Minutes
Planning and Zoning Meeting
September 14, 2026

On this 14th day of September 2026, at 6:00 p.m., the Planning & Zoning Commission of the City of Devine convened in a Regular Meeting, the same being open to the public, at the Dr. George S. Woods Community Center, 200 E. Hondo Avenue, Devine Texas 78016. Notice of said meeting having been prescribed in Chapter 551, Government Code, and Vernon's Texas Codes, annotated, and the following members being present:

Doug Wilkins, Chairman
Scott Herring
Fred Morales
Onis Wiemers

Thus, constituting a quorum. Commissioner Mike Herring, Chuck Guzman, and Jim Soret absent.

Personnel Present: David L. Jordan, City Administrator; Michelle Martin, City Secretary; Pete Sanchez, Director of Public Works; Juanita Romero, Director Permits/Code Enforcement.

Commissioner Wilkins called the meeting to order at 6:04pm.

The second order of business was to approve the meeting minutes from July 13, 2026. Commissioner Mike Herring made a motion to approve the meeting minutes. Commissioner Morales seconded the motion. Motion passes 4-0. Commissioner Mike Herring, Chuck Guzman, and Jim Soret absent.

The third order of business was to discuss and consider a zoning classification change for 319 Karen Kourt from Class A Single Family Residence to zoning Class B Single Family Residence District to allow for a manufactured home.

- Juanita Romero, Director Permits/Code Enforcement presented the zoning classification request from Katrina Ayala.
- A 200-foot buffer was established in notifying those in the direct impact of the zoning change request. A total of 14 notifications were mailed out. One response favored the request, none opposed. Notice was also published in the Devine Newspaper as well to let the public know.

- Juan Camacho, associate broker with Morales Realty spoke on behalf of the applicant. He explained that the applicant had purchased the property believing a manufactured home would be permitted and had made utility and home-placement arrangements.

- Commissioners asked about the square footage of the manufactured home and when it was built. It is at least 1200 square feet and less than 10 years old. The home's two section configuration was also discussed.

- A similar zoning request located across the street was previously approved by the P&Z Board and Council.

- City Staff is recommending approval for this project. This item will go to council for further consideration on September 15th.

Commissioner S. Herring made a motion to approve the zoning classification change for 319 Karen Kourt from Class A Single Family Residence to zoning Class B Single Family Residence District to allow for a manufactured home. The motion was seconded by Commissioner Wiemers. Motion passes 4-0. Commissioner Mike Herring, Chuck Guzman, and Jim Soret absent.

The fourth order of business was to discuss and review the Open Meetings Act.

- City Attorney, Tom Cate conducted a refresher training on the Texas Open Meetings Act and how it pertains to the Planning and Zoning Board.

- Meeting notice posting, quorum requirements, deliberations outside posted meetings, walking quorums, and discussion of Commission business at social gatherings were also discussed. Mr. Cate also discussed applicable notice periods and potential penalties for violations.

- Situational awareness was discussed and the need to have a quorum in order to call a meeting to order. City officials need to be in compliance with this policy.

- Notice of public meetings must be posted at least 3 business days in advance to the public.

- City Secretary, Michelle Martin said that she emailed out to each commissioner the training material for review and timeline for completion.

- Code of conduct and conflict of interest forms were also discussed.

No formal action was taken by the Planning and Zoning Board.

The fifth order of business to was adjourn.

Commissioner Morales made a motion to adjourn the meeting. Commissioner Wiemers seconded the motion. Motion passes 4-0. Commissioner Mike Herring, Chuck Guzman, and Jim Soret absent.

Meeting was adjourned at 6:30pm.

N. Douglas Williams
Chairman

Michelle Neal
City Secretary