



**NOTICE OF AGENDA
GRANITE SHOALS PLANNING AND ZONING COMMISSION
REGULAR MEETING**

TUESDAY, APRIL 7, 2026 AT 6:00 PM

City of Granite Shoals City Hall, 2221 N. Phillips Rd., Granite Shoals, TX 78654
Phone (830) 598-2424 Fax (830) 598-6538 • www.graniteshoals.org

AGENDA

1. Call to Order/ Roll Call/ Welcome

2. Public Comments/Announcements

- 2.a. Recognize the resignation of Mike Zagger.
- 2.b. Applications are now being accepted for Planning and Zoning Commission Appointments 2026-2028.

MEMBER	Term Expires
Shannon Wilson	MAY 2026
Anita Hisey	MAY 2026
Libby Edwards	MAY 2027
Pete Borths	MAY 2026
Tony Eldeen	MAY 2027
Elvin Randell	MAY 2027
Jeff Kahl	MAY 2027
Forest Henson	MAY 2026

3. Consent Agenda

- 3.a. Discuss and consider approval of meeting minutes from March 3, 2026.

4. Presentations

- 4.a. Presentation — Addressing topics presented by Commissioner Kahl.

5. Discussion Items

- 5.a. Discuss updates to the Comprehensive Plan.

5.b. Discuss updates or items regarding Chapter 40 Code of Ordinances — Signs.

5.c. Discussion regarding manufactured homes.

6. Future Agenda Items

7. Adjournment

CERTIFICATION

IT IS HEREBY CERTIFIED that the foregoing agenda has been posted on both the indoor bulletin board and outdoor notice board of Granite Shoals City Hall on or before the 30th day of March 2026. Requests for accommodations or interpretive services must be made 8 hours prior to this meeting. Please contact the City Secretary at (830) 598-2424 for further information.

Dawn Wright, City Secretary



**This Notice and Meeting Agenda, and the Agenda Packet, are posted online
at www.graniteshoals.org**



**MINUTES
GRANITE SHOALS PLANNING AND ZONING COMMISSION
REGULAR MEETING**

TUESDAY, March 3, 2026, AT 6:00 PM

City of Granite Shoals City Hall, 2221 N. Phillips Rd., Granite Shoals, TX 78654
Phone (830) 598-2424 Fax (830) 598-6538 • www.graniteshoals.org

1. Call to Order/ Roll Call/Welcome

Chair Wilson called the meeting to order at 6:05p.m. Commissioner Edwards moved to approve Commissioner Henson's absence, the motion was seconded by Commissioner Zaggar and with a unanimous vote the motion carried.

2. Public Comments/Announcements

Sarah Novo, City Manager invited the Planning Commission to the Sunset and Sips event on Thursday, March 5, 2026 at 6:00 p.m.

3. Consent Agenda

3 a. Discuss and consider approval of meeting minutes from January 6, 2026.

Commissioner Eldeen moved to approve the minutes as presented, the motion was seconded by Commissioner Borths and with a unanimous vote, the motion carried.

4. Discussion Items

4.a. Code Enforcement update and discussion.

Chief Ortis provided the Commission with an overview of Code Enforcement initiatives, activities and future reporting. The presentation included details on violations, initial contact with property owner, more robust and detailed letters, code compliance vs. code enforcement and data analysis regarding open, closed and extended cases.

Chief Ortis provided each Commissioner with an example case file redacted of confidential information.

Commission discussions included:

- *Operational Procedures*
- *Officer Shadowing (ride along)*
- *Residential vs. Commercial Enforcement*
- *Repeat Offenders*
- *Data Collection/Retention*
- *Aesthetics- Business District*

- *Zoning/Public Spaces Enforcement*
 - *Off-Street Parking*
 - *Parking in R-O-W*
 - *Construction Parking*
- *Code Compliance -Replats*
- *RV Registration Tracking*

4.b. Purpose of Planning and Zoning Commission

Mrs. Novo provided an overview of the Planning Commission Regulations and Responsibilities defined in the City Charter, Code of Ordinances Boards and Commission and the Local Government Code. The purview of the Planning Commission consists of cases brought before them for consideration related to zoning, subdivisions, platting and Comprehensive Plan review.

Mrs. Sims added that the Planning Commission reviews the case and recommends approval, denial or approval with modification to City Council.

Commission discussion included:

- *Onboarding*
- *Operational Role vs. Strategic*
- *Siloed- More Collaboration*
- *Council Strategic Plan*

4.c Review of the current zoning district, clarifying city limits, and ETJ and any differences in city's authorities.

Mrs. Novo reviewed maps provided to the Commission and discussed zoning regulations, jurisdiction, utilities, de-annexation and voluntary annexation.

4.d Discussion and updates related to the Community Comprehensive Plan kick-off meeting held on Thursday, February 19, 2026.

Mrs. Sims reviewed the minutes from Comprehensive Plan Update Kick-off Meeting, highlighting attendance, engagement, and data compiled from the activities and the phases.

4.e Discussion regarding Chapter 40, Section 24-Signs

Mrs. Sims asked that the Commission review the Sign Regulation and provide any recommended updates or areas of focus by March 23, 2026. Proposed amendments will be presented at the next meeting.

4.f Discussion regarding Chapter 40-Zoning Regulations

Mrs. Sims reminded the Planning Commission that the changes adopted in December 2025 have been codified and available to be reviewed on the city website. Additional changes will be forthcoming, specifically to the sign regulations, and business and industrial districts.

5. Executive Session (Closed to the Public)

The Planning and Zoning Commission reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by Texas Government Code Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), and/or 418.183 (homeland security).

The Commission did not meet in Executive Session this evening.

8. Future Agenda Items:

- *Executive Session Requirements*
- *Proposed Sign Ordinance*
- *Specific Zoning Locations*
- *Manufactured Home Inventory*

9. Adjournment- Business concluded at 7:59 p.m.

CERTIFICATION- I hereby certify that the above minutes are true and correct from the Planning and Zoning meeting of March 3, 2026.

Shannon Wilson, Chair

ATTEST:

Dawn Wright, City Secretary

§ 40-24. Signs.

- (a) Jurisdiction. The provisions of this section shall apply within the city limits, and within the extraterritorial jurisdiction (ETJ) of the city. All signs erected within the extraterritorial jurisdiction of the City of Granite Shoals shall be erected in accordance with the standards imposed for property inside the city limits. A sign shall not include numbers indicating the address of a residential structure or signs erected by a governmental entity in compliance with applicable law.
- (b) Definitions. The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in the subsection, except where the context clearly indicates a different meaning:

Allowable means permissible to do.

Banner means a sign intended to be hung without frames. Flags of governmental jurisdiction and flags carrying the emblem of a business or institution are not to be considered banners for the purpose of this section.

Billboard means a commercial sign that is designed for changeable copy, within fixed sign face, that will be used to display any good, service, brand, slogan, message, product, or company not located on the same site (or property) as the billboard.

Construction sign means a sign temporarily placed on a construction site identifying the project, and/or owner, developer, contractor, or architect, and may include other information regarding the project. A construction sign shall be limited to no more than eight square feet.

Damaged sign means a sign, which is unsafe, unsecured, disfigured, or broken.

Detached sign means an on-premises sign that is not a wall sign.

District means zoning district of the City of Granite Shoals, Texas wherein the regulations of this section are uniform.

Electronic sign means any sign for which the text, letters, numbers, pictures, or symbols forming the informational portion of the sign consists of flashing, intermittent, or moving lights, including any LED screen or any other type of video display. This definition does not include:

- (1) Signs that have internal or indirect illumination that is kept stationary or constant in intensity or color at all times when such sign is in use;
- (2) Any government sign located on government property; or
- (3) Any government sign located within the right-of-way that functions as a traffic-control device and that is described and identified in the Texas Manual on Uniform Traffic-Control Devices.

Externally illuminated sign means a sign illuminated in any manner by an artificial light source which is detached from the sign.

Ground clearance means the distance between the bottom of the sign and the average established ground level below [the] sign.

Internally illuminated sign means a sign illuminated in any manner by an artificial light source as an integral part of the sign. This includes but is not limited to neon type signs.

Nonconforming sign means a sign that does not conform to the regulations of this section, but which was placed or constructed in accordance with city ordinances existing at the time of its placement or construction.

On-premises sign means a sign located on the property where the goods or services it advertises are sold or provided.

Permit means a written authority or warrant.

Portable sign means a sign which may be carried, wheeled, or moved about.

Real estate sign means a sign which is used to offer property for sale or lease.

Sign means any letters, figures, symbols, trademarks, or devices designed, intended or used to advertise or inform including the frame or mounting structure.

Sign height means the vertical distance between the highest part of the sign or its supporting structure, whichever is higher, and the average established ground level beneath the sign, unless curb elevation is higher than the ground level, in which case the height shall be measured from curb level.

Tacked sign means a sign made of any material when such sign is tacked, nailed, posted, pasted, glued or otherwise attached to trees, poles, stakes, fences, or other objects, and the advertising matter appearing thereon is not applicable to the use of the premise upon which or adjacent to the area at which such sign is located.

Temporary sign means a sign which is to be used for only a limited time.

Unattached sign means a portable sign which is easily carried, wheeled, or moved about without having to detach the sign from a secure anchoring device. Such signs are considered to be unattached if they can reasonably be expected to be blown about in high winds that may cause injuries to pedestrians or become traffic hazards.

Wall sign means a sign mounted permanently to the structure.

(c) Signs permitted by district.

(1) The following signs shall be permitted in all residential districts:

- a. Churches may display a permanent sign without a sign permit. Such sign shall be limited to 36 square feet and shall be no higher or wider than eight feet. Any such sign located closer than 25 feet to any street right-of-way shall have a minimum clearance of nine feet from the finished grade with a maximum height not to exceed 20 feet. There shall be no projections over public property, rights-of-way or easements.
- b. During construction of a building, one unilluminated sign shall be allowed without a sign permit. Such sign shall be removed immediately upon completion of the building, or upon expiration of the building permit.
- c. A person having a legal home based business may display a commercial sign

such as a name plate on the face of the building or porch. It shall be attached directly to and parallel to the face of the building or porch. It shall not exceed one square foot in area and shall not be internally illuminated, but may be externally illuminated. A permit is required. No other commercial sign shall be mounted or displayed on any residential unit.

d. Temporary signs pursuant to subsection (d) of this section.

(2) The following signs are permitted in a mobile home park district:

- a. An on-premises sign advertising the mobile home park. The sign shall be a permanent sign of not more than 36 square feet in total area and no higher or wider than eight feet. A permit is required.
- b. All permanent signs located closer than 25 feet to any street or highway right-of-way shall have a minimum ground clearance of nine feet and a maximum height of 20 feet. Signs and supporting structures will be of sound construction and of a permanent nature, advertising products and services sold only at that location. There shall be no projections over public property, rights-of-way or easements.

(3) The following signs are permitted in all nonresidential districts:

- a. Each business may have one wall sign. This sign may not extend above the roof line of the building, nor may it extend horizontally beyond the wall to which it is attached.
- b. Each business may have one detached sign located on the business premises. The total area of this sign shall not exceed 115 square feet, shall be no wider than eight feet, and shall have a maximum height of 33 feet from the normal grade elevation measured at the street on which the business is located to the highest part of the sign or the structure on which the sign is placed. There shall be no projection over public property, rights-of-way or easement.
 1. The one allowed detached sign on a property with frontage on FM 1431 may be an electronic sign if the electronic sign satisfies the following requirements:
 - (a) The sign must be elevated at least ten (10) feet from ground level; and
 - (b) The display may not contain any moving elements, except that the display may change from one static image to another at a change rate of no less than four (4) seconds per image.
- c. In addition to the detached sign permitted in subsection (b), a business may add one additional sign for the purpose of displaying the price of goods or services offered for sale at the business, which may include the price of various grades of fuel offered for sale at the business. An additional pricing sign under this paragraph must satisfy the following requirements:

1. The additional sign may not exceed 75 square feet;
 2. The additional sign must be located on the same structure as the detached sign described by subsection (b); and
 3. The additional sign must be located immediately below the detached sign described by subsection (b).
- d. All permanent signs located closer than 25 feet to any street or highway right-of-way shall have a minimum ground clearance of nine feet and a maximum height of 33 feet. There shall be no projection over public property, rights-of-way or easements. No signs shall project over property lines. All signs and supporting structures will be of sound construction and of a permanent nature, advertising products and services sold only at that location.
 - e. During construction of a building, one unilluminated construction sign shall be allowed. Such signs shall be removed immediately upon completion of the building, or upon expiration of the building permit.
- (d) Temporary signs permitted by district.
Temporary signs shall be permitted subject to the following:
- (1) Any sign, poster or advertisement put up under a permit granted pursuant to this section shall:
 - a. Not remain for a period of more than 45 consecutive days.
 - b. Not to exceed 36 square feet in area.
 - c. If a permit is required, display the permit number issued for said sign(s) in the lower left hand corner of said sign.
 - d. Be constructed so as to have its own support structure.
 - e. Be fabricated of materials designed to withstand the elements for the permitted time period.
 - f. [Reserved.]
 - g. Not be located:
 1. Anywhere within the city's right-of-way.
 2. So as to block the view of traffic or interfere with vehicular or pedestrian traffic.
 3. So as to create an immediate physical danger.
 4. On any utility pole or street sign.
 - (2) Allowable temporary signs. The following temporary signs shall be authorized upon application and issuance of a permit by the city:

- a. Temporary signs advertising the opening or relocation of a business.
 - b. Temporary signs advertising special events.
 - c. Banners and other temporary signs attached and parallel to a wall of the structure.
 - d. Banners above public streets or highways in such locations as may be approved by the code compliance officer.
 - e. Garage sale signs, or similar signs, advertising a temporary event.
- (3) Except as otherwise permitted herein, no sign shall be constructed, placed or installed unless a permit for such sign is issued by the city.
- a. A person seeking a permit shall file an application with the city upon such forms as the city shall from time-to-time establish.
 - b. Any sign, poster, or advertisement of any nature which does not comply with this section, shall be removed by the city as directed by the city manager.
- (4) All temporary signs must be removed within forty-eight (48) hours after the expiration of the permit.
- (e) Damaged signs. Damaged signs must be repaired or removed within 30 working days following the date of notice to repair given by the code compliance officer, to the party responsible for such sign. Such 30-day period shall be extended provided that a bona fide work order bearing a delivery date for repairs is submitted to the code compliance officer within a 30-day period. The 30-day period shall be extended until seven days after the day shown on the work order.
- (f) Temporary sign during sale or lease of real property.
- (1) Signs advertising real property for sale or lease may be placed on the real property which is for sale or lease without a sign permit. The face of such temporary signs shall not exceed five square feet on each side including sign riders such as “price reduced,” “waterfront,” “sale pending,” etc. A second sign not to exceed five square feet is permitted on the shoreline.
 - a. Residential. A banner or sign not to exceed 36 square feet advertising property for sale is permitted on a boat dock if located in a residential zone.
 - b. Commercial. A banner or sign not to exceed 36 square feet advertising property for sale is permitted if located in a commercial zone.
 - (2) Each sign must be constructed so as to have its own support structure and must be made of materials calculated to withstand the weather.
 - (3) Signs may be in place for as long as the property is offered for sale. Signs must be removed within forty-eight (48) hours after the property is leased or sold.
 - (4) This type sign does not require a permit.

- (g) Nonconforming signs. Any sign not in compliance with the provisions of this section shall be considered to be nonconforming.
- (1) Nonconforming temporary signs. All such signs must be removed within 90 days after the effective date of the ordinance from which this section is derived.
 - (2) Maintenance and replacement of nonconforming permanent signs.
 - a. Ordinary maintenance of all signs, except nonconforming signs, is allowed without the necessity of obtaining a permit. Ordinary maintenance shall mean the refurbishment of signs as they exist with no substantial alteration. Replacement or reconstruction of any part of any sign is not ordinary maintenance.
 - b. Nonconforming signs which have been damaged, blown down or otherwise destroyed or dismantled for any purpose other than maintenance operations, may be replaced only if the cost of repairing the sign does not exceed 60 percent of the market value cost of erecting a new sign of the same type at the same location. Evidence of the cost of repair market value and cost of erection of a new sign shall be submitted to the code compliance officer at the time of application for the repair permit but such evidence shall not be conclusive of the code compliance officer's decision in issuing or not issuing a repair permit. The property owner may appeal the code compliance officer's decision to the city manager.
- (h) Prohibited signs. All other signs not expressly permitted are prohibited, including but not limited to the following:
- (1) Billboards.
 - (2) Tacked signs.
 - (3) Electronic signs, except as specifically permitted by this section.
 - (4) Off-premises signs (excluding signs in subsection (d)(2) of this section).
 - (5) Signs exceeding 20 feet in sign height.
 - (6) Multiple signs may not be arrayed together so as to violate the size restriction stated herein.
 - (7) Signs in the city right-of-way.
 - (8) Signs that emit a noise.
- (i) Temporary signs during election. A property owner may display one or more temporary signs on private property without a permit if the sign satisfies the following requirements:
- (1) Is not more than eight feet high;
 - (2) Has an effective area less than thirty-six square feet;

- (3) For any property located in a nonresidential zoning district (GB-1 GB-2, or I), is located on the property for a period of no more than ninety (90) days prior and nor more than forty-eight (48) hours after an election involving candidates for a federal, state, or local office that represents the area in which the property is located or that involves a measure on the ballot of an election within the area;
- (4) Is not illuminated;
- (5) Does not have any moving elements; and
- (6) Meets all other city ordinance requirements that do not conflict with this subsection.