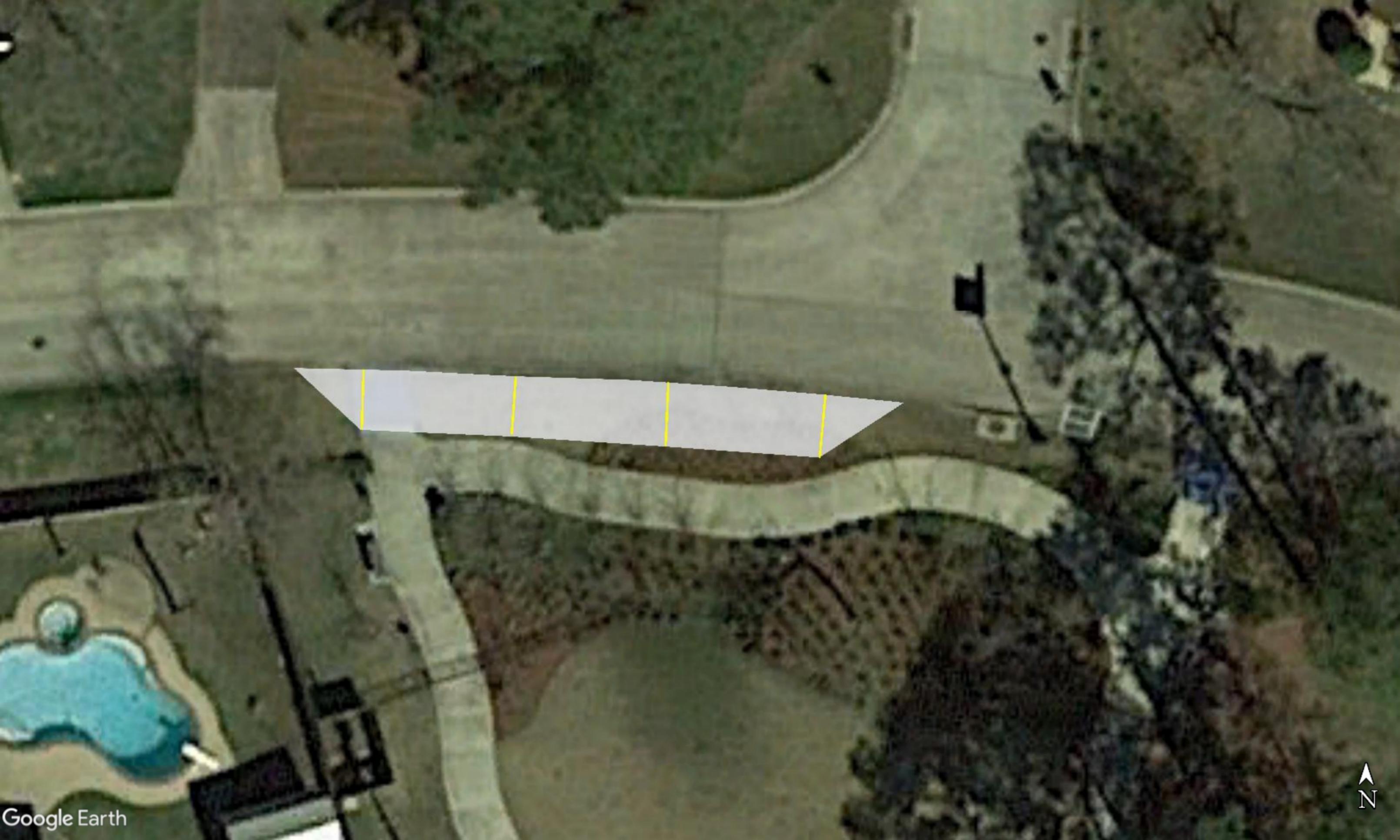
DATE: March 13, 2020



24'

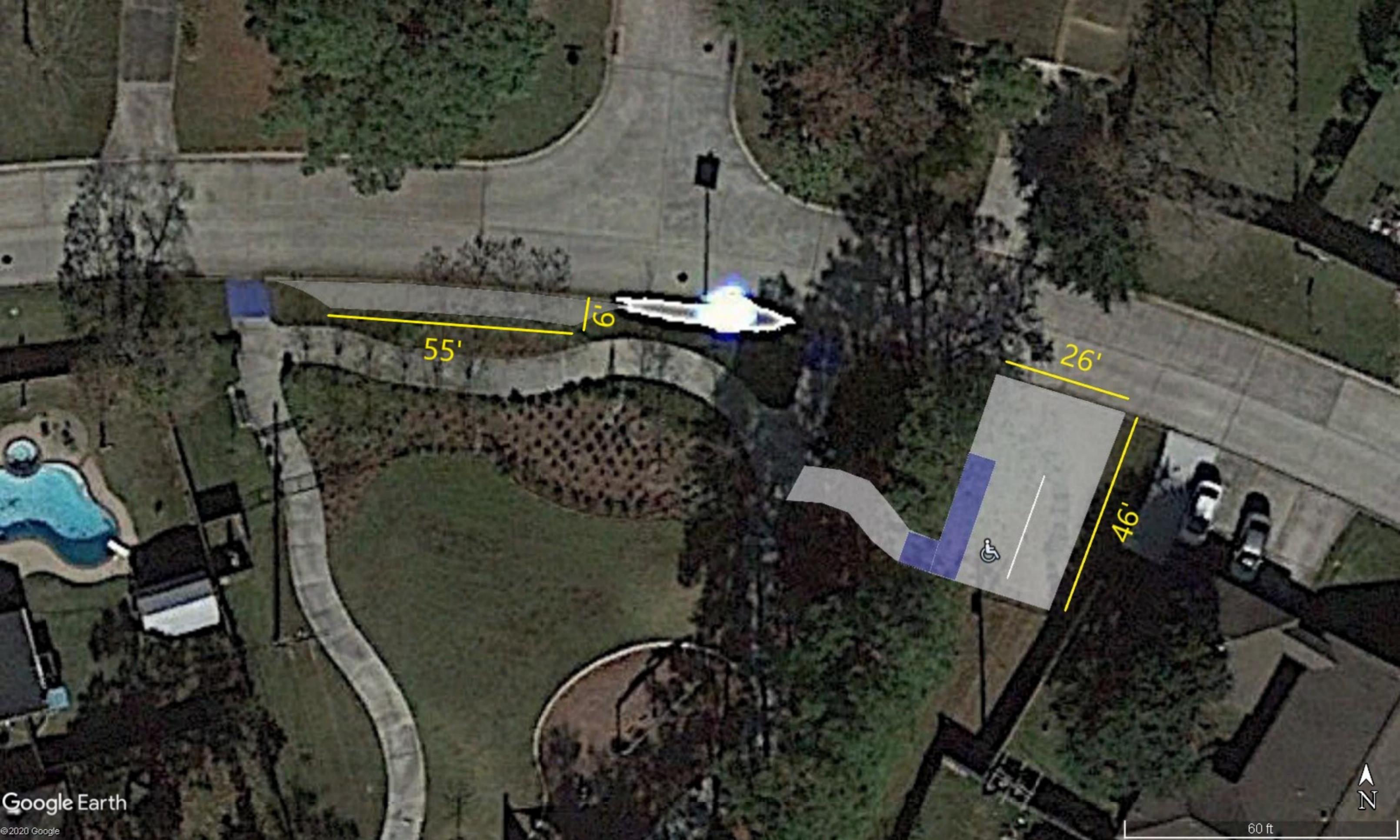
9'











55'

6'

26'

46'











Shenandoah Planning and Zoning Commission

AGENDA REPORT

AGENDA DATE: <u>March 17, 2020</u>	PREPARED BY: <u>Jackie Thompson</u>
DEPARTMENT: <u>Community Development</u>	EXHIBITS: _____

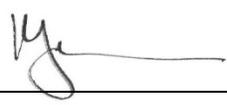
SUBJECT/PROCEEDING:

Discussion regarding updates to the Comprehensive Plan.

BACKGROUND/DISCUSSION:

1. Why update the current Comprehensive Plan
2. Review current Comprehensive Plan maps
3. Review map of undeveloped land in the City and its ETJ
4. Discussion of known potential new developments
5. Discuss areas in need of redevelopment
6. Staff thoughts about future land use

APPROVALS:

DEPARTMENT HEAD	<u></u>	DATE: <u>March 13, 2020</u>
CITY ADMINISTRATOR	<u></u>	DATE: <u>March 13, 2020</u>

MINUTES OF REGULAR MEETING
December 17, 2019
PLANNING & ZONING COMMISSION

1. CALL TO ORDER

The meeting was called to order by Chairman Ash at 7:00 p.m.

2. CALL OF ROLL

Commissioners present Chairman Ash, Mr. Bob Galatas, Mr. Wally Westbrook , and Mr. Jim Pollard. Also present were Jackie Thompson, Stacie Newsom, and Officer Bledsoe.

Commissioner Mr. Wes Stevens was absent.

3. CITIZENS FORUM

Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Planning and Zoning Commission shall be limited to a proposal to place that subject on the agenda of a future meeting.

Chairman Ash advised none for the record.

4. Consideration and possible action to approve or deny a sign exception to allow for an additional wall sign and existing wall signs (above the allowed number of signs) to remain on the front elevation. The proposed sign exception if for 19103 I-45, Shenandoah Texas.

Mrs. Thompson advised the Commission the Home Depo Store located at Research Forest and I-45 has submitted for a sign exception application for the commission to review based off of a denied set of plans that staff returned to the property. The application includes an additional wall sign, and they would like to leave the existing walls signs on the building at the west elevation. The sign ordinance allows the development one front wall sign and one rear or side wall sign. Plans were denied based off of those sections. The number of permitted sign on the elevation and noted that they were going to have to remove the nonconforming sign, which would be garden center and contractor pickup. Sign A is a new tool sign rental which will be a wall sign on the front elevation, sign C is under the canopy along the doors that say contractor pickup. They have an existing wall sign & a garden center wall sign, with the existing pole sign at I-45. What has prompted this is they are doing expansion to the building to add the tool rental center. The current ordinance would require them at the issuance of a sign permit they would have to remove the garden center sign, and the contractor pickup sign. Commissioner Galatas asked why would you need to take down two to get one. Mrs. Thompson advised they are not allowed signs, they do not comply with the current ordinance. Commissioner Pollard asked if everything was in compliance now? Mrs. Thompson advised no, the site would not be in compliance as it is. Commissioner Pollard asked as it currently is? Mrs. Thompson advised no the site would not be in compliance out of our

current ordinance. Mrs. Thompson ask the reprehensive from Home Depo Rosalyn Holdefield, if she was aware when the signs were originally put up. Mrs. Rosalyn Holdefield advised that they would have all been put up when the building was built. Mrs. Thompson advised that these signs would have been installed previous to our current ordinance. But what the current ordinance does require that the site does come into compliance. So Home Depo would be required to remove these signs or again ask for an exception to allow these specific sign to remain on the site. In addition that the tool rental sign would not be allowed, because they already have a wall sign on the west elevation. Commissioner Galatas stated that he read in there submittal that with the additional square footage that they would be intitled to so many feet of signage, what was that about? Mrs. Thompson advised that would be allowed two square feet for every liner foot, so technical a single wall sign on the front of their building could be increased by forty square feet, with the addition of the twenty foot. But not to be confused they are not expanding the front, they are expanding the side where they are wanting the signage. Commissioner Westbrook asked the existing signage on the building, does it comply with the new business as far as the style? Mrs. Thompson advised, yes. Mrs. Rosalyn Holdefield stated they are not touching the exiting signs, that the signs are now nonconforming, but they were conforming when the opened up the building back years ago. What is causing this, is they are adding a tool rental store to this store, they are expanding adding a little square footage to the store itself. So we are allowed to have signs on all four signs of the building, because we front four sides, I-45, Alexandra Ln, David Memorial Dr, & Tamina Rd. We are not asking for any other additional sign, we are fine, we just want our customers to understand that they now have separate entrance to the tool rental facility, they can enter and exit there, they do not have to deal with the main part of the building at all. And just to point out each one of the signs are over a separate entrance. Chairman Ash asked if the tool renal sign was the only sign on that elevation would it be conforming? Mrs. Thompson advised yes. Commissioner Galatas asked if it was moved to the side would it be allowed. Mrs. Thompson advised that they would still run into the issues that they would be required to take down the garden center & contractor pickup sign. Chairman Ash asked that they rules of the IDC say that even if you were here before the sign ordinance you have to come into compliance. Mrs. Thompson advised, yes, the language reads the issuant of a sign permit for a new or replacement sign shall be subject to condition that all non-conforming sign on the property shall be removed or brought into conformance as part of the issuant of the sign permit. Chairman Ash asked they only way to bring them in to conformance is to remove. Mrs. Thompson advised that they could technical be called directorial sign, but that's the sign limitation, but that would not apply in this. Commissioner Westbrook asked the existing sign that are there match as far as style of letters and things like that everything that we have on the books right now. Mrs. Thompson advised yes, there is no issue with the appearance of the sign, it's the number of signs. Commissioner Westbrook stated that he had a discussion with the City Attorney, Mr. Ferebee, we have an ordinance, and people come, just like tonight, and are asking for additional signs when we have an ordinance, how do we handle that? He stated that this is why ya'll are on the

planning and zoning so you can handle all of this, separately and individually. Chairman Ash stated they could grant an exception for the tool rental sign. Mrs. Thompson advised that you are making an exception for the tool rental sign only, not any of the existing signage. If they wanted to come in and put an illuminated sign that has garden center, then they would have to come back before this commission. Commissioner Westbrook stated that is why he wanted to about the exiting signs if they were in compliance. All we are doing is adding a sign. Mrs. Thompson advised and allowing to keep their existing signs. Commissioner Westbrook stated that it only makes sense to him that when you go into these big stores to know where you are going. Mrs. Thompson advised that this does not grant Home Depo permission to update those sign, just grant the permission remain as they are. Chairman Ash stated that if there was another change then they would need to come back. Mrs. Thompson advised yes. Commission Galatas stated that it is nice to have it case by case, sooner or later all signs will need a facelift Commissioner Westbrook stated that if in the future they wanted to update signs or freshen them up or anything. What effect on this current rules have? Mrs. Thompson advised that the maintance allowance in the sign ordinance would allow for the maintance of the sign. What comes into question by this committee would be if there would be a complete replacement of the sign if it did not fall under that maintenance and repair. So the sign ordinance give prevision to business to maintain and repair their signage up to a certain extent. This has been updated that amount to a more reasonable amount. Commissioner Westbrook asked about an old signage being updated, do they come in with the same size, and same color & same style but made in a shop somewhere, and just take the old one down and put the new one up. Mrs. Thompson advised that it would be hard to answer that, it would really be how the maintance plan is submitted by Home Depo. Mrs. Rosalyn Holdefield stated that if any refresh of the signs with this store will need to be brought back before this commission.

COMMISSIONER WESTBROOK MADE A MOTION TO RECOMMEND APPROVAL FOR A SIGN EXCEPTION TO ALLOW FOR AN ADDITIONAL WALL SIGN AND EXISTING WALL SIGN (ABOVE THE ALLOWED NUMBER OF SIGNS) TO REMAIN ON THE FRONT ELEVATION. THE PROPOSED SIGN EXCEPTION IS FOR 19103 IH 45, SHENANDOAH, TEXAS
COMMISSIONER POLLARD SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY

5. Consideration and possible action to approve or deny a sign exception to allow a panel sign to exceed the allowable color requirements. The proposed sign exception is for the panel sign located at 8821 Metropark Drive, Shenandoah, Texas (Dave & Busters).

Mrs. Thompson advised that Dave and Buster has asked to do a face change to the pylon sign, there plans have their logo with their color call outs, based off of their register trademark they do not comply with our color requirements. Chairman Ash stated that we have seen this before. Mrs. Thompson

advised they had, with the buildings. Commissioner Galatas stated the fade of the colors. Mrs. Thompson advised, yes, this will have a white background, black fill with blue lettering and the logo that will have the ray of coloring in it. Chairman Ash asked if it was the same coloring as the building? Mrs., Thompson advised that yes, the trademark information is included in the agenda packet. Chairman Ash stated that the commission decided on the building this was okay. Commissioner Galatas stated that it would be weird to allowing on the building but not the sign.

COMMISSIONER GALATAS MADE A MOTION TO RECOMMEND APPROVAL FOR A SIGN EXCEPTION TO ALLOW A PANEL SIGN TO EXCEED THE ALLOWABLE COLOR REQUIREMENTS. THE PROPOSED SIGN EXCEPTION IS FOR THE PANEL SIGN LOCTAED AT 8821 METROPARK DRIVE, SHENANDOAH TEXAS. COMMISSIONER WESTBROOK SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY

6. Consideration and possible action to recommend approval or denial the minutes of the November 19, 2019 Regular Meeting of the Planning and Zoning Commission.

COMMISSIONER GALATA MADE A MOTION TO APPROVE THE NOVEMBER 19, 2019 REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION COMMISSIONER POLLARD SECONDED THE MOTION.

MOTION CARRIED UNANIMOUSLY

7. Commissioner's Inquiry.

Commissioner Westbrook asked about Centro, what is the statues? Mrs. Thompson advised that there was a deplanement agreement that was approved at City Council based off of the mediation, the developer will be meeting the masonry material on the front and rear of the homes, and using hardy plank on the side interior elevations, if its exposed to the outside of the development then they will meet the masonry.

ADJOURN

Chairman Ash called the meeting adjourned at 7:22 p.m.

SUBMITTED BY: _____

Courtney Clary, City Secretary

DATE APPROVED: _____

Chairman Ash

MINUTES OF SPECIAL MEETING
January 7, 2020
PLANNING & ZONING COMMISSION

1. CALL TO ORDER

The meeting was called to order by Chairman Ash at 7:00 p.m.

2. CALL OF ROLL

Commissioners present Chairman Ash, Mr. Bob Galatas, Mr. Wes Stevens , Mr. Mark Hendon, and Mr. Jim Pollard. Also present were Jackie Thompson, Stacie Newsom, and Officer Ferrand.

3. CITIZENS FORUM

Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Planning and Zoning Commission shall be limited to a proposal to place that subject on the agenda of a future meeting.

Chairman Ash advised none for the record.

4. Presentation of an Planning and Zoning Commission Preliminary Report regarding the proposed zoning amendment for Special Use Permit for Medical Services: General. The proposed zoning amendment is for 1500 Research Forest Drive, Suite 120, Shenandoah Texas.

Mrs. Thompson advised IV Bar the Woodlands has requested this special use permit for 1500 Research Forest Dr. Suite 120. The use permit would allow the applicant to provide service which include intravenous vitamin therapy, compression therapy, and intramuscular vitamin injections. The definition of medical services is outlined in the agenda report. Based off the location of neighborhood services of this facility they are required to have a special use permit. This is the first of two public hearings & a respective of IV Bar of the Woodlands is here if you have any questions..

5. Public Hearing regarding the proposed zoning amendment for Special Use Permit for Medical Services: General. The proposed zoning amendment is for 1500 Research Forest Drive, Suite 120, Shenandoah, Texas.

Open public hearing at 7.02

Commissioner Galatas asked if you need a doctor on site to do IV's? Rachel Koen with the IV Bars stated no, by the State of Texas they just have a medical director that over sees, and provides all of their protocols. They do require their selves to have a license medic or an RN. Commissioner Galatas asked could a person just show up and state they do not feel good, give me an IV and it happens? Rachel Koen stated that yes. Chairman Ash asked general people come in and it would take a hour? Rachel Koen stated that they have one that can take about ten minutes. Chairman Ash asked how is this paid for?

Rachel Koen stated, cash or credit. Commissioner Galatas stated not medical ? Rachel Koen stated no, out of pocket. Chairman Ash asked if they pay sales tax. Rachel Koen stated she did not know. Chairman Ash stated that he kind of like this, but wanting to know if this is generating sales tax. Commissioner Stevens asked if Rachel Koen was an operator of one of the stores? Rachel Koen stated yes, she has one Heights & Sugarland. Commissioner Stevens asked when you charge a customer, do you charge sales tax? Rachel Koen stated that she does not do that, that her people do that. She had never noticed. Commissioner Galatas asked how much a drip runs? Rachel Koen stated anywhere from ninety nine dollars up to two hundred and twenty five. Chairman Ash stated that she had listed three things that she will do. Rachel Koen stated that you can get the compression therapy for your legs and arms. It can help speed up recovery and helps with blood flow. Commissioner Stevens asked which one of the spaces would be occupied? Rachel Koen stated where the flower shop use to be. Commissioner Stevens asked what drew her to Shenandoah? Rachel Koen stated she grew up in Magnolia and went to school in Aldine. Chairman Ash asked if this was a franchise? Rachel Koen stated that no, it was a partnership & want start franchise until this year. Commissioner Stevens asked how many stores does the partnership operate? Rachel Koen stated that she and him have three, but he has about twenty. Commissioner Hendon asked do they do a membership basic? Rachel Koen stated that yes, they do. They just did a full year of membership and someone had a great ideal to do couples membership. Chairman Ash asked if it gives you a discount on the fees? Rachel Koen stated half off. Commission Galatas asked if they would carry insurance in case someone got an infection? Rachel Koen stated yes she has full coverage. Commissioner Pollard asked when they are planning on opening? Rachel Koen stated in two week, staffing has been the hardest, but she could have supplies here in two days. Commissioner Pollard asked how she was going to advertise it? Rachel Koen stated by an Instagram page, Facebook, reach out to the community, go to the area gyms and let them know. Commissioner Pollard stated that she could contact the community impact and they would run something for free. Commissioner Stevens stated that he had no other questions, but would like to follow up on the sales tax. Mrs. Thompson advised that yes she would follow up on the sales tax. Chairman Ash stated that he likes that it will draw people to the site, and would love it more if it generate sales tax. Commissioner Stevens stated that to the special use permit in the neighborhood services zone he does not see any impact on the residents adjacent or nearby. Commissioner Hendon stated that you have the Cryo four suites down. Chairman Ash closed the public hearing at 7:10 p.m.

6. City Administration Updates.

Mrs. Thompson advised that she would be sending out a yearlong calendar, just keep in mind that the special meeting are contingent upon request by applicant, and once again after she is able to confirm a quorum. They will be on there just to identify those dates, but will not be set meetings. And of course she will continue to send out the week prior reminder and follow up with the agenda closer to the end of the week before the meeting. Commissioner Stevens asked would we have a second meeting at a regular meeting? Mrs. Thompson advised yes.

7. Commissioner's Inquiry

Commissioner Galatas asked if there was any update to when the Groagans Mill Sign would be put back? Mrs. Thompson advised that no, the only thing she had was that there was a crew out the next day getting measurements. Commissioner Galatas stated that it was gone and been gone for about six months.

ADJOURN

Chairman Ash called the meeting adjourned at 7:11 p.m.

SUBMITTED BY: _____
Courtney Clary, City Secretary

DATE APPROVED: _____

Chairman Ash

MINUTES OF REGULAR MEETING
January 21, 2020
PLANNING & ZONING COMMISSION

1. CALL TO ORDER

The meeting was called to order by Chairman Ash at 7:00 p.m.

2. CALL OF ROLL

Commissioners present Chairman Ash, Mr. Wes Stevens , Mr. Mark Hendon, Mr. Bob Galatas and Mr. Jim Pollard. Also present were Jackie Thompson, Stacie Newsom, and Officer Ferrand.

3. CITIZENS FORUM

Responses to inquiries are limited by state law to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Planning and Zoning Commission shall be limited to a proposal to place that subject on the agenda of a future meeting.

Chairman Ash advised none for the record.

4. Presentation of an Planning and Zoning Commission Preliminary Report regarding the proposed zoning amendment for Special Use Permit for Medical Services: General. The proposed zoning amendment is for 1500 Research Forest Drive, Suite 120, Shenandoah Texas.

Mrs. Thompson advised this is the second of two public hearings for the IV Bar the Woodlands has requested this special use permit for 1500 Research Forest Dr. Suite 120. The use permit would allow the applicant to provide service which include intravenous vitamin therapy, compression therapy, and intramuscular vitamin injections. The property is located in the neighborhood services zoning district. The definition of medical services is outlined in the agenda report. Last time the commission did discuss, or raised the question if this use would provide sales tax for the City. After speaking with the comptrollers, the services provided would not be subject to sales tax. Commissioner Hendon asked if the membership would? Mrs. Thompson advised no.

5. Public Hearing regarding the proposed zoning amendment for Special Use Permit for Medical Services: General. The proposed zoning amendment is for 1500 Research Forest Drive, Suite 120, Shenandoah, Texas.

Open public hearing at 7.02

Chairman Ash stated that his concern was that the Birthing Center paid money in lieu of sales tax, but they are in a different district. Mrs. Thompson advised that yes they are in a district that specifies they have to generate sales tax, they are in the RC zone. This one is in the neighborhood services and there is no requirements for services in this district to provide the sales tax. Commissioner Stevens stated

that's because its general retail anyways. Mrs. Thomson advise yes, professional services and everyday uses. Chairman Ash asked that's what these would be considered professional services? Mrs. Thompson advised that yes, technically that it is a medical service, but it's a daily professional services, or amenities used by the residents.

Closed public hearing at 7:03

6. Consideration and possible action to recommend to City Council approval or denial regarding the proposed zoning amendment for Special Use Permit for Medical Service: General. The proposed zoning amendment is for 1500 Research Forest Drive, Suite 120, Shenandoah, Texas.

COMMISSIONER HENDON MADE A MOTION TO RECOMMANEND APPROVAL FOR CITY COUNCIL REGARDING THE PROPOSED ZONING AMENDMENT FOR SPECIAL USE PERMIT FOR MEDICAL SERVICE, 1500 RESEARCH FOREST DR. SUITE 120, SHENANDOAH, TEXAS COMMISSIONER POLLARD SECOND THE MOTION.

MOTION CARRIED UNANIMOUSLY

7. Consideration and possible to approved or deny Minutes of the November 25, 2019 Regular Meeting of the Planning and Zoning Commission.

COMMISSIONER GALATAS MADE A MOTION TO APPROVE THE MINUTES OF THE NOVEMBER 25, 2019 REGULAR MEETING COMMISSIONER POLLARD SECON THE MOTION.

MOTION CARRIED UNANIMOUSLY

8. City Administration Updates

Mrs. Thompson advised the Woodloft project which is the multi-family retail mixed use at intersection David Memorial and David Vetter did come in and pull their permit, it was issued last week.

9. Commissioner's Inquiry

None for the record

ADJOURN

Chairman Ash called the meeting adjourned at 7:05 p.m.

SUBMITTED BY: _____

Courtney Clary, City Secretary

DATE APPROVED: _____

Chairman Ash