

MINUTES
PLANNING AND ZONING COMMISSION MEETING
BOERNE CITY HALL
RONALD C. BOWMAN CITY COUNCIL CHAMBERS
447 North Main Street
Monday, March 3, 2025 – 6:00 p.m.

Minutes of the Planning and Zoning Commission meeting of March 3, 2025 at 6:00 p.m.

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

Absent: 1 - Vice Chair Lucas Hiler

Late: 1 - Commissioner Susan Friar

Staff Present: Mick McKamie, Kristy Stark, Barrett Squires, Heather Wood, Nathan Crane, Francesca "Franci" Linder, Jo-Anmarie Andrade, Cheryl Rogers, Tyler Cain, Ryan Bass, Jeff Carroll, Lissette Jimenez

Recognized and Registered Guests: Vicki Stringer, Rodolfo Montero, Carson Keller, Mark Santos. Justin Hopskin, Ben Flint

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:

Chairman Bannwolf opened public comments at 6:01 p.m.

No comments were received.

Chairman Bannwolf closed public comments at 6:01 p.m.

4. CONSENT AGENDA:

A motion was made by Commissioner Cates, seconded by Commissioner Bird, to approve the consent agenda as presented. The motion carried by the following vote:

Approved: 5-0

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

- 4.A. [2025-036](#) Consider approval of the minutes of the Special Called Planning and Zoning Commission meeting of January 13, 2025.
- 4.B. [2025-077](#) Consider approval for Northside Community Park Major Subdivision Plat, generally located at 524 Adler Rd.
- 4.C. [2025-078](#) Consider approval for a 30-day time extension for Chase Bank Major Development Plat located at 441 W Bandera Rd.

5. REGULAR AGENDA:

- 5.A. [2025-079](#) Item Postponed - Consider a request for a Special Use Permit (SUP) to allow automobile parts and parts sales in the C2 Zoning District within Entrance Corridor Overlay District located at 1032 N Main St.

Applicant requested to postpone this item. No action taken.

No members of the public signed up to speak and no comments were received for the public hearing.

- 5.B. [2025-080](#) Consider a request to allow on-site sewage at 123 Frederick Street.

Francesca "Franci" Linder, Assistant Planning Director, presented the proposed request.

Commissioner Susan Friar arrived at 6:02 p.m.

Vicki Stringer, the property owner, explained that the planned expansion is for a beauty, health, and wellness park; she emphasized the necessity for additional space to effectively establish the beauty park and to accommodate the various service types that will be offered. She noted that water usage would be minimal at some of the buildings due to some of the structures not requiring individual bathrooms, and that a centralized restroom could serve some of those businesses. She expressed a willingness to reduce the number of buildings to whatever is allowed and indicated there is not an urgency to put a septic or put another lift station until phase two of the plan, as long as one of these options would be available to her for the expansion.

Carson Keller, an engineer at Matkin Hoover, inquired whether option 1, which partially occupies the public right of way, qualifies as a public infrastructure improvement and what triggers the platting requirement for the buildings.

Commission discussion included various sewage alternatives, such as septic systems and lift stations, while highlighting concerns associated with each option. Inquiries were made about the gravity feed sewer main on Frederick Street, which cannot be extended to the property in question. Additional questions arose regarding the use of septic systems by other businesses in the vicinity and the implications of the platting process on the proposed development.

Franci discussed the current development plans and septic system options for properties owned by the applicant, including 123 and 117 Frederick Street. She explained that the existing development is utilizing a gravity feed sewer main along Frederick Street that cannot be feasibly extended to service the hair salon property. As for the septic system, she clarified that it would require permitting through Kendall County and they would have to adhere to all applicable county regulations. She further clarified that the cost difference presented in options 1 and 3 would be significantly more than \$5000 due to option 1 estimate not including provisions for new sewer service, a utility easement, or the

installation of a new sewer line. She confirmed that, to the best of her knowledge, there are currently no other businesses in the immediate area that rely on septic systems for wastewater management.

Jeff Carroll, Director of Engineering and Mobility, gave a brief description of septic system functionality.

Nathan Crane, Planning Director, explained that the need for replatting arises when a development involves portions of two different lots. He discussed the urgency of the platting process is particularly significant when on-site sewage is not a viable option, as this limitation can substantially impact what can be done on the site. Nathan clarified that regardless of the chosen option, platting the property is still necessary and must be finalized before any building permits can be issued; platting requirements can be addressed directly with the applicant and he suggested meeting with the applicant after the meeting to discuss the specifics in detail. Separately he explained that if the installation of on-site sewage facilities is selected and deemed sufficient to handle the proposed development's needs, connecting to a sewer would not be immediately mandatory, provided the current lift station remains functional. However, it would require connecting to the main after a predetermined period, tentatively set at five years.

Overall, the Commission expressed concerns with not knowing the total cost for option 1 and desired to have better estimates provided before making a final decision. The property owner, Vicki Stringer, agreed to table the item to allow more time to work through the options.

A motion was made by Commissioner Cates, seconded by Commissioner Bird, to table a request to allow on-site sewage at 123 Frederick Street until the applicant decides to reintroduce the matter to the Commission. The motion carried by the following vote:

Approved: 6-0

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

6. DISCUSSION ITEMS

- 6.A. [2025-081](#) Discuss a potential request for a special use permit (SUP) to allow a drive-thru in SoBo District located at Commons at Menger Creek.

Francesca "Franci" Linder, Assistant Planning Director, gave a brief presentation on a proposed future development in the SoBo overlay district off of Herff Road, adjacent to Gallant Fox.

Mark Santos, Engineer with LJA Engineering, and Justin Hopskin, the developer, discussed various aspects of the project. They noted that the development is not expected to generate significant new traffic, as it will primarily serve vehicles already traveling on Herff Road. The plan includes a mobile pick-up option and an entrance strategically placed between the two lots to align with the vision for the businesses that will occupy the space. They expressed their intention to create an attractive fast-casual establishment with inviting patio areas for patrons to enjoy. The developers are actively seeking a new user for the second lot. The Site Development Plan includes a connection to the cul-de-sac to the east of Gallant Fox.

Ben Flint, a traffic engineer from LJA Engineering, addressed the traffic implications, emphasizing the goal of creating a walkable environment.

The proposed site plan includes a drive-thru, which is not allowed by right, so they will be coming before the commission with a request for a special use permit.

Commissioner Cates inquired about the stacking of vehicles, expressing a preference for it to occur at the rear of the property and away from Herff Road.

No action taken.

- 6.B. [2025-082](#) Discuss 2024 Citizen Survey Results

Kristy Stark, Assistant City Manager, provided an overview of the 2024 citizen survey results. Survey results from 2021, 2023, and 2024 are available on the city's website.

7. COMMENTS FROM COMMISSION/LEGAL COUNSEL/STAFF:

Nathan Crane recognized Liz Huvalla who recently was promoted to Development Coordinator with the Planning Department.

Commissioner Friar gave kudos to Sara Varvarigos for outstanding customer service.

8. ADJOURNMENT

Chairman Bannwolf adjourned the Planning and Zoning Commission at 7:40 p.m.

Chairman

Secretary