



City of Highland Haven
510 Highland Drive, Suite A
Highland Haven TX 78654-8269
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AGENDA – PLANNING & ZONING COMMISSION REGULAR MEETING

DATE: October 17, 2025

TIME: 2:30 PM

PLACE: Highland Haven City Hall, 510-A Highland Drive, Highland Haven, TX 78654

1. Open meeting and Roll Call to Establish Quorum

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

3. Recognize visitors.

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.)

ACTION ITEMS

5. Consider Minutes from August 14, 2025 Regular P&Z Meeting
6. Consider Minutes from September 11, 2025
7. Consider Minutes from September 18, 2025 Workshop
8. Consider Minutes from October 2, 2025 Workshop
9. Consider/Possible Action: Finalize Comprehensive Plan Town Hall #3 (November 20, 2025)
 - a. Summary of Documents
 - b. Outline of Discussion/Agenda/Handout
10. Consider/Possible Action – Town Hall #2 – Ideas for more involvement
 - a. Discuss ideas for more engagement from audience
 - i. Email Town Hall documents early
 - ii. Create documents outlining capital projects
 - iii. Other ideas

DISCUSSION ITEMS.

11. Discussion – Comprehensive Plan 2026
 - a. Timeline for Plan Implementation
12. Discussion – Other Items for Ordinance Review
 - a. Signs
 - b. Water Wells
 - c. Storage Tanks
 - d. Other
13. Discussion – Operations Manual
 - a. Creating manual to guide city operations

INFORMATION ITEMS

14. P&Z Commission Member Comments.
15. Comprehensive Town Hall Meeting #2: Thursday, October 23, 2025 Time 6:00-7:30 PM (Community Center)
16. Next Regular Meeting: November 13, 2025 at 6:00 PM (Community Center)
17. Items to be considered for the next agenda must be received by the Chair on or before November 5, 2025.
18. Adjournment.

Agenda posted on October 10, 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 10th DAY OF OCTOBER, 2025, AND REMAINED SO POSTED FOR AT LEAST THREE BUSINESS DAYS PRECEDING THE SCHEDULED DATE OF SAID MEETING PURSUANT TO THE TEXAS GOVERNMENT CODE SECTION 551.

Sarah Collard
Sarah Collard, City Secretary

