

MINUTES
SPECIAL CALLED JOINT CITY COUNCIL AND
PLANNING AND ZONING COMMISSION MEETING
City Hall Staff Training Room – 1st Floor
447 N Main
Boerne, TX 78006

MARCH 24, 2026 – 6:30 PM or immediately following the City Council Meeting

Minutes of the Special Called Joint City Council and Planning and Zoning Commission of March 24, 2026.

Present: **13** - Mayor Frank Ritchie, Mayor Pro Tem Ty Wolosin, Council Member Joe Bateman, Council Member Kyle Mickelsen, Council Member Bret A. Bunker, Council Member Joseph Macaluso, Tim Bannwolf, Lucas Hiler, Bill Bird, Bob Cates, Susan Friar, Cody Keller, and Carlos Vecino

Staff Present: Ben Thatcher, Mike Brinkmann, Jeff Carroll, Lori Carroll, Nathan Crane, Maria Garcia, Franci Linder, Mick McKamie, Kristy Stark, Chastity Valdes, and Danny Zincke.

1. CALL TO ORDER

Mayor Ritchie called the City Council Members to order at 7:35 p.m.

Chairman Bannwolf called the Planning and Zoning Commission to order at 7:35 p.m.

2. PUBLIC COMMENTS:

No comments were received.

3. REVIEW AND DISCUSSION REGARDING POTENTIAL UPDATES TO THE UNIFIED DEVELOPMENT CODE.

Mayor Ritchie called on Nathan Crane, Planning Director, to review proposed updates to the Unified Development Code (UDC). Director Crane began by outlining the various types of plats, the current development process, and

approval responsibilities of the Planning and Zoning Commission and those that are considered administrative. He presented a proposed flowchart illustrating revisions to the development process and plat approval responsibilities to ensure compliance with HB 3699.

Director Crane then discussed proposed additions to land use categories, including vape shops, CBD dispensaries, tattoo studios, and permanent makeup establishments. He also reviewed proposed environmental regulations related to xeriscaping, impervious cover limitations, rainwater harvesting, and HVAC condensate capture, along with updates to dark sky standards.

He continued with an overview of recent legislative changes, including HB 24 regarding notice and protest procedures for zoning changes, HB 2464 concerning no-impact home-based businesses, and HB 2844 related to food truck vendor licensing.

Director Crane outlined additional proposed amendments addressing telecommunications, fencing, signage, swimming pool setbacks, parking standards, overlay districts, automobile service uses, city property zoning districts, temporary use permits, and flag size regulations.

He also presented a proposed change to the Historic Landmark Commission meeting schedule, moving it from the first Tuesday to the third Monday of each month, and proposed combining the Design Review Committee with the Historic Landmark Commission. Director Crane further noted that the Impact Fee Committee is currently composed of the Planning and Zoning Commission. However, due to recent legislative changes, the Impact Fee Committee may no longer consist of "city officials," requiring the City to establish a separate committee. He indicated that, if the Historic Landmark Commission and Design Review Committee are combined, some members of that body could potentially serve on the new Impact Fee Committee, which must be comprised of at least 50 percent individuals from the development, real estate, or building industries.

Further discussion included proposed Engineering and Mobility updates, such as sidewalk requirements and alignment with the Safe Streets for All initiative.

Director Crane noted that the UDC allows for two comprehensive amendment cycles per year, each requiring two public hearings-one before the Planning and Zoning Commission and one before City Council. He also presented a prioritized list of amendments anticipated for Summer 2026 and Fall 2026.

Discussion followed regarding a potential requirement for a super-majority vote of City Council when a zoning change recommendation is denied by the Planning and Zoning Commission, as well as proposed revisions to tree mitigation regulations.

4. ADJOURNMENT

Mayor Ritchie adjourned the City Council Members at 8:47 p.m.

Chairman Bannwolf adjourned the Planning and Zoning Commission at 8:47 p.m.

Approved:

Mayor

Attest:

City Secretary