



City of Highland Haven
510 Highland Drive, Suite A
Highland Haven TX 78654-8269
Phone: 830-265-4366 Fax: 512-366-9721

AGENDA – PLANNING & ZONING COMMISSION MEETING

DATE: January 9, 2025

TIME: 6:00 PM

PLACE: Highland Haven City Hall

1. Open meeting and Roll Call to Establish Quorum

Linda Enderlin	Chair	☐ Present	☐ Absent
Marvin Filla	Vice-Chair	☐ Present	☐ Absent
Debbie Dahlstrom	Secretary	☐ Present	☐ Absent
Connie Smith	Member	☐ Present	☐ Absent
Jackie Garrow	Member	☐ Present	☐ Absent

2. Pledge of Allegiance

3. Recognize visitors.

4. Public Comment

(At this time, any person with business before the P&Z Commission not scheduled on the agenda may speak to the Commission. No formal action can be taken on these items at this meeting. No discussion or deliberation can occur. Comments regarding specific agenda items should occur when the item is called.)

ACTION ITEMS

5. Consider Minutes from November 14, 2024, P&Z Meeting.

DISCUSSION ITEMS.

6. Discussion – Commercial Zoning

7. Discussion – Comprehensive Plan

a. Community Survey

INFORMATION ITEMS

8. P&Z Commission Member Comments.

9. Next Regular Meeting date February 13, 2025.

10. Items to be considered for the next agenda must be received by the Chair on or before February 3, 2025.

11. Adjournment.

Agenda Posted on January 2, 2025

CERTIFICATION OF POSTING

I, LEZLEY BAUM, CERTIFY THAT THE FOREGOING AGENDA HAS BEEN POSTED AT HIGHLAND HAVEN CITY HALL, 510 HIGHLAND DRIVE, SUITE A; HIGHLAND HAVEN, TX, ON THE INDOOR AND OUTDOOR NOTICE BOARDS OF CITY HALL, WHICH ARE CONVENIENTLY ACCESSIBLE TO THE PUBLIC AT ALL TIMES, AND THE CITY WEBSITE AT WWW.HIGHLANDHAVENTX.COM ON THE 2nd DAY OF JANUARY 2025, AND REMAINED SO POSTED FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING PURSUANT TO THE TEXAS GOVERNMENT CODE SECTION 551.



Lezley Baum

Lezley Baum, City Secretary



City of Highland Haven
510 Highland Drive, Suite A
Highland Haven TX 78654-8269
Phone: 830-265-4366 Fax: 512-366-9721

MINUTES – PLANNING & ZONING COMMISSION MEETING

DATE: November 14, 2024

TIME: 6:00 PM

PLACE: Highland Haven City Hall

1. Open meeting and Roll Call to Establish Quorum

Linda Enderlin	Chair	✓Present	□Absent
Marvin Filla	Vice-Chair	□Present	✓Absent
Debbie Dahlstrom	Secretary	✓Present	□Absent
Connie Smith	Member	✓Present	□Absent
Jackie Garrow	Member	✓Present	□Absent

2. Pledge of Allegiance

Linda Enderlin led in the Pledge of Allegiance.

3. Recognize visitors.

4. Public Comment

(At this time, any person with business before the P&Z Commission not scheduled on the agenda may speak to the Commission. No formal action can be taken on these items at this meeting. No discussion or deliberation can occur. Comments regarding specific agenda items should occur when the item is called.)

ACTION ITEMS

5. Consider Minutes from October 10, 2024, P&Z Meeting.

Motion to approve minutes from October 10, 2024, made by Connie Smith, seconded by Jackie Garrow.

Vote 3-0 Debbie Dahlstrom abstained.

6. Discussion and/or Possible Action – Planning and Zoning meeting dates December 2024.

Motion to cancel the December 12, 2024, Planning and Zoning meeting made by Linda Enderlin, seconded by Debbie Dahlstrom.

Vote 4-0

DISCUSSION ITEMS.

7. Discussion – Commercial Zoning

8. Discussion – Comprehensive Plan

a. Community Survey

INFORMATION ITEMS

9. P&Z Commission Member Comments.

10. Next Regular Meeting date To be determined

11. Items to be considered for the next agenda must be received by the Chair on or before To be determined.

12. Adjournment.

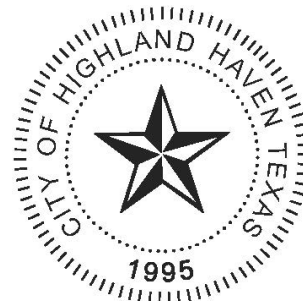
Motion to adjourn made by Jackie Garrow, seconded by Connie Smith.

Vote 4-0

The meeting adjourned at 7:45pm.

Linda Enderlin, Chair

Lezley Baum, City Secretary



City of Highland Haven Comprehensive Plan Development Community Survey

As we embark on creating a comprehensive plan for Highland Haven, we invite you to play a vital role in shaping our city's future. A comprehensive plan is a required document for Texas cities like ours, ensuring that we make informed decisions to meet the needs of our community. This plan will serve as a roadmap for Highland Haven, guiding key areas like land use, infrastructure, community services, and preserving the character we all value.

To make sure our plan accurately reflects who we are and what we need, we're asking for your insights through this community survey. This survey includes demographic questions to help us understand more about the residents and property owners, as well as broad questions about what things you would like to see the city accomplish moving forward. By learning more about the people in our community and what they desire, we can better address the needs of all who live here and plan for a sustainable, vibrant future. Thank you for taking a few moments to share your voice. Together, we can create a plan that supports Highland Haven's quality of life and helps our community thrive.

If you are interested in being a part of the Comprehensive Plan process or would like more information about this survey or the Comprehensive Plan please email cityadministrator@highlandhaventx.com or call (830) 265-4366.

The following survey is 20 questions that are broken into 8 different sections. All questions are optional. Please be sure and submit your responses at the end.

Section 1: Community Vision & Values

1. 1. Do you feel safe in your community?

Mark only one oval.

☐ Yes

☐ No

2. **Comments:**

3. **2. What do you value most about living in our city? (Select up to 3)**

Check all that apply.

- ☐ Quiet residential atmosphere
- ☐ Proximity to Lake LBJ
- ☐ Sense of community
- ☐ Safety and security
- ☐ Natural beauty
- ☐ Other (Please specify below)

4. ***If you answered Other, please specify or add any additional comments here:***

5. **3. What do you see as the biggest challenges facing our city in the next 10 years?**

Check all that apply.

- ☐ Managing growth and development
- ☐ Maintaining infrastructure
- ☐ Traffic and transportation
- ☐ Housing availability
- ☐ Aquatic Vegetation
- ☐ Preserving natural resources
- ☐ Groundwater availability
- ☐ Other (Please specify below)

6. ***If you answered Other, please specify or add any additional comments here:***

Section 2: Growth and Development

7. **4. Do you support commercial development along the highway at the entrance to the community?**

Mark only one oval.

- ☐ Strongly support
- ☐ Somewhat support
- ☐ Neutral
- ☐ Somewhat opposed
- ☐ Strongly opposed

8. ***Do you have any thoughts or opinions on development in the community (e.g. commercial development, residential development, etc.):***

Section 3: Housing

9. **5. Do you think the city needs more housing options?**

Mark only one oval.

- ☐ Single-family homes
- ☐ Allow multiple-family homes (e.g. apartments, townhouses)
- ☐ Allow senior/assisted living options
- ☐ Allow short-term vacation rentals
- ☐ No, current options are sufficient
- ☐ Other (please specify below)

10. ***If you answered Other, please specify or add any additional comments here:***

11. **6. How important is it to you that housing development in Highland Haven preserves the character of the existing neighborhood?**

Mark only one oval.

- ☐ Very important
- ☐ Somewhat important
- ☐ Neutral
- ☐ Not very important
- ☐ Not important at all

12. ***If you have any comments on housing, please add them here:***

Section 4: Infrastructure and Services

13. **7. How would you rate the condition of the city's infrastructure (roads, drinking water, parks, storage areas, etc.)?**

Mark only one oval.

- ☐ Excellent
- ☐ Good
- ☐ Fair
- ☐ Poor
- ☐ Very Poor

14. ***If you have any comments on the condition of the city's infrastructure, please add them here:***

15. **8. What infrastructure improvements are important to you? (Select up to 3)**

Check all that apply.

- ☐ Road maintenance and repair
- ☐ Water supply and quality
- ☐ Storm drainage system
- ☐ Aquatic vegetation
- ☐ Dove Park boat launching, docking and swimming areas
- ☐ Sewer System
- ☐ Park improvements
- ☐ Pedestrian and bike paths
- ☐ Others (please specify below)

16. ***If you answered Other, please specify or add any additional comments here:***

17. **9. Please rate the importance of the following General Fund Capital Projects.**

Mark only one oval per row.

	Very important	Somewhat important	Neutral	Not very important	Not important at all
City Comprehensive Plan	☐	☐	☐	☐	☐
City Hall Upgrades	☐	☐	☐	☐	☐
Sanitary Sewer System	☐	☐	☐	☐	☐
Emergency Generator for City Facilities	☐	☐	☐	☐	☐
Fund Accounting Software	☐	☐	☐	☐	☐
No Wake Buoy Program	☐	☐	☐	☐	☐
Street Improvements	☐	☐	☐	☐	☐
Other (please specify below)	☐	☐	☐	☐	☐

18. ***If you answered Other, please specify or add any additional comments here:***

19. **10. Please rate the importance of the following Water Fund Capital Projects.**

Mark only one oval per row.

	Very important	Somewhat important	Neutral	Not very important	Not important at all
Advance Metering Infrastructure	☐	☐	☐	☐	☐
Engineer Fire Protection Improvements	☐	☐	☐	☐	☐
Repair/Install Blowdown Valves	☐	☐	☐	☐	☐
Water Storage Building Upgrades	☐	☐	☐	☐	☐
Water System Alert System (SCADA)	☐	☐	☐	☐	☐
Water System Emergency Generator	☐	☐	☐	☐	☐
Install 12 Fire Hydrants	☐	☐	☐	☐	☐
Install New Valves for System	☐	☐	☐	☐	☐
Replace Non- Functioning Valves	☐	☐	☐	☐	☐
Upgrade Water Pumps to VFD	☐	☐	☐	☐	☐
Water System Comprehensive Plan	☐	☐	☐	☐	☐

Plan					
Well #6 Well #6 Buildout	☐	☐	☐	☐	☐
Other (please specify below)	☐	☐	☐	☐	☐

20. ***If you answered Other, please specify or add any additional comments here:***

21. **11. Are you willing to raise the current tax rate in order to pay for any of the above projects or improvements to the city?**

Mark only one oval.

- ☐ Yes, I'm willing to raise the rate to whatever the city needs to complete the projects listed above.
- ☐ Maybe, it depends on how much it will raise the tax rate, or the project that is being completed.
- ☐ No, the City should not raise the tax rate at all.
- ☐ Others (please specify below)

22. ***If you answered Other, please specify or add any additional comments here:***

Section 5: Environmental and Natural Resources

23. **12. How important is it to protect natural resources in the community (e.g. Lake LBJ, Groundwater, Hazardous Waste, etc.)?**

Mark only one oval.

- ☐ Very important
- ☐ Somewhat important
- ☐ Neutral
- ☐ Not very important
- ☐ Not important at all

24. ***If you have any comments on natural resources in the city, please add them here:***

25. **13. What environmental issues should the city prioritize? (Select up to 3)**

Check all that apply.

- ☐ Lake LBJ Water Quality
- ☐ Open space preservation
- ☐ Wildlife habitat protection
- ☐ Stormwater management
- ☐ Groundwater management
- ☐ Other (please specify below)

26. *If you answered Other, please specify or add any additional comments here:*

Section 6: Community Involvement and Communication

27. **14. How would you prefer to receive updates about the comprehensive plan and other city projects: (select all that apply)**

Mark only one oval per row.

	Would prefer to receive updates this way	Neutral	Do not want to receive updates this way
Email	☐	☐	☐
City website	☐	☐	☐
Printed newsletter	☐	☐	☐
Town Halls	☐	☐	☐
Focus groups	☐	☐	☐
Other (please specify below)	☐	☐	☐

28. ***If you answered Other, please specify or add any additional comments here:***

29. **15. How involved do you feel in the city decision-making processes?**

Mark only one oval.

- ☐ Very involved
- ☐ Somewhat involved
- ☐ Neutral
- ☐ Not very involved
- ☐ Not involved at all

30. **16. What could the city do to improve communication with residents?**

Section 7: Open Comments

31. **Do you have any additional comments or suggestions for the comprehensive plan?**

Section 8: Demographics (Optional)

32. **17. How would you classify your residency in Highland Haven?**

Mark only one oval.

- ☐ Full-Time Resident
- ☐ Part-Time/Seasonal Resident
- ☐ Weekend/Vacation Resident
- ☐ Other (please specify below)

33. ***If you answered Other, please specify or add any additional comments here:***

34. **18. How many people reside in the home when occupied (select information for each occupant to show how many people reside in the home)?**

Check all that apply.

	Male	Female	Aged 0-17	Aged 18-30	Aged 30-50	Aged 50-65	Aged 65+
Occupant #1	☐	☐	☐	☐	☐	☐	☐
Occupant #2	☐	☐	☐	☐	☐	☐	☐
Occupant #3	☐	☐	☐	☐	☐	☐	☐
Occupant #4	☐	☐	☐	☐	☐	☐	☐
Occupant #5	☐	☐	☐	☐	☐	☐	☐
Occupant #6	☐	☐	☐	☐	☐	☐	☐
Additional Occupants (please list below)	☐	☐	☐	☐	☐	☐	☐

35. **If you have more occupants than listed above, please enter the information requested about them here.**

36. **19. Please list the employment status of Principal Adult Residents:**

Mark only one oval per row.

	Retired	Full-Time (Outside of Home)	Part-Time (Outside of Home)	Work at/from Home	Not Employed
Adult Resident #1	☐	☐	☐	☐	☐
Adult Resident #2	☐	☐	☐	☐	☐
Adult Resident #3	☐	☐	☐	☐	☐
Adult Resident #4	☐	☐	☐	☐	☐

37. **20. Do you or anyone in your household attend or participate in any of the following organizations? (check all that apply)**

Check all that apply.

- ☐ Board of Alderman
- ☐ Planning & Zoning
- ☐ Property Owners Association
- ☐ Ladies Club

38. **Please list topics or issues you would like to see covered by any of the above groups.**

39. **21. Below are activities currently provided in our community. Please check all activities that you or anyone in your household participate in. (check all that apply)**

Check all that apply.

- ☐ Potluck
- ☐ Bridge
- ☐ Game Night/Bingo
- ☐ Silver Sneakers
- ☐ Veterans Day
- ☐ 4th of July Festivities
- ☐ Rummage Sale

40. **Please list any other activities you would like to see in Highland Haven.**

Thank You

Thank you for taking the time to participate in our survey. Your feedback is truly appreciated as we work to provide our best for the City of Highland Haven.