



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: July 10, 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	Chair	☐ Present	☐ Absent
Lorinda Peters	Vice Chair	☐ Present	☐ Absent
John Novak	Member	☐ Present	☐ Absent
Linda Ray	Secretary	☐ 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. Consider Minutes from June 12, 2025 P&Z Meeting.
7. Consider Minutes from June 23, 2025 P&Z Workshop.
8. Consider Recommendation to BOA for Town Hall Meeting schedule (Jackie)

DISCUSSION ITEMS.

9. Discussion – Commercial Zoning Process Update (Andy – 5 minutes)
10. Discussion – Comprehensive Plan
 - a. Town Hall Meeting Topics
 - (i.) Community Vision and Values (Jackie – 15 minutes)
 - (ii.) Community Involvement and Communication (Jackie – 15 minutes)
 - (iii.) Environmental and Natural Resources (Connie – 15 minutes)
 - b. Town Hall Format (Jackie – 10 minutes)
 - i. Length of time: 45, 60, or 90 minutes
 - ii. 1-page handout (2-sided)
 - a. One side is a graphic showing areas of responsibility: City, POA, P&Z, Ladies Club
 - b. One side with bullet points of subject areas being covered (key discussion points)
11. Discussion - Legislative Issues (Andy - 10 minutes)
12. Discussion – Budget (Andy – 10 minutes)

INFORMATION ITEMS

13. P&Z Commission Member Comments.
14. Next Regular Meeting: August 14, 2025 at 6:00 PM.
15. Items to be considered for the next agenda must be received by the Chair on or before August 6, 2025.

16. Adjournment.

Agenda posted on July 3, 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](http://WWW.HIGHLANDHAVENTX.COM) ON THE 3rd DAY OF JULY, 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

