



NOTICE OF A REGULAR MEETING OF THE
PLANNING AND ENVIRONMENTAL COMMITTEE
OF THE CITY OF SUNSET VALLEY, TEXAS
THURSDAY, APRIL 7th, 2022
6:00 P.M. – 8:00 P.M.

This meeting will be held in person but the public may attend virtually, via the following link: <https://attendee.gototraining.com/r/5407818621009927937>

You may also call into the meeting by calling: Long Distance: +1 (510) 365-3231
Access Code: 985-086-556

Notice is hereby given that the Planning and Environmental Committee of the City of Sunset Valley, Texas will hold a regular meeting on Thursday, April 7th, at 6:00 P.M in the Training Room (3207 Jones Road), at which time the following items will be discussed, to-wit:

1. Call to Order
2. Citizen Comments
3. Approval of meeting minutes from the March 24th meeting.
4. City Council Liaison Report.
5. Discussion and possible recommendation to the Budget and Finance Committee and City Council regarding 2022-2023 budget requests.
6. Discussion regarding past agenda items and their statuses.
7. Discussion regarding future agenda items and future meeting dates.
8. Adjourn

A quorum of the City Council may attend the meeting, however, no official action by the City Council shall be taken.

I certify that the above notice of meeting was posted at City Hall, 3205 Jones Road, Sunset Valley, Texas, on the 4th day of April, 2022 at 6:00 PM.


Matt Lingafelter
City Secretary

The City of Sunset Valley is committed to the compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request.



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PLANNING AND ENVIRONMENTAL COMMITTEE
OF THE CITY OF SUNSET VALLEY, TEXAS
THURSDAY, MARCH 24th, 2022
6:00 P.M. – 8:00 P.M.

Community Member Present:

Helen Besse, Committee Member
Dawn Dickson, Committee Member
Melissa Gonzales, Committee Member
Katherine Johnson, Committee Vice Chair
Jennie Lou Leeder, Committee Member
Karen Medicus, Committee Member
Zoe Trieff, Committee Chair
Justin Litchfield, City Council Liaison
Carolyn Meredith, Public Works Director

1. Call to Order
Meeting called to order at 6:04.
2. Citizen Comments
Katherine reported that Texasclapes is still using Roundup. Dawn reported on the sprinkler system behind the shopping center.
3. Approval of meeting minutes from the February 3rd and February 16th meeting.
Minutes from February 3rd and February 16th approved. Karen motioned; Dawn seconded. All in favor.
4. City Council Liaison Report.
Councilmember Litchfield reported on council actions over the past month including the Council Retreat and variance approvals for 6405 Brodie Lane.
5. Discussion and possible recommendation to City Council regarding changes to Chapter 31 of the Code of Ordinances regarding a Joint Committee Working Group.
The change to Chapter 31 of the Code of Ordinances were recommended by the committee to be considered by City Council. Katherine motioned; Melissa seconded. All in favor.
6. Discussion and possible recommendation regarding the Comprehensive Plan revisions.
The following timeline is recommended for finalizing the Comprehensive Plan:
 - *April 5th, presentation on status to City Council including recommendation for Town Hall meeting for additional community input.*
 - *Mid-April to Mid-May-Town Hall Meetings. Including future land use map.*
 - *Post comprehensive plan online with comments allowed through open town hall. Posted as a News story on the website. Icontact message sent to all residents.*
 - *Email to all committees and commission regarding the plan.*
 - *Deadline for final draft will be the end of May.*

- *Council adoption on June 21st meeting.*

Dawn motioned; Karen seconded. All in favor.

7. Discussion and possible recommendation to the Budget and Finance Committee regarding 2022-2023 budget requests.

This item will be discussed at the next committee meeting.

8. Discussion regarding past agenda items and their statuses.

No items discussed at this time.

9. Discussion regarding future agenda items.

- a. Database of plans and proposed review schedule, log of changes to the plan, activity checklist, who uses plans, which committee will review the documents, annual checks on status of plans by assigned committees.*
- b. Review of Land Development Code RFQ response*
- c. Budget- April 7th*
- d. Summer Schedule*

10. Adjourn

Meeting adjourned at 8:14.