

**MINUTES OF THE MEETING OF THE JERSEY VILLAGE  
PLANNING AND ZONING COMMISSION**

July 15, 2024 – 7:00 p.m.

THE PLANNING AND ZONING COMMISSION MET ON JULY 15, 2024, AT 7:00 P.M. IN THE CIVIC CENTER AUDITORIUM, 16327 LAKEVIEW DRIVE, JERSEY VILLAGE, TEXAS.

**A. The meeting was called to order in at 7:00 p.m. and the roll of appointed officers was taken. Commissioners present were:**

Rick Faircloth, Chairman	Charles A. Butler, III, Commissioner
Eric Henao, Commissioner	David L. Lock, Commissioner
Cynthia Kopinitz, Commissioner	Nestor Mena, Commissioner

Commissioner Debra Mergel was not present at this meeting.

The following members of the City of Jersey Village City Council were present:

Mayor, Bobby Warren	City Manager, Austin Bless
Council Member, Drew Wasson	City Secretary, Lorri Coody
Council Member, Sheri Sheppard	City Attorney, Justin Pruitt
Council Member, Michelle Mitcham	
Council Member, Connie Rossi	

Council Member Drew Wasson joined the meeting via video conferencing. Council Member, Jennifer McCrea, was not present at this meeting.

Staff in attendance: Robert Basford, Assistant City Manager; Mark Bitz, Fire Chief; Lt. Bryant Wells, Police Department; Isabel Kato, Finance Director; Abram Syphrett, Director of Innovation and Technology; Laura Capps, Human Resource Manager; Miesha Johnson, Community Development Manager, Jordan Cruz, BBG Consultant and Building Official Representative; and Maria Thorn, Administrative Assistant.

**B. Conduct a Joint Public Hearing with the Jersey Village City Council for the purpose of receiving oral comments from any interested person(s) concerning the request of Senate Avenue Pharmacy LLC through its owner, Laura Smith Williams, for a specific use permit to allow the operation of a retail pharmacy located at 7412 Senate Avenue, Jersey Village, TX 77040 within the city limits in zoning District F.**

Mayor Warren called the item and Chairman Rick Faircloth announced a quorum for the Planning and Zoning Commission. Mayor Warren opened the Joint Public Hearing at 7:06 p.m., for the purpose of receiving oral comments from any interested person(s) concerning the request of Senate Avenue Pharmacy LLC through its owner, Laura Smith Williams, for a specific use permit to allow the operation of a retail pharmacy located at 7412 Senate Avenue, Jersey Village, TX 77040 within the city limits in zoning District F.

**James Singleton, 16522 De Lozier, Jersey Village, Texas (832) 571-3299** – Mr. Singleton spoke to the Council and the Commission about the location of this request. At first, he was concerned, but after research, he supports this pharmacy. He is excited to see it become a business in our City.

With no one else signing up to speak at the hearing, Mayor Warren and Chairman Faircloth closed the joint public hearing at 7:08 p.m. and the Planning and Zoning Commission retired from the City Council meeting at 7:08 p.m. to conduct its posted meeting agenda and prepare final reports in connection with this joint public hearing.

*Chairman Faircloth reconvened the Planning and Zoning Commission Meeting at 7:10 p.m. in the Civic Center Meeting Room. He returned to the regular order of items on the agenda and called the next item as follows:*

- C. CITIZENS' COMMENTS** - Any person who desires to address the Planning and Zoning Commission regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and Commissioners are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments to the Planning and Zoning Commission.

There were no Citizens' Comments.

**D. Approval of the Minutes from the Meeting held on June 4, 2024.**

Commissioner Henao moved to approve the minutes for the meeting held on June 4, 2024. Commissioner Lock seconded the motion. The vote follows:

Ayes: Commissioners Henao, Butler, Lock, Kopinitz, and Mena  
Chairman Faircloth.

Nays: None

The motion carried.

- E. Discuss and take appropriate action the preparation and presentation of the Final Report to City Council concerning the request of Senate Avenue Pharmacy LLC through its owner, Laura Smith Williams, for a specific use permit to allow the operation of a retail pharmacy located at 7412 Senate Avenue, Jersey Village, TX 77040 within the city limits in zoning District F.**

**BACKGROUND INFORMATION:**

A Joint public hearing will be conducted at the July 15, 2024 by City Council and the Planning and Zoning Commission (P&Z) for the purpose of receiving oral comments from any interested person(s) concerning the request of Senate Avenue Pharmacy LLC through its owner, Laura Smith Williams, for a specific use permit to allow the operation of a retail pharmacy located at 7412 Senate Avenue, Jersey Village, TX 77040 within the city limits in zoning District F.

Once the joint public hearing is conducted, consideration must be given to: (1) the directives of Council; (2) the discussions had concerning this issue at prior P&Z meetings; and (3) the comments made by the public during the public hearing.

After due consideration, prepare and vote on your Final Report concerning this request.

The Commission engaged in discussion regarding the directives of Council, previous discussions of the referenced issues, and comments made by the public during the public hearing.

With no further discussion on the matter, Commissioner Butler moved to approve the final report

recommending that City Council approve the request of Senate Avenue Pharmacy LLC through its owner, Laura Smith Williams, for a specific use permit to allow the operation of a retail pharmacy located at 7412 Senate Avenue, Jersey Village, TX 77040 within the city limits in zoning District F. Commissioner Kopinitz seconded the motion. The vote follows:

Ayes: Commissioners Members Henao, Butler, Lock, Kopinitz, and Mena  
Chairman Faircloth.

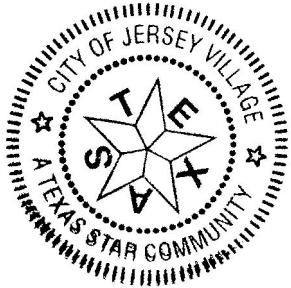
Nays: None

The motion carried.

*A copy of the Commission's Report is attached to and made a part of these minutes as Exhibit A.*

**F. Adjourn**

There being no further business on the agenda the meeting was adjourned at 7:22 p.m.



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Lorri Coody, City Secretary

# **EXHIBIT A**

## **Planning and Zoning Commission Minutes**

**July 15, 2024**

**Final Report - Pharmacy SUP**

**District F - 7412 Senate Avenue**



**CITY OF JERSEY VILLAGE – PLANNING & ZONING COMMISSION  
FINAL REPORT  
SPECIFIC USE PERMIT – RETAIL PHARMACY**

The Planning and Zoning Commission has met on June 4, 2024, and in its preliminary report recommended that City Council grant the request of Senate Avenue Pharmacy LLC through its owner, Laura Smith Williams, for a specific use permit to allow the operation of a retail pharmacy located at 7412 Senate Avenue, Jersey Village, TX 77040 within the city limits in zoning District F.

The preliminary report was submitted to the Jersey Village City Council at its June 17, 2024, meeting. The report was received, and the City Council ordered a Joint Public Hearing for July 15, 2024.

On July 15, 2024, the City Council and the Jersey Village Planning and Zoning Commission conducted a joint public hearing, which gave the public an opportunity to make comments concerning the request for a Specific Use Permit.

The Planning and Zoning Commission after duly considering all the information before it including that gathered at the Joint Public Hearing with City Council on July 15, 2024, recommends that City Council grant the request of Senate Avenue Pharmacy LLC through its owner, Laura Smith Williams, for a specific use permit to allow the operation of a retail pharmacy located at 7412 Senate Avenue, Jersey Village, TX 77040 within the city limits in zoning District F.

The necessary amendments to the City’s zoning ordinance to effect this recommendation are more specifically detailed in the attached proposed ordinance marked as Exhibit “A.”

Respectfully submitted, this 15th day of July 2024.

s/Rick Faircloth, Chairman

**ATTEST:**

s/Lorri Coody, City Secretary



# Exhibit A

## Proposed Ordinance

**ORDINANCE NO. 2024-xx**

**AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS (THE “CITY”), AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY, BY GRANTING SENATE AVENUE PHARMACY, LLC, A SPECIFIC USE PERMIT (THE “SPECIFIC USE PERMIT”) TO ALLOW THE OPERATION OF A RETAIL PHARMACY LOCATED AT 7412 SENATE AVENUE, JERSEY VILLAGE, TEXAS, 77040, AND IN “ZONING DISTRICT F”; PROVIDING REQUIREMENTS AND CONDITIONS FOR THE SPECIFIC USE PERMIT; CONTAINING FINDINGS AND OTHER PROVISIONS RELATING TO THIS ORDINANCE; PROVIDING A PENALTY IN AN AMOUNT NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000) FOR VIOLATIONS HEREOF; PROVIDING FOR SEVERABILITY; AND, PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Senate Avenue Pharmacy, LLC through Laura Smith Williams (the “Owner”) leases property from Jones Venture Holdings, LLC located at 7412 Senate Avenue (the “Property”) situated within the corporate limits of the City of Jersey Village, Texas (“the City”); and

**WHEREAS**, the Property presently has a zoning classification of District F pursuant to the comprehensive zoning ordinance of the City; and

**WHEREAS**, the Owner of the pharmacy has made an application to the City for a Specific Use Permit for a retail pharmacy on the subject property as authorized by the City’s comprehensive zoning ordinance (the “Specific Use Permit”); and

**WHEREAS**, the Planning and Zoning Commission (the “Commission”) and the City Council (the “Council”) of the City have, in the time and manner and after the notice required by law, conducted a public hearing on such request for the Specific Use Permit; and

**WHEREAS**, the Council has received the final written recommendation of the Commission; and

**WHEREAS**, the Council wishes to approve such request and, **NOW THEREFORE**;

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE:**

**SECTION 1. THAT** the facts and matters set forth in the preamble of this Ordinance are hereby found to be true and correct and are incorporated herein for all intents and purposes.

**SECTION 2. THAT** the Specific Use Permit for use of the Property as Retail Pharmacy, subject to the terms and conditions set forth below, is hereby granted to the Owner and shall include any successor in interest of the Property.

**SECTION 3. THAT** the Official Zoning District Map of the City shall be revised and amended to show the Specific Use authorized hereby for the Property as provided herein, with the appropriate references thereon to the number and effective date of this Ordinance and a brief description of the nature of the Specific Use authorized.

**SECTION 4. THAT** the Specific Use Permit granted hereby shall be null and void after the expiration of two (2) years from the date of adoption of this Ordinance unless the Property is being used in accordance with the Specific Use Permit herein granted or unless an extension of time is approved by City Council.

**SECTION 5. THAT** if the Council desires that additional limitations, restrictions, or conditions (the “Conditions”) be applied to the Specific Use authorized and permitted hereby, such Conditions shall be listed in this Section – if nothing is provided below, then the Specific Use authorized herein shall not be subject to any Conditions.

**Additional Conditions (If Applicable)**

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**SECTION 6. THAT** any person who shall violate any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined in an amount not to exceed two thousand dollars (\$2,000). Each day of violation shall constitute a separate offense.

**SECTION 7. THAT** in the event any clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and, the Council declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**FOR THE CITY:**

\_\_\_\_\_  
**BOBBY WARREN, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**Lorri Coody, City Secretary**

