

MINUTES
PLANNING AND ZONING COMMISSION MEETING
BOERNE CITY HALL
RONALD C. BOWMAN CITY COUNCIL CHAMBERS
447 North Main Street
Monday, April 7, 2025 – 6:00 p.m.

Minutes of the Planning and Zoning Commission meeting of April 7, 2025 at 6:00 p.m.

Present: 7 - Chairman Tim Bannwolf, Vice Chair Lucas Hiler, Commissioner Bill Bird, Commissioner Bob Cates, Commissioner Susan Friar, Commissioner Terry Lemoine, Commissioner Carlos Vecino

Staff Present: Maria Garcia, Kristy Stark, Barrett Squires, Heather Wood, Nathan Crane, Francesca "Franci" Linder, Jo-Anmarie Andrade, Cheryl Rogers, Tyler Cain, Ryan Bass

Recognized and Registered Guests: Dennis Spinelli, Daniel Wetzel, Bret Wosnig, Kathy Garcia, Griffin Bobbett, Stephanie Calamari, Michael Jersin

1. CALL TO ORDER – 6:00 PM

Chairman Bannwolf called the Planning and Zoning Commission to order at 6:01 p.m.

2. CONFLICTS OF INTEREST

No conflicts were declared.

3. PUBLIC COMMENTS:

Chairman Bannwolf opened public comments at 6:03 p.m.

No comments were received.

Chairman Bannwolf closed public comments at 6:03 p.m.

4. CONSENT AGENDA:

Commissioner Hiler requested to move items 4.C. and 4.D. from the

consent agenda to be discussed and voted on separately; all Commissioners were in favor.

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

Approved: 7-0

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

- 4.A.** [2025-163](#) Consider approval of the minutes of the Planning and Zoning Commission meeting of March 3, 2025.
- 4.B.** [2025-164](#) Consider approval for Esperanza 3H Major Subdivision Preliminary Plat a 81-lot single family subdivision, generally located northeast of Esperanza Boulevard and Fortuna Street. (extra territorial jurisdiction)
- 4.C.** [2025-165](#) Consider approval for The Birch at Spencer Ranch Phase 3 Final Plat a 70-lot single family subdivision generally located to the west of Spencer Road and north of State Highway.

Francesca "Franci" Linder, Assistant Planning Director, presented the final plat. She clarified that there are some legal non-conforming lots that will be permitted to be developed and they are in conformance with the master plan. Further, this final plat has the same amount of lots as the preliminary plat that was previously approved in 2022 and 2024.

Commission discussion ensued regarding concerns with the language contained within staff's recommendation for approval, specifically pertaining to item number four; they expressed apprehension, fearing that the installation of a traffic light might never come to fruition. The central issue revolved around the absence of a requirement for the installation of a traffic signal in conjunction with the future development. They also inquired about additional traffic generated by a

new gas station in the area.

Assistant City Manager Kristy Stark provided clarification, emphasizing that item number four did not pertain to the traffic signal, which had been a topic of discussion during a previous council meeting. She further elaborated that the city's engineering staff had already initiated discussions with the Texas Department of Transportation (TxDOT) concerning the implementation of a future traffic signal.

Nathan Crane, Planning Director, explained that the development agreement (DA) addressed the land requirements and included provisions for conducting traffic analysis. He clarified that stipulation number four in the staff recommendation was a separate matter, focusing on warning signs and lights rather than a full traffic signal.

Cheryl Rogers, City Engineer, indicated that individually each phase of the Spencer Ranch development might not meet the threshold to require installation of a traffic signal, however, cumulatively the impact will trigger this requirement as development advances. She noted that the development agreement (DA) specifies in the appendix rough proportionality, detailing what traffic mitigation measures each owner is responsible for and the criteria for determining when a signal would be warranted, which would need to be demonstrated to TxDOT. As development progresses, the cumulative impact will be monitored through the submission of traffic impact analysis(TIA) by the developers. She also mentioned that the gas station in question is owned by a separate entity and was not included in the DA.

A motion was made by Commissioner Hiler, seconded by Commissioner Friar, to approve The Birch at Spencer Ranch Phase 3 Final Plat, a 70-lot single family subdivision, generally located to the west of Spencer Road and north of State Highway with the caveat that the 4th stipulation outlined in the staff memo be amended to the following:

The applicant shall cooperate with city staff in any cost sharing and approaching TxDot with a request to install two warning signs (lights) on

Highway 46 to warn motorists traveling from each direction of the upcoming intersection of Hwy 46 and Spencer Ranch Blvd.

The motion carried by the following vote:

Approved: 7-0

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

- 4.D.** [2025-166](#) Consider approval for a 30-day time extension for Chase Bank Major Development Plat located at 441 West Bandera Road.

Franci Linder, Assistant Planning Director, explained that they are working through the plat process and currently the Letter of Certification (LOC) approval is pending due to minor outstanding comments.

Commission discussion ensued regarding the existing nonconforming sign currently on the property. There was mention of the sign being an eye sore impacting the community and the commission sought clarification on the specific city requirements related to the sign.

Nathan Crane, Planning Director, provided additional context, explaining that the sign is currently classified as a freeway pole sign which no longer complies with the city's current code and regulations. As such, the property owner will be required to bring the sign into compliance with the latest standards.

Franci Linder confirmed that the removal of this sign would be a mandatory requirement prior to issuance of the Certificate of Occupancy.

Chase Bank representative, Stephanie Calamarie, confirmed that removing the highway-facing sign is a top priority and will be one of the first actions taken once the building permit is secured. She detailed that the new sign will be much smaller in scale, standing at approximately 25

feet tall and 2.5 feet wide.

A motion was made by Commissioner Bird, seconded by Commissioner Friar, to approve a 30-day time extension for Chase Bank Major Development Plat located at 441 West Bandera Road. The motion carried by the following vote:

Approved: 7-0

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

5. REGULAR AGENDA:

- 5.A.** [2025-167](#) A request for a Special Use Permit (SUP) to allow automobile parts and parts sales (O'Reilly Auto Parts) in the C2 Zoning District within the Entrance Corridor Overlay District located at 1032 North Main Street.

Jo-Anmarie Andrade, City Planner II, presented the special use permit request.

Michael Jersin, representative of O'Reilly's, gave a brief presentation on behalf of the property owner, highlighting their plans to engineer the back dock and paved area (which is currently deteriorating) to enhance aesthetics. He explained that the front of the building would maintain a cohesive look with neighboring tenants, preserving the existing stone, and they will replace awnings. He also mentioned that batteries are shipped out daily.

District Manager Kathy Garcia addressed concerns regarding the color and brightness of the red used in O'Reilly's logo, noting that adjustments have been made in other cities. She confirmed that delivery schedules could be modified to restrict hours of operation and noted that this location does not have deliveries on Sundays or Mondays.

Griffin Bobbett, another representative for O'Reilly's, assured that the area would be cleaned and utilized effectively, with parts received daily

during operational hours.

The commission deliberated on issues related to noise generated by trucks, as well as concerns regarding the red color of the O'Reilly's logo on the front facade. However, they were overall in favor of the project and pleased with the conceptual plans.

A motion was made by Commissioner Bird, seconded by Commissioner Cates, to approve a Special Use Permit (SUP) to allow automobile parts and parts sales (O'Reilly Auto Parts) in the C2 Zoning District within the Entrance Corridor Overlay District located at 1032 North Main Street with the caveat that deliveries be limited to the hours of 7:00 a.m. - 10:00 p.m. and no deliveries on Sundays or Mondays. The motion carried by the following vote:

Approved: 7-0

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

6. DISCUSSION ITEM:

- 6.A.** [2025-168](#) Discuss future land use and proposed development of 727A Johns Road.

Francesca "Franci" Linder, Assistant Planning Director, discussed a future proposed development located at 727A Johns Road. She clarified that per the Future Land Use Plan for the city, a duplex development would be appropriate for this area, however, two access points to the site is the main concern.

Commissioner Hiler departed from the dais and exited the Council Chambers at 7:25 p.m.

Daniel Wetzel, engineer and representative of the property owner, explained that the project has been through many iterations and the

proposed is the most feasible for the property owner. He discussed potential traffic concerns from additional traffic through Hampton Way due to the narrow existing streets. The design of the project is further constrained by the Unified Development Code guidelines, which limit the number of homes that can be constructed on the tract. The project team has coordinated with the Boerne Independent School District to allow the 12-foot access point from the elementary school, which will be utilized solely as an emergency access route, secured by a gate with a Knox box, not as public right-of-way as that would create security concerns for their students. The primary challenge remains the necessity for two public access points; however, the neighboring property owner to the west is not amenable to altering their access. The proposed development aims to provide affordable housing for families in the form of duplexes, and while alternative concepts for the property have been explored, this plan has emerged as the most viable option for both the site and the landowner. He also noted that they explored access to Lattimore Boulevard, however that option created feasibility challenges for the project.

Dave Spenilli, the property owner, affirmed that this plan represents the most practical solution for his property.

Michael Giddons, spoke on behalf of Mr. Spenilli, indicating that prospective homeowners in the new development would likely utilize the new private access road leading to Johns Road rather than traversing through the Hampton neighborhood.

Commission discussion included concerns with the one access point to the south at Hampton Way; they questioned if there is a creative way to eliminate the Hampton Way access and possibly have another entrance (possibly ingress/egress off of Lattimore Blvd to the east).

No action taken.

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

Kristy Stark introduced Maria Garcia, Associate City Attorney, to the

commission.

7.A. [2025-169](#)

1.) Impact Fee Advisory Board Meeting will be held on May 5, 2025, at 5:30 p.m. in the Boerne City Hall Council Chambers.

2.) Planning and Permitting + Code Compliance are hosting a peanut butter drive to support Boerne's Blessings in a Backpack program (through April 30th).

3.) Meeting Video Transcription

8. ADJOURNMENT

Chairman Bannwolf adjourned the Planning and Zoning Commission at 8:00 p.m.

Chairman

Secretary