



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

DATE: December 11, 2025

TIME: 6:00 PM

PLACE: Highland Haven Community Center, 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 Consent items:**

The items listed are considered to be routine and non-controversial by the Planning & Zoning Commission and will be approved by one motion. There will be no separate discussion of these items unless a Commission member so requests, in which case the item will be removed from the Consent Agenda prior to a motion and vote. The item will be considered in its normal sequence on the regular agenda.

- a. Meeting Minutes for Regular P&Z – November 13, 2025

6. **Consider/Possible Action:** Finalize Comprehensive Plan Town Hall #4 (January 22, 2026)

- a. Format
- b. Mini-Survey to Prioritize Topics
 - i. Solid Waste & Water Infrastructure
 - ii. Roads
 - iii. Stormwater/Drainage
 - iv. Parks
 - v. Aquatic Vegetation
- c. Outline of Discussion/Agenda/Handout

7. **Consider/Possible Action:** Comprehensive Plan Workshop

- a. After January 22nd Town Hall

DISCUSSION ITEMS

8. Discussion – Comprehensive Plan 2026
 - a. Timeline for Plan Implementation
 - b. Comments on Format Sample and Documents Distributed at 11/13/25 meeting
9. Discussion – Other Items for Ordinance Review
 - a. Signs (John Novak)
 - b. Water Wells (Lorinda Peters)
 - c. Storage Tanks (Linda Ray)
10. Discussion – Time/Resource Management Procedures for Efficient Planning and Effective Meetings
 - a. Cadence for Submitting Packet Items
 - b. Reminders

INFORMATION ITEMS

11. P&Z Commission Member Comments.
12. Next Regular Meeting: January 8, 2026 at 6:00 PM (Community Center)
13. Comprehensive Town Hall Meeting #4: Thursday, January 20, 2026 Time 6:00-7:30 PM (Community Center)
14. Items to be considered for the next agenda must be received by the Chair on or before December 29, 2025.
15. Adjournment.

Agenda posted on December 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 DECEMBER, 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

