

MINUTES
PLANNING AND ZONING COMMISSION MEETING
BOERNE CITY HALL
RONALD C. BOWMAN CITY COUNCIL CHAMBERS
447 North Main Street
Monday, February 5, 2024 – 6:00 p.m.

Minutes of the Planning and Zoning Commission meeting of February 5, 2024 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, Kristy Stark, Barrett Squires, Heather Wood, Sara Serra-Bennett, Nathan Crane, Martha Bernal, Liz Huvalla, Sara Varvarigos

Recognized and Registered Guests: Mark Hawkins, Perry Bush

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

Chairman Bannwolf and Commissioner Bird both declared conflicts of interest with item 5.A.

3. PUBLIC COMMENTS:

Chairman Bannwolf opened public comments at 6:02 p.m.

Mark Hawkins spoke regarding ongoing concerns with The Cottages on Oak Park features and facilities that have not been completed. He explained that rock was delivered back in December for the wing wall and recently there were two gentlemen at the location discussing prices

they would charge to construct the wing walls.

Perry Bush, spoke stating he hopes he is still alive when the projects at The Cottages on Oak Park are completed.

Chairman Bannwolf closed public comments at 6:06 p.m.

4. CONSENT AGENDA:

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

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

At 6:07 p.m. Chairman Bannwolf and Commissioner Bird recused themselves and stepped away from the dais.

Commissioner Bob Cates assumed the role of Chair.

4.A. [2024-057](#) Consider approval of the minutes of the Special Called Planning and Zoning Commission meeting (site visit) of January 8, 2024.

4.B. [2024-041](#) Consider approval of the minutes of the Special Called Planning and Zoning Commission meeting of January 8, 2024.

5. REGULAR AGENDA:

5.A. [2024-058](#) A request for approval for Toyota of Boerne Major Development Plat located at 31205 Interstate 10 Frontage Road.

Ms. Sara Serra-Bennett, City Planner II, presented the proposed plat.

A motion was made by Commissioner Friar, seconded by Commissioner Lemoine, to approve for Toyota of Boerne Major Development Plat located at 31205 Interstate 10 Frontage Road. The motion carried by the following vote:

Yea: 4 - Commissioner Cates, Commissioner Lemoine, Commissioner

Friar, Commissioner Vecino

Recused: 2 - Chairman Bannwolf, and Commissioner Bird

Chairman Bannwolf and Commissioner Bird returned to the dais at 6:16 p.m.

6. DISCUSSION ITEMS:

- 6.A.** [2024-059](#) Presentation of the Urban Corridor Design and Enhancement Guide presented by Lissette Jimenez, Parks and Recreation Director.

Lissette Jimenez, Director of Parks and Recreation, gave a brief presentation on the Urban Corridor Design and Enhancements Guide that will be presented to Boerne City Council in March.

No action taken.

- 6.B.** [2024-060](#) Public Meeting Notification.

Nathan Crane, Planning Director, discussed current public notification practices and the Planning department's willingness to increase the radius for various public notices.

Commissioner Cates thanked city staff for addressing concerns with public notification processes and for going over and above in an attempt to provide sufficient notification to the community.

No action taken.

- 6.C.** [2024-061](#) Recent Council Action Review, Boerne Neighborhood Discussion (BND) Meetings, and Development Application Status.

Liz Huvalla, Planning Tech, gave a brief update on various projects that were discussed at Boerne Neighborhood Meetings over the past year or so.

The Commission requested to be provided a quarterly update on these

projects.

- 6.D. [2024-075](#) February 20, 2024, Boerne Neighborhood Discussion Meeting:
Commons at Menger Creek Unit 11 - Christian Brothers
Automotive

Commissioner Friar will chair a subcommittee along with Commissioner Bob Cates and Commissioner Tim Bannwolf for this project.

No action taken.

- 6.E. [2024-076](#) Introduction of Sara Varvarigos, Planner II.
Nathan Crane introduced new Planner II, Sara Varvarigos.

Sara Varvarigos, presented herself to the Commission and shared her enthusiasm about her new role with the city.

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

Chairman Bannwolf gave recognition to Sara Serra-Bennett, City Planner II, for her recent AICP (American Institute of Certified Planners) certification and applauded her for the effort she invested in reaching this objective.

8. ADJOURNMENT

Chairman Bannwolf adjourned the Planning and Zoning Commission at 6:43 p.m.

Chairman

Secretary