



City of Highland Haven
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MINUTES – PLANNING & ZONING COMMISSION REGULAR MEETING

DATE: September 11, 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 – **Jackie Garrow called the meeting to order at 6:00 PM.**

Jackie Garrow	Chair	✓Present	□Absent
Lorinda Peters	Vice Chair	□Present	✓Absent
Linda Ray	Secretary	✓Present	□Absent
Connie Smith	Member	□Present	✓Absent
John Novak	Member	✓Present	□Absent

2. Pledge of Allegiance – **Jackie Garrow led the Pledge of Allegiance.**
3. Recognize visitors – **Mary Chase, Judy Kelley, Joe Fernandez, Brenda Filla, Marie Bass**
4. Presentations/Proclamations – 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.)

Mary Chase asked a question about the status of the Remnant Property at Willow and Deer Run.

ACTION ITEMS

5. Consider Minutes from August 14, 2025 Regular P&Z Meeting
Deferred to next meeting due to lack of quorum of commissioners present who also attended the 8/14 meeting.
6. Consider Minutes from August 25, 2025 Public Hearing – Replat
Linda Ray made a motion to accept the minutes from the August 25, 2025 Public Hearing – Replat, seconded by John Novak.
Vote: 3-0
7. Consider/Possible Action: Finalize Town Hall #1 (September 25, 2025)
 - a. Summary of Documents
 - b. Outline of Discussion/Agenda/Handout**Linda Ray made a motion to finalize the documents for Town Hall #1, seconded by John Novak.**
Vote: 3-0
8. Consider/Possible Action: Legislative Workshop
 - a. Planning & Zoning Only
 - b. Joint with Board of Aldermen**Linda Ray made a motion to propose legislative workshops for the Planning & Zoning Commission on 9/18, 9/27, and 10/2, and a joint workshop with the Board of Aldermen on 10/7. Seconded by John Novak.**
Vote: 3-0

9. Consider/Possible Action – Town Hall #2 (October 23, 2025)
 - a. Agenda
 - b. Handout

Linda Ray made a motion to accept the Town Hall #2 documents with minor changes, seconded by John Novak.

Vote: 3-0

DISCUSSION ITEMS.

10. Texas Open Meetings Act
11. Discussion – New legislation requiring updates and/or new ordinances
 - a. Review List from Board of Aldermen
 - b. Prioritize changes/create organized plan and timeline

INFORMATION ITEMS

12. P&Z Commission Member Comments.
13. Town Hall Meeting #1: Thursday, September 25, 2025 Time 6:00-7:30 PM (Community Center)
14. Next Regular Meeting: October 9, 2025 at 6:00 PM (Community Center)
15. Items to be considered for the next agenda must be received by the Chair on or before October 1, 2025.

Motion to adjourn made by Linda Ray, seconded by John Novak.

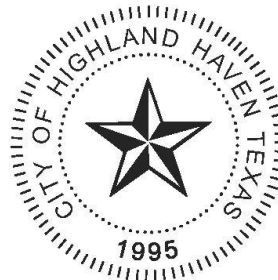
Vote: 3-0

16. Adjournment.

Meeting adjourned at 7:19 PM.



Jackie Garrow, Chair





Sarah Collard, City Secretary