

MINUTES
PLANNING AND ZONING COMMISSION MEETING
BOERNE CITY HALL
RONALD C. BOWMAN CITY COUNCIL CHAMBERS
447 North Main Street
Monday, May 5, 2025 – 6:00 p.m.

Minutes of the Planning and Zoning Commission meeting of May 5, 2025 at 6:00 p.m.

Present: 6 - Chairman Tim Bannwolf, Commissioner Bill Bird, Commissioner Bob Cates, Commissioner Susan Friar, Commissioner Terry Lemoine, Commissioner Carlos Vecino

Absent: 1 - Vice Chair Lucas Hiler

Staff Present: Mick McKamie, Barrett Squires, Heather Wood, Nathan Crane, Francesca "Franci" Linder, Jo-Anmarie Andrade, Jeff Carroll, Tyler Cain, Ryan Bass, Elizabeth Huvalla, Foster Simonsen

Recognized and Registered Guests: Rodolfo Montero, Bob Trautmann, Mickey Starnes, Jose Hernandez, Stephanie Calamari, Justin Hobson, Dan Dunagan

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

Commissioner Vecino declared a conflict with Consent Agenda item 4.B.

3. PUBLIC COMMENTS: This is the opportunity for visitors and guests to address the Planning and Zoning Commission on any issue. The Planning and Zoning Commission may not discuss any presented issue, nor may any action be taken on any issue at this time. (Attorney General opinion – JC-0169)

Chairman Bannwolf opened public comments at 6:10 p.m.

Dan Duncan spoke regarding concerns with the proposed opening of a

second Starbucks, emphasizing the potential negative impact on local coffee shops and he expressed worries about the increased traffic that such a development could bring.

Boerne City Council women Sharon Wright expressed her concerns regarding potential traffic issues with the proposed Starbucks on Herff Road and inquired about the potential for conducting a traffic study.

Chairman Bannwolf closed public comments at 6:15 p.m.

4. CONSENT AGENDA: All items listed below within the consent agenda are considered routine by the Planning and Zoning Commission and may be enacted with one motion. There will be no separate discussion of items unless there is a Commission member or citizen request, in which event the item may be moved to the general order of business and considered in its normal sequence.

A motion was made by Commissioner Friar, seconded by Commissioner Bird, to approve items 4.A, and 4.C. of the consent agenda. The motion carried by the following vote:

Yea 6 - Chairman Bannwolf, Commissioner Friar, Commissioner Bird, Commissioner Vecino, Commissioner Cates, Commissioner Lemoine

4.A. [2025-203](#) Consider approval of the minutes of the Planning and Zoning Commission meeting of April 7, 2025.

4.B. [2025-192](#) Consider approval for Chase Major Development Plat located at 441 West Bandera Road.

At 6:01 p.m., Commissioner Vecino, left the dais and abstained from voting on agenda item 4.B.

Jo-Anmaire Andrade, City Planner II, presented the proposed plat.

The Commission questioned the timeline for removal of the pole sign near the interstate and inquired about the site only having one access point.

Jo-Anmaire clarified that while stipulations concerning signage cannot be incorporated into the plat approval, they can be addressed during the

building permit phase.

The applicant, Stephanie Calamari, explained that the demolition of the sign is part of the building permit and she confirmed that the one point of access is per TxDOT rules.

A motion was made by Commissioner Friar, seconded by Commissioner Bird, to approve the Chase Major Development Plat located at 441 West Bandera Road. The motion carried by the following vote:

Approved: 5-0

Yea - Chairman Bannwolf, Commissioner Bird, Commissioner Cates, Commissioner Lemoine, Commissioner Friar

Commissioner Vecino abstained from the vote.

- 4.C. [2025-193](#) Consider approval for Cibolo Vista Major Subdivision Plat generally located east of Interstate 10 W and south of N Main Street.

5. REGULAR AGENDA:

- 5.A. [2025-194](#) Consider a request for a Special Use Permit (SUP) to allow for a drive-thru in the C2 - Transitional Commercial Zoning District within the SoBo - South Boerne Overlay District located at 20 Old San Antonio Road (Commons at Menger Creek Unit 11 Lot - 11A).

Commissioner Vecino returned to the dais at 6:10 p.m.

Francesca, "Franci" Linder, Assistant Planning Director, presented the proposed special use permit.

Chairman Bannwolf opened the public hearing at 6:33 p.m.

No comments were received.

Chairman Bannwolf closed the public hearing at 6:33 p.m.

The commission engaged in a discussion regarding concerns about access

from Herff Road, including the potential need for a deceleration lane at the right-in, right-out access point. They discussed possible signage directing traffic to utilize the rear access from the cul-de-sacs to alleviate congestion. Additionally, concerns were voiced about traffic stacking on Herff Road, especially during peak times when students from the nearby high schools are arriving before 9 a.m., and if there was adequate parking in the site plan. The commission emphasized the importance of considering community feedback and expressed apprehension about the possibility of the project not proceeding, which could lead to alternative developments that may not align with community interests.

Franci Linder confirmed that if another business came in on the adjacent property, another drive-thru would be allowed. She further clarified that in the South Boerne Overlay District (SOBO) there are separate parking requirements that are lower and that parking has been reduced from what was presented to the Commission in previous meeting.

Developer Justin Hobson confirmed at a letter of intent has been signed by Starbucks, but they will only establish a presence in an auto-oriented zoning district if a drive-thru is permitted. Hobson also discussed the introduction of mobile pickup spots designed to alleviate traffic congestion. The project is vested under previous regulations that allow for a pre-approved right-in and right-out access. If the current proposal is not approved, Starbucks will not proceed with the location. He expressed willingness to explore the possibility of a deceleration lane as a potential solution to traffic concerns. Additionally, he mentioned that a property to the west will be developed before this project, enhancing connectivity to Gallant Fox. The lots will have a rear access easement, allowing for the construction of access points as individual projects are developed. Hobson addressed mentioned their intention to align with the master plan for the various retail developments, which will include landscaping, an oversized patio, and rainwater catchment systems.

Engineer Ben Flint contributed to the discussion by highlighting that the traffic study indicates most of the traffic will already be passing by, rather than generating new traffic.

Jeff Carroll, the Director of Engineering and Mobility, addressed the regulations prior to the implementation of the Unified Development Code (UDC), which prohibited drive-thrus on major arterial roads. The language was written with creation of the UDC to include when there is a median (on four lane roads) right in and right outs not allowed. He confirmed that this project is vested to older codes that allow right in and right outs.

Mick McKamie, Associate City Attorney, clarified that reasonable conditions can be placed on special use permits, however, enforcement could be problematic, so it would be best to identify in the condition how the stacking issue would be determined.

Nathan Crane, Planning Director, confirmed that the proposed Emergency Room planned to be developed on the property to the west did have a ground breaking ceremony recently and their plans are approximately 60 -70 percent complete. After much discussion, he requested the commission to allow staff to speak with the applicants for about ten minutes to possibly come up with a couple of stipulations that might work.

At 7:45 p.m. Chairman Bannwolf called for a 15 minute recess.

The meeting resumed at 7:57 p.m.

Nathan Crane proposed a few stipulations that were discussed with the applicant; one stipulation would be that, prior to certificate of occupancy, the development would ensure rear access to the cul-de-sac at Gallant Fox. Another stipulation discussed (due to utility conflicts for the developer) would be to hire a third-party consultant (selected by Mobility and Engineering) to prepare a traffic study (paid for by the applicant) to determine the need for a deceleration lane and then staff will review and then it would need to be shown on the site plan for the construction plans. The traffic study would be on both lots and taking into consideration that both cul-de-sacs would be opened, even though

one may not open for some time - first connection would be to the west. They also discussed some directional signage potentially for people to access the site for the drive-thru to the rear (to either one or both of the cul-de-sacs).

A motion was made by Commissioner Bird, seconded by Commissioner Friar, to make a recommendation to Boerne City Council to approve a Special Use Permit (SUP) to allow for a drive-thru in the C2 - Transitional Commercial Zoning District within the SoBo - South Boerne Overlay District located at 20 Old San Antonio Road (Commons at Menger Creek Unit 11 Lot - 11A) with the following conditions:

1. The connection to either cul-de-sac to the east or west be established prior to the certificate of occupancy being issued
2. Hire a third-party consultant (selected by the City) to prepare a traffic study (paid for by the applicant), for both lots 11A +11B, to determine the need for a deceleration lane on Herff Road to the right in, right out access point; the traffic study would assume that the connection to the west was opened but not the connection to the east.
3. Provide directional signage for individuals to access the drive-thru

Franci Linder suggested adding the 4th condition regarding landscaping that was outlined in the staff memo (the landscaping plan and permeable paving system must meet UDC requirements at time of development as determined by the Planning Director).

Commissioner Bird and Commissioner Friar agreed to include the 4th condition in the motion.

Commissioner Cates requested that part of condition #2 should include both lots (11A +11B).

Commissioner Cates made a motion, seconded by Commissioner Bird, to amend the original motion to presume that both lots (11A and 11B) would be considered in the traffic analysis. The motion to amend the

original motion passed by the following vote:

Yea 6 - Chairman Bannwolf, Commissioner Bird, Commissioner Cates, Commissioner Lemoine, Commissioner Friar, Commissioner Vecino

A motion was then made by Commissioner Cates, seconded by Commissioner Bird, to make a recommendation to Boerne City Council to approve a Special Use Permit (SUP) to allow for a drive-thru in the C2 - Transitional Commercial Zoning District within the SoBo - South Boerne Overlay District located at 20 Old San Antonio Road (Commons at Menger Creek Unit 11 Lot - 11A) with the following conditions:

1. The connection to either cul-de-sac to the east or west be established prior to the certificate of occupancy being issued
2. Hire a third-party consultant (selected by the City) to prepare a traffic study (paid for by the applicant), for both lots 11A +11B, to determine the need for a deceleration lane on Herff Road to the right in, right out access point; the traffic study would assume that the connection to the west was opened but not the connection to the east.
3. Provide directional signage for individuals to access the drive-thru
4. The landscaping plan and permeable paving system must meet UDC requirements at time of development as determined by the Planning Director

The new motion passed by the following vote:

Yea 6 - Chairman Bannwolf, Commissioner Bird, Commissioner Cates, Commissioner Lemoine, Commissioner Friar, Commissioner Vecino

6. DISCUSSION ITEMS:

6.A. [2025-195](#) Annual Report Presentation

Nathan Crane, Planning Director, presented an annual report from the city manager's office.

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

Nathan Crane introduced summer intern, Forster Simonsen, who is studying urban and regional planning.

Chairman Bannwolf recognized Commissioner Terry Lemoine for her years of service on the Planning and Zoning Commission.

- 7.A. [2025-196](#) Recognition of Service - Terry Lemoine
- 7.B. [2025-197](#) 2025 Board and Commission Members
- 7.C. [2025-204](#) Introduction of Summer Intern - Foster Simonsen

8. ADJOURNMENT

Chairman Bannwolf adjourned the Planning and Zoning Commission at 8:30 p.m.

Chairman

Secretary