



City of Highland Haven
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AGENDA – PLANNING & ZONING COMMISSION MEETING

DATE: June 12, 2025

TIME: 6:00 PM

PLACE: Highland Haven Community Center, 118 Blackbird, Highland Haven, TX 78654

1. Open meeting and Roll Call to Establish Quorum

Connie Smith	Member	☐ Present	☐ Absent
Jackie Garrow	Member	☐ Present	☐ Absent
Lorinda Peters	Member	☐ Present	☐ Absent
John Novak	Member	☐ Present	☐ Absent
Linda Ray	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 May 8, 2025, P&Z Meeting.

6. Officer Elections – Chairperson, Vice Chairperson, and Secretary

DISCUSSION ITEMS.

7. Discussion – Commercial Zoning

a. Updates to Commercial Zoning

8. Discussion – Comprehensive Plan

a. Town Hall Meeting Topics

b. Town Hall Schedule and Format

9. Discussion - Legislative Issues

INFORMATION ITEMS

10. P&Z Commission Member Comments.

11. Next Regular Meeting: July 10, 2025 at 6:00 PM.

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

13. Adjournment.

Agenda posted on June 5, 2025

CERTIFICATION OF POSTING

I, SARAH COLLARD, 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 5th DAY OF JUNE, 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.

Sarah Collard
Sarah Collard, City Secretary





MINUTES – PLANNING & ZONING COMMISSION MEETING

DATE: May 8, 2025

TIME: 6:00 PM

PLACE: Highland Haven Community Center, 118 Blackbird, Highland Haven, TX 78654

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. **Visitors present: Linda Ray and John Novak**

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.)

There were no Public Comments.

ACTION ITEMS

5. Consider Minutes from April 10, 2025, P&Z Meeting.

A motion to approve the minutes from the April 10, 2025 P&Z meeting was made by Marvin Filla, seconded by Debbie Dahlstrom.

Vote 5-0,

DISCUSSION ITEMS.

6. Discussion – Commercial Zoning

a. Updates to commercial zoning

7. Discussion – Comprehensive Plan

a. Town Hall Meeting Topics

b. Town Hall Schedule and Format

INFORMATION ITEMS

8. P&Z Commission Member Comments.

9. Next Regular Meeting: June 12, 2025 at 6:00 PM.

10. Items to be considered for the next agenda must be received by the Chair on or before June 5, 2025.

11. Adjournment.

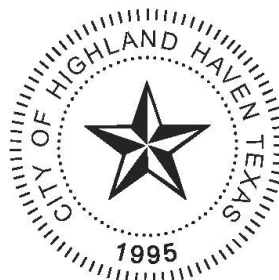
A motion to adjourn was made by Jackie Garrow, seconded by Marvin Filla.

Vote 5-0.

The meeting was adjourned at 7:18 PM.

Linda Enderlin, Chair

Sarah Collard, City Secretary



P & Z Discussion
Comprehensive Plan
Townhall Meetings/Survey Topics

In our last meeting, Commission members volunteered to research and prepare to discuss individual topics based on the sections of the City Survey.

Topics/member volunteers are as follows:

Sections 1 & 6/Jackie

Section 2:

Section 3:

Section 4:

Section 5:

Section 6:

We agreed to format the outline for discussion of each topic as follows:

1. Important points in the current Comprehensive Plan
2. Recap of Current Survey Results
 - a. What are common themes
 - b. What has changed
3. Proposed Questions to facilitate group discussion

If you are ready to bring the outline of your chosen topic for discussion at the next P & Z meeting, please provide your outline to Sarah by June 7 so it can be included in the meeting packet.

P & Z DISCUSSION

COMPREHENSIVE PLAN PROJECT

SURVEY RESULTS TOPICS: COMMUNITY VISION AND VALUES

COMMUNITY INVOLVEMENT AND COMMUNICATION

COMMUNITY VISION AND VALUES

1) Current Comprehensive Plan

Residents of the city have tended to consistently value the same things –

- a) peaceful atmosphere
- b) controlled growth
- c) lake LBJ and its resources
- d) minimal traffic
- e) low taxes
- f) no short-term rentals
- g) no multi-family housing
- h) no manufactured housing

Historically, residents have communicated that they want things to remain constant as to ambiance, resources, and growth. In the past, there has been pretty rigid adherence to a “no commercial/no multi-family” stance when polled on the topic of development.

2) Recap of Current Survey Results

a) Common Theme:

- i) In general, priorities and vision remain similar – residents value the quiet, semi-rural atmosphere, safety and Lake LBJ proximity, and express a desire to protect those qualities, even as they may vary in how to achieve that. 75% of 2025 survey respondents deemed it very important to preserve the character of the City.

- b) Changes: Comparing subjective opinions across the old and new survey results proves a bit difficult. The last poll of resident CP Poll was in 2004. given the passage of time, we must be cautious in measuring responses to similar questions. In addition, the new 2025 survey is more detailed, so there may be new information gleaned from the more expansive questions. It appears there are four major changes that should be explored:

- i) Survey results indicate a shift in acceptance of Commercial Development, (with caveats). In 2004, 25% approved; 75% disapproved.
In 2025, 35% approved; 34% disapproved, and 31% were neutral
This marks a significant change, and is an important topic to vet in Townhalls.
- ii) Some comments indicate that respondents are more accepting of higher taxes to achieve their vision

- iii) Continuing communication about the Legislative and regulatory climate is important, as it can negatively impact the ability to fulfill some of our most desired values, i.e. no multi-family housing, no short-term rentals.
 - iv) Survey comparisons 2004/2025 also indicate a surprising change in the raw data when comparing results on Multi-Family housing. Approval of 34% in 2004 vs 14% in 2025. It might be because we were more detailed in our queries on the 2025 survey; it could be because of the advent of STRs. A good topic to seek more clarity in our Townhalls.
- 3) Proposed Questions/Discussion Topics?
 - a) Commercial Development – priorities for Revenue vs. Administrative Costs vs. added water utility costs – we should make a short presentation outlining the challenge?
 - b) Is resistance to multi-family specific by types?
 - c) If the City’s ability to prevent unwanted development is lost to Legislative pre-emption, are there other options? Opinions on those options?
 - d) Changing the tax rate – what that entails. Do citizens support improving tax revenues through commercial development and STRs.

COMMUNITY INVOLVEMENT AND COMMUNICATION

1. This topic is briefly and vaguely addressed in the current Comprehensive Plan
2. Recap of Survey Results
 - a. Common Theme
 - i. Constituents express high approval of City communication efforts, but suggested improvements, including a more interactive website, short email blasts, text alerts, and clearer explanations of city projects and spending.
 - ii. There is significant confusion on the boundaries/duties/responsibilities/resources of City/HHPOA
 - b. Changes for Current Comprehensive Plan
 - i. Volunteerism/Community Involvement continues to wane, and must be addressed as a risk and cost factor in City administration
 - ii. Legislative and Regulatory pressure, Natural Resources (water) have become urgent factors that could impede execution of City projects/plans
3. Proposed Questions/Discussion Items:
 - a. What City Projects and Budgetary Items are most important to communicate? What format is most preferred?
 - b. How can we best communicate the City/HHPOA story?
 - c. What website improvements would assist communication?

- d. Should we seek more digital ideas like the Administrator Update for communicating with the tools and staff time available? Do links and digital references help?
- e. Should we consider periodically polling residents on urgent topics?
- f. Let's be honest – engagement at regular meetings is abysmal, except for “hot topics” and then only at decision points rather than during process. How do we communicate in other meaningful ways to engage interest, comments and suggestions along the way? (Maybe use budget process as an example)
 - i. Would residents prefer more detail on discussion items in meeting agendas when posted?
 - ii. Would a recap of meeting discussions in the newsletter or online be helpful?