



**CITY OF JUSTIN
PLANNING AND ZONING COMMISSION AGENDA
NOVEMBER 18, 2025
415 N. COLLEGE AVE.
6:30 PM**

1. WORK SHOP SESSION AGENDA (6:30 PM)

- A. Call to Order and Roll Call.
- B. Briefing regarding the October and November Council Meetings.
 - a. LaDera Timberbrook Reduction in Impact Fees (October 23rd)
 - b. Building Codes (October 23rd)
 - c. Creation of TIRZ#2 (October 23rd)
 - d. Cuesta Annexation (November 13th)
- C. Discuss PZ Training opportunity in February.
- D. Discuss Old Town Plan Update
- E. Discuss FM 407 Update
- F. Discuss Development Update
- G. Discuss regular agenda items.
- H. Adjourn.

2. CONVENE INTO REGULAR SESSION AT 7:30 PM

3. CALL TO ORDER AND ROLL CALL

4. PLEDGE OF ALLEGIANCE

5. PUBLIC COMMENT:

In order to the business flow and provide all citizens the opportunity to speak, the Planning & Zoning Commission Chair may impose a three-minute limit on any person addressing the Commission. Speaker slips must be completed prior to speaking. To allow the public the ability to participate in the public comment portion and not attend the meeting in person, the City allows the following: email comments may be submitted with name and address to the Director of Planning and Development Services on the day of the meeting to mcyr@cityofjustin.com. Staff

will read any received email to Commission during the discussion of this item. **Please identify the agenda item to discuss.**

6. POTENTIAL ACTION ITEMS:

- A. Discuss and provide a recommendation to City Council regarding appointments
- B. Discuss and consider appointment of a Vice-Chair
- C. Discuss and provide a recommendation to City Council regarding the appointment of Chair.
- D. Discuss the Comprehensive Plan

7. FUTURE AGENDA ITEMS:

- A. PD Amendment Justin Self Storage

8. DEVELOPMENT UPDATE:

- A. Development Update

9. EXECUTIVE SESSION :

Any item on this posted agenda could be discussed in Executive Session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and Section 551.087 of the Texas Government Code.

10. ADJOURNMENT:

I, the undersigned authority, do hereby certify that the above notice of the meeting of the City Planning & Zoning Commission of the City of Justin, Texas, is a true and correct copy of the said notice that I posted on the official bulletin board at Justin Municipal Complex, 415 North College Street, Justin, Texas, a place of convenience and readily accessible to the general public at all times.

Said notice has been posted this November 14th by 5:00 p.m., at least 72 hours preceding the scheduled meeting time.

Matthew Cyr

Matthew Cyr, Director of Development and Economic Development

NOTE: THE CITY OF JUSTIN COUNCIL CHAMBERS ROOM IS ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE CITY WILL PROVIDE SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED, IF REQUESTED AT LEAST 48 HOURS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE CITY DEVELOPMENT SERVICES DEPARTMENT



Planning and Zoning Commission Coversheet
November 18, 2025
415 N. COLLEGE AVE.

Agenda Item: A. (POTENTIAL ACTION ITEMS:)

Title: Discuss and provide a recommendation to City Council regarding appointments

Department: Administration

Contact: Matthew Cyr, Director of Planning and Development

Recommendation:

Staff recommends consideration

Background:

All odd numbers/places are up for reappointment. The recommendation will be taken to City Council for final consideration on December 11th.

Place 1: Vicente Barrientos, Member

Place 2: Scott Hill, Vice-Chair

Place 3: Gary Davis, Member

Place 4: Emily Krzyzek, Member

Place 5: Tory Turner, Member

Place 6: David Beck, Chair

Place 7: Thomas Cronberger, Member

Place 8: Rod Stokes (Alternate 1)

Place 9: Courtney Porter (Alternate 2)

City Attorney Review: No

Attachments:

None



Planning and Zoning Commission Coversheet
November 18, 2025
415 N. COLLEGE AVE.

Agenda Item: C. (POTENTIAL ACTION ITEMS:)

Title: Discuss and provide a recommendation to City Council regarding the appointment of Chair.

Department: Administration

Contact:

Recommendation:

STff recommends consideration.

Background:

In accordance with the Boards Policy Manual, the Planning and Zoning Chair shall be recommended by the Commission and affirmed by City Council.

The Commission will need to provide a recommendation to appoint or reappoint the Chair position. Further action will be taken by City Council on December 11th related to all board positions such as EDC/CDC, Library Board, the Planning and Zoning Commission and Parks and Recreation Advisory Board.

City Attorney Review: No

Attachments:

None



Planning and Zoning Commission Coversheet
November 18, 2025
415 N. COLLEGE AVE.

Agenda Item: D. (POTENTIAL ACTION ITEMS:)

Title: Discuss the Comprehensive Plan

Department: Administration

Contact: Matthew Cyr, Director of Planning and Development

Recommendation:

Discuss accordingly. No action is required.

Background:

Recieve an update from staff related to stratgeic action items from the comprehensive plan. See the adopted Comprehensive plan in the link below.

[Ord. 747-23 comp plan approved.pdf](#)

City Attorney Review: No

Attachments:

1. Comp Plan- Goals

GENERAL STRATEGIES

General Strategies represent overarching guidance for continued success through all short-term, mid-term and long-term programs. As City staff and elected officials shift over time, these strategies can help update the efforts and continue on the vision. This can also be used to adjust tactics or realign a program in case the appropriate funding, staffing or implementation process has shifted. This can be due to the City receiving a grant, or not. It can also be used to adjust alignments with partner agencies, if their goals and strategies have adjusted. As the Imagine Justin Comprehensive Plan is implemented, there will be alignment adjustments and coordinated shifting over time.

General Strategies			
Strategy	Time Requirement	Cost	Partners
Perform annual updates of GIS maps, online and in this plan, to ensure development of infrastructure and city boundaries are continuously aligned in this document.	Moderate	\$	TxDOT NCTCOG Planning + Engineering
Perform amendments to the comprehensive plan to update maps accordingly.	Low	\$	Planning + Engineering
Develop a performance tracking system to highlight the work performed and support future comprehensive plan updates with data.	Low	\$	Planning + Engineering
Support and foster the creation of a Justin Merchants Association to create a consortium on Justin Businesses, or partner with regional agencies to create a Justin specific division.	Moderate	\$\$	Local Businesses Metroport Chamber
Perform demographic updates every five (5) years to understand changes in the Justin community. Update those findings in the Imagine Justin Comprehensive Plan, as demographic update report attachments to the plan.	Low	\$	Planning NCTCOG Market Economist
Update Parks, Recreation and Open Space (PROS) Master Plan every five (5) years to ensure conformance with the Texas Parks and Wildlife Department requirements for grant funding.	Low	\$\$	Planning + Parks Dept Park Planner

SHORT-TERM STRATEGIES (0-5 YEARS)

Short-term strategies cover the next 5 years, but are not limited to just these strategies. Additional important and emergency tasks develop every day, so often these tasks take a side step to those endeavors.

Keeping in mind that gradual implementation of short-term strategies help to realize the long-term vision on a quicker pace. Having a City staff advocate in charge of implementing the comprehensive plan and other special projects will support continued implementation of these efforts.

Short-Term Strategies			
Strategy	Time Requirement	Cost	Partners
Create or update and adopt development regulations to align with the goals and outcomes of this Imagine Justin Comprehensive Plan.			
Zoning and Subdivision Code Update as needed after adoption	High	\$\$	Planning
Engineering Design Criteria Manual Update as needed	Medium	\$	Engineering TxDOT
Capital Improvement Plan Update annually	Medium	\$	All Departments
Parks, Recreation and Open Space Plan Update every five (5) years	Medium	\$	Planning Parks
Economic Development Plan Update every two (2) years	Low	\$	Economic Development Corporation
Coordinate and support the development of the Justin Heritage Foundation to preserve and program the historic sites of Justin.	Low	\$	Justin Heritage Foundation
Develop a brand and identity program that links all public facilities into a common brand, color scheme and material palette.	Medium	\$\$	All Departments EDC Brand Consultant

Short-Term Strategies, cont.

Strategy	Time Requirement	Cost	Partners
Initiate an Old Town Master Plan in coordination with the business community and adjacent neighborhoods to improve pedestrian connectivity to Old Town and link it to the new Town Square.	Medium	\$\$	Planning Engineering
Support TxDOT on the design of FM 407 by identifying programmed wayfinding and branding inclusion in the development. Identifying pedestrian improvements at intersections, permission for signage and banners, upgraded landscaping and special lighting.	Medium	\$\$\$	TxDOT NCTCOG Planning Engineering City Manager
Support TxDOT on the design of FM 1171 by identifying programmed wayfinding and branding inclusion in the development. Identifying pedestrian improvements at intersections, permission for signage and banners, upgraded landscaping and special lighting.	Medium	\$\$\$	TxDOT NCTCOG Planning Engineering City Manager
Work with developers to align their visions for master plans to adhere to the goals and outcomes of this Imagine Justin Comprehensive Plan.	Low	\$	Planning Engineering
Update park policies to align with the goals and outcomes of the Parks, Recreation, and Open Space Master Plan. This includes operation policy, budgeting and dedication and/or fee-in-lieu policies.	Low	\$	Planning Parks
Under the guidance of the brand and identity program, work with the Justin Merchants Association and/or regional partner to develop hire an activation specialist and calendar of events for the various gathering spaces. Include annual, quarterly, and monthly events, while allowing room for non-city special events to be programmed as well.	High	\$\$	Activation Specialist Merchants Association Metroport Chamber

MID-TERM STRATEGIES (5-10 YEARS)

Mid-term strategies build off the efforts in the short-term. These strategies allow for implementation of the more aggressive planning programs through fulfillment of construction of major infrastructure plans, implementing ideas and concepts, and improving on those short-term strategies that were not completed. Ideally, with a five year update of the Imagine Justin Comprehensive Plan, these mid-term strategies will be folded into the short-term strategies and adjusted as needed.

Mid-Term Strategies			
Strategy	Time Requirement	Cost	Partners
Perform a five (5) year update to the Imagine Justin Comprehensive Plan and Parks, Recreation and Open Space Master Plan.	Medium	\$	Planning Engineering Parks
For any major alignment changes, update City development codes and manuals to reflect substantial changes to align with updated comprehensive plan.	Low	\$	Planning Engineering Parks
Continue to implement and install brand and identity program recommendations, specifically as it applies to parks and trails improvements.	Medium	\$\$	All Departments EDC Developers
Continue to implement and install improvements recommended in Old Town Master Plan or other special area plans performed in the previous five years.	Medium	\$\$	Planning Engineering Developers
Support TxDOT on the construction of FM 407 and FM 1171 according to the designed upgrades the City has coordinated and approved funding to implement.	Medium	\$\$\$	TxDOT NCTCOG Planning Engineering City Manager
Continue to work with developers to align their visions for master plans to adhere to the goals and outcomes of this Imagine Justin Comprehensive Plan.	Low	\$	Planning Engineering

LONG-TERM STRATEGIES (10+ YEARS)

Long-term strategies are the progressive continuation of the Imagine Justin Comprehensive Plan. With each update, the long-term strategies should be used to fill in the strategies for short-term and mid-term time frames. As direction changes, or as build-out of the City is realized, new long-

term strategies can be introduced to guide City staff, the community, partner agencies, or decision-makers. These long term strategies are the fulfillment of the three guiding principles of Culture, Community and Identity.

Long-Term Strategies			
Strategy	Time Requirement	Cost	Partners
Perform a five (5) year update to the Imagine Justin Comprehensive Plan and Parks, Recreation and Open Space Master Plan.	Medium	\$	Planning Engineering Parks
For any major alignment changes, update City development codes and manuals to reflect substantial changes to align with updated comprehensive plan.	Low	\$	Planning Engineering Parks
Evaluate the programming within the Activation strategy for public gathering spaces in the City. Support the creation of a department serving under the activation specialist at the City or partner agency for managing programming and events as a marketing division of the City.	Medium	\$\$	Planning Engineering Developers
Work with developers and TxDOT to continue improving the access and connectivity throughout the City, following the Mobility Plan and Active Transportation Plan	Medium	\$\$\$	TxDOT NCTCOG Planning Engineering City Manager
Continue to work with developers to align their visions for master plans to adhere to the goals and outcomes of this Imagine Justin Comprehensive Plan.	Low	\$	Planning Engineering