



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

This meeting will be held virtually. To actively participate in the meeting virtually, please register at:
<https://attendee.gototraining.com/r/3801827955008119042>

You may also call into the meeting by calling: Long Distance: +1 (510) 365-3231
Access Code: 178-439-908

Notice is hereby given that the Planning and Environmental Committee of the City of Sunset Valley, Texas will hold a regular meeting on Thursday, January 6th, at 6:00 P.M. via GoToTraining, 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 December 2nd meeting.
4. Introduction of City Council Liaison and Liaison Report.
5. Election of Committee Chair and Vice Chair.
6. [Discussion and possible recommendation to Council regarding the goals for the Planning and Environmental Committee for 2022.](#)
7. Discussion and recommendation on Planning and Environmental Committee meeting format for meetings in February and March.
8. [Discussion and possible recommendation regarding the Comprehensive Plan revisions.](#)
9. Discussion regarding past agenda item and their statuses.
10. Discussion regarding future agenda items.
11. 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 3rd day of January 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.



PLANNING AND ENVIRONMENTAL COMMITTEE
OF THE CITY OF SUNSET VALLEY, TEXAS
THURSDAY, DECEMBER 2nd, 2021
6:00 P.M. - 8:00 P.M.

Community Members Present:

Helen Besse, Committee Member
Dawn Dickson, Committee Member
Alice Duffy, Committee Member
Melissa Gonzales, Committee Member
Katherine Johnson, Committee Vice Chair
Zoe Trieff, Committee Chair
Justin Litchfield, City Council Liaison
Karen Medicus, Resident
Robert Johnson, City Council Member
Carolyn Meredith, Public Works Director

1. Call to Order
Meeting called to order at 6:03.
2. Citizen Comments
Helen asked that we get the newsletter going again. Melissa commented on the activities on the North end of Reese.
3. Approval of meeting minutes from the November 4th and November 13th meetings.
Minutes approved with corrections. Katherine motioned, Melissa seconded. All in favor.
4. [Discussion and possible recommendation regarding goals and onboarding material for new members of the Planning and Environmental Committee.](#)
The committee reviewed the onboarding materials and 2021 goals. The committee made suggestions to the materials and will revise goals at the January meeting.
5. Discussion and recommendation on Planning and Environmental Committee meeting format for meetings in January.
The committee recommended meeting in a hybrid format for the January meeting. Melissa motioned, Dawn seconded. All in favor.
6. Discussion and possible recommendation regarding the Comprehensive Plan revisions.
The committee reviewed section 404 and will continue to review the plan at the next meeting.
7. Discussion regarding past agenda item and their statuses.
The tiny library item will likely be seen by zoning in January and the dog waste station has been installed at Westgate and Jones Road.

8. Discussion regarding future agenda items.

The following items are items requested for future agenda items:

- a. Educational program planning for newsletter*
- b. Support staff for Public Works Department*
- c. Zoning Categories/Uses and Future Land Use Map.*
- d. Timeline and Goals for the Committee.*
- e. Review Land Development Code Assistance RFQ*

9. Adjourn

Meeting adjourned at 8:11.

Helen motioned, Alice seconded. All in favor.