

MINUTES
SPECIAL CALLED PLANNING AND ZONING COMMISSION MEETING
BOERNE CITY HALL
RONALD C. BOWMAN CITY COUNCIL CHAMBERS
447 North Main Street
Monday, January 13, 2025 – 6:00 p.m.

Minutes of the Special Called Planning and Zoning Commission meeting of January 13, 2025.

Present 5 - Commissioner Bill Bird, Chairman Tim Bannwolf, Commissioner Terry Lemoine, Commissioner Bob Cates, and Commissioner Carlos Vecino

Absent 1 - Commissioner Susan Friar

Staff Present: Nathan Crane, Franci Linder, Ryan Bass, Sara Varvarigos, Jeff Carroll, Barrett Squires, and Lori Carroll. Mick McKamie attended virtually.

Registered / Recognized Guests: None

1. CALL TO ORDER – 6:00 PM

Chairman Bannwolf called the Planning and Zoning Commission to order at 6:00 p.m.

2. CONFLICTS OF INTEREST

No conflicts were declared.

3. PUBLIC COMMENTS:

No comments were received.

4. CONSENT AGENDA:

A MOTION WAS MADE BY COMMISSIONER CATES, SECONDED BY COMMISSIONER BIRD, TO APPROVED THE CONSENT AGENDA AS PRESENTED. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yeah: 6 - Commissioner Bird, Chairman Bannwolf, Vice Chair Hiler, Commissioner Lemoine, Commissioner Cates, and Commissioner Vecino

Absent: 1 - Commissioner Friar

- 4.A.** [2025-002](#) Consider approval of the minutes of the Planning and Zoning Commission meeting of December 2, 2024.

THE MINUTES WERE APPROVED.

- 4.B.** [2025-003](#) Consider approval for Kernaghan Addition Major Subdivision Replat establishing Lot 14A.

THE REPLAT WAS APPROVED.

5. REGULAR AGENDA:

- 5.A.** [2025-004](#) Consider the City of Boerne Planning & Zoning Commission Rules of Decorum and Subcommittee Guidelines.

Chairman Bannwolf reminded the Commissioners of the discussions held during the November and December meetings concerning Decorum and Subcommittee Guidelines. He requested City Attorney Mick McKamie to review the proposed amendments aimed at streamlining meetings and ensuring compliance with the Open Meetings Act. City Attorney McKamie emphasized that subcommittees are advisory in nature.

A MOTION WAS MADE BY COMMISSIONER BIRD, SECONDED BY VICE CHAIR HILER, TO APPROVE THE CITY OF BOERNE PLANNING & ZONING COMMISSION RULES OF DECORUM AND SUBCOMMITTEE GUIDELINES. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yeah: 6 - Commissioner Bird, Chairman Bannwolf, Vice Chair Hiler, Commissioner Lemoine, Commissioner Cates, and Commissioner Vecino

Absent: 1 - Commissioner Friar

6. COMMENTS FROM COMMISSION/LEGAL COUNSEL/STAFF - No discussion or action may take place

Nathan Crane, Planning Director provided an update to the commissioners regarding the amendments to the UDC and Code of Ordinances regarding food trucks. The second reading of the ordinances will go before city council tomorrow for consideration.

Chairman Bannwolf called on Sara Varvarigos, Planner II to explain her recent AICP certification. He also stated that Commissioner Friar was not present at the meeting due to a scheduled absence.

7. ADJOURNMENT

Chairman Bannwolf adjourned the meeting at 6:12 p.m.

Approved:

Chairman

Attest:

Secretary