

**AGENDA**  
**DESIGN REVIEW COMMITTEE MEETING**  
**RONALD C. BOWMAN CITY COUNCIL CHAMBERS**  
**447 NORTH MAIN STREET**  
**Thursday, April 11, 2024 - 6:00 PM**

EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE: THE DESIGN REVIEW COMMITTEE MAY, AS PERMITTED BY LAW, ADJOURN INTO EXECUTIVE SESSION AT ANY TIME TO DISCUSS ANY MATTER LISTED BELOW AS AUTHORIZED BY TEXAS GOVERNMENT CODE §551.071 (CONSULTATION WITH ATTORNEY)

1. CALL TO ORDER – 6:00 PM

PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG  
PLEDGE OF ALLEGIANCE TO THE TEXAS FLAG  
(HONOR THE TEXAS FLAG, I PLEDGE ALLEGIANCE TO THEE, TEXAS – ONE STATE UNDER  
GOD, ONE AND INDIVISIBLE.)  
MOMENT OF SILENCE

2. CONFLICT OF INTEREST

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

4. CONSENT AGENDA: All items listed below within the consent agenda are considered routine by the Design Review Committee and may be enacted with one motion. There will be no separate discussion of items unless a Committee Member or citizen so requests, in which event the item may be moved to the general order of business and considered in its normal sequence.

4.A. [2024-159](#) The minutes of the Design Review Committee meeting of December 14, 2023.

**Attachments:** [DRC 23-1214 Official Meeting Minutes](#)

5. REGULAR AGENDA ITEMS:

5.A. [2024-158](#) CONSIDER TWO CERTIFICATES OF APPROVAL AND A VARIANCE FOR METHODIST BOERNE EMERGENCY CENTER, LOCATED AT 110

MENGER SPRINGS (KAD 47538) TO ALLOW FOR AN INTERNALLY ILLUMINATED 55' TALL, 465 SQUARE FOOT POLE SIGN. TAKE NECESSARY ACTION.

**Attachments:**    [AIS - 32350 IH10 4.11.24](#)  
[Exhibit 1. Locator Map](#)  
[Exhibit 2. Site Map](#)  
[Exhibit 3. Existing Sign](#)  
[Exhibit 4. Proposed Sign Street View](#)  
[Exhibit 5. Proposed Sign Details Front View](#)  
[Exhibit 6. Proposed Sign Details Side View](#)  
[Exhibit 7. Proposed and Existing Sign Comparison](#)

6. COMMENTS FROM COMMITTEE/LEGAL COUNSEL/STAFF – NO DISCUSSION OR ACTION MAY TAKE PLACE.

7. ADJOURNMENT

s/s Nathan Crane

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Administrative Officer

**CERTIFICATION**

I hereby certify that the above notice of meeting was posted on the 5th day of April,  
2024 at 5:30 p.m.

s/s Heather Wood

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Secretary

**NOTICE OF ASSISTANCE AT THE PUBLIC MEETING**

The City Hall Complex is wheelchair accessible. Access to the building and special parking is available at the front entrance of the building. Requests for special services must be received forty-eight (48) hours prior to the meeting time by calling the by calling the Planning and Community Development Office at 830-248-1501.

Pursuant to Section 30.06 Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun.

Pursuant to section 30.07 Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.

**MINUTES**  
**DESIGN REVIEW COMMITTEE MEETING**  
**RONALD C. BOWMAN CITY COUNCIL CHAMBERS**  
**447 NORTH MAIN STREET**  
**Thursday, December 14, 2023 - 6:00 PM**

Minutes of the Design Review Committee meeting of December 14, 2023 at 6:00 p.m.

Present 4 - Chairman Chris Taylor, Committee Member Carr Stokes, Committee Member Chris Harthcock, Committee Member Shelly Condra

Absent 1 - Vice Chair Cody Keller

Staff Present: Nathan Crane, Ryan Bass, Heather Wood, Ryan Lewis

Recognized/Registered Guests: Cole Simpson

**1. CALL TO ORDER – 6:00 PM**

Chairman Taylor called the Design Review Committee to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG

PLEDGE OF ALLEGIANCE TO THE TEXAS FLAG

(HONOR THE TEXAS FLAG, I PLEDGE ALLEGIANCE TO THEE, TEXAS – ONE STATE UNDER  
GOD, ONE AND INDIVISIBLE.)

MOMENT OF SILENCE

**2. CONFLICT OF INTEREST**

No conflicts were declared.

**3. PUBLIC COMMENTS:**

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

No comments were received.

Chairman Taylor closed public comments at 6:02 p.m.

## 4. CONSENT AGENDA:

A MOTION WAS MADE BY COMMITTEE MEMBER HARTHCOCK, SECONDED BY COMMITTEE MEMBER STOKES, TO APPROVE THE CONSENT AGENDA AS PRESENTED. THE MOTION CARRIED BY THE FOLLOWING VOTE:

**YEA: 3-** COMMITTEE MEMBER STOKES, COMMITTEE MEMBER HARTHCOCK, COMMITTEE MEMBER CONDRA

- 4.A. [2023-826](#) The minutes of the Design Review Committee meeting of October 12, 2023.

## 5. REGULAR AGENDA ITEMS:

- 5.A. [2023-827](#) Consider a sign variance for Boerne Dental Center, located at 32350 IH-10 (KAD 44542) to allow for a freestanding pylon sign that does not meet the requirements as stated in the Unified Development Code, Section 3.17.G.3.b.iii Scenic Interstate Corridor District Overlay, medium elevation area sign dimensions. Take necessary action.

Ryan Bass, City Environmental Program Manager, presented the sign variance proposal.

Cole Simpson, the applicant, provided background information on the Boerne Dental Center and the proposed sign. He emphasized the need for the sign to be taller than the trees for better visibility for their patients and to match the other pylon signs in the area.

During the committee discussion, the height of neighboring business' (Tilson Homes and Ybell Ranch Supply) signs was brought up, and Ryan Bass clarified that the Ybell sign is likely around 50 feet and both were established under older regulations. The proposed sign is said to be similar in size to the Tilson sign. Ryan also clarified that billboards are prohibited in the city. Separately, if the business changes, a permit would be required to make modifications to the sign as approved through this proposed variance. The height of existing trees were discussed and Ryan confirmed that the device used to measure height

size of trees is accurate. In terms of sign elevation zones, the business is located on the border of the medium zone, adjacent to the low elevation zone (which allows for a higher sign height). However, the regulations only consider the medium zone they are currently in and do not take into account their proximity to the lower level zones.

A motion was made by Committee Member Harthcock, seconded by Committee Member Condra, to approve a sign variance for Boerne Dental Center, located at 32350 IH-10 (KAD 44542) to allow for a freestanding pylon sign that does not meet the requirements as stated in the Unified Development Code, Section 3.17.G.3.b.iii Scenic Interstate Corridor District Overlay, medium elevation area sign dimensions with the condition that the sign height should not exceed a maximum height of 40 feet. The motion carried by the following vote:

**YEA: 3-** Committee Member Stokes, Committee Member Harthcock, Committee Member Condra

6. COMMENTS FROM COMMITTEE/LEGAL COUNSEL/STAFF – NO DISCUSSION OR ACTION MAY TAKE PLACE.

No comments.

7. ADJOURNMENT

Chairman Taylor adjourned the Design Review Committee at 6:27 p.m.

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Chairman

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Secretary



## AGENDA ITEM SUMMARY

**Agenda Date**

*April 11, 2024*

**Requested Action**

CONSIDER TWO CERTIFICATES OF APPROVAL AND A VARIANCE FOR METHODIST BOERNE EMERGENCY CENTER, LOCATED AT 110 MENDER SPRINGS (KAD 47538) TO ALLOW FOR AN INTERNALLY ILLUMINATED 55' TALL, 465 SQUARE FOOT POLE SIGN. TAKE NECESSARY ACTION.

**Staff Contact**

Ryan Bass, Environmental Program Manager  
[rbass@boerne-tx.gov](mailto:rbass@boerne-tx.gov) (830) 331-9707

**Background Information**

The Methodist Boerne Emergency Center is located at 110 Menger Springs. Currently, there is an existing free standing monument sign approximately 19 feet in height located at the site along the IH10 access road.

The applicant states that the existing sign is not easily visible from the interstate and people seeking emergency room services routinely miss the hospital entrance and therefore is requesting the following:

1. Certificate of approval to increase the height of the sign from 40 feet to 55 feet (Section 3.17.G.3.a.i.c).
2. A variance to increase the square footage from 40' to 465' (Section 3.17.G.3.a.ii.a).
3. Certificate of approval for the use of an Electronic Message Board (Section 3-17.3.c).

A variance may be granted where all of the following conditions are met:

- a. A literal enforcement of the provisions of the requirements will result in unnecessary hardship which does not include a financial hardship.
- b. Such variance will not authorize the operation of a use other than one which is specifically authorized for the district in which the subject property is located.
- c. The plight of the owner of the property for which the variance is sought is due to unique circumstances existing on the property, and the unique circumstances were not created by the owner of the property and are not due to or the result of general conditions in the district in which the property is located.
- d. The variance will not substantially weaken the general purposes of this ordinance or the regulations herein, nor alter the essential character of the specific district.
- e. The variance will not adversely affect the public health, safety, or welfare.

The property is within the Low Elevation Zone of the Interstate Corridor Overlay District. that characterize IH-10 as it passes through the Balcones

	<p>Escarpment and into the Edwards Plateau Ecoregion by minimizing the visual and environmental impact of auto-oriented development on the natural landscape</p> <p>The proposed sign is not compliant with UDC regulations:</p> <ul style="list-style-type: none"> <li>• The Design Review Committee will need to determine if the request for additional area meets the criteria for a variance above. A pylon sign would allow the proposed square footage without the need for a variance.</li> <li>• The Design Review Committee will need to determine if a certificate of approval should be granted for the Electronic Message Board. The proposed area cannot exceed 30% of the proposed sign area.</li> <li>• The purpose of the Scenic Interstate Corridor Overlay District is to preserve the natural landscape and the scenic hill country views. The Design Review Committee will need to determine if the increase in height meets the intent of the Low Elevation Area of the Scenic Interstate Corridor Overlay.</li> </ul>
<b>Item Justification</b>	<div> <div> <input type="checkbox"/> Legal/Regulatory Obligation <input type="checkbox"/> Reduce Costs <input type="checkbox"/> Increase Revenue <input type="checkbox"/> Drive Down Risk <input type="checkbox"/> Master Plan Recom. </div> <div> <input type="checkbox"/> Infrastructure Investment <input checked="" type="checkbox"/> Customer Demand <input type="checkbox"/> Service Enhancement <input type="checkbox"/> Process Efficiency <input type="checkbox"/> Other: _____ </div> </div>
<b>Strategic Alignment</b>	C1 - Offering quality customer experiences
<b>Financial Considerations</b>	None
<b>Citizen Input/Board Review</b>	None
<b>Legal Review</b>	None
<b>Alternative Options</b>	
<b>Supporting Documents</b>	Attached are exhibits.



Exhibit 1. Boerne Methodist Hospital Locator Map



Exhibit 2. Boerne Methodist Hospital Site Map





Exhibit 3. Existing Sign

## EXISTING MULTI-TENANT SIGN TO BE REMOVED & DISCARDED



Exhibit 4. Proposed Pole Mounted Sign – Street View



Exhibit 5. Proposed Pole Mounted Sign – Front View

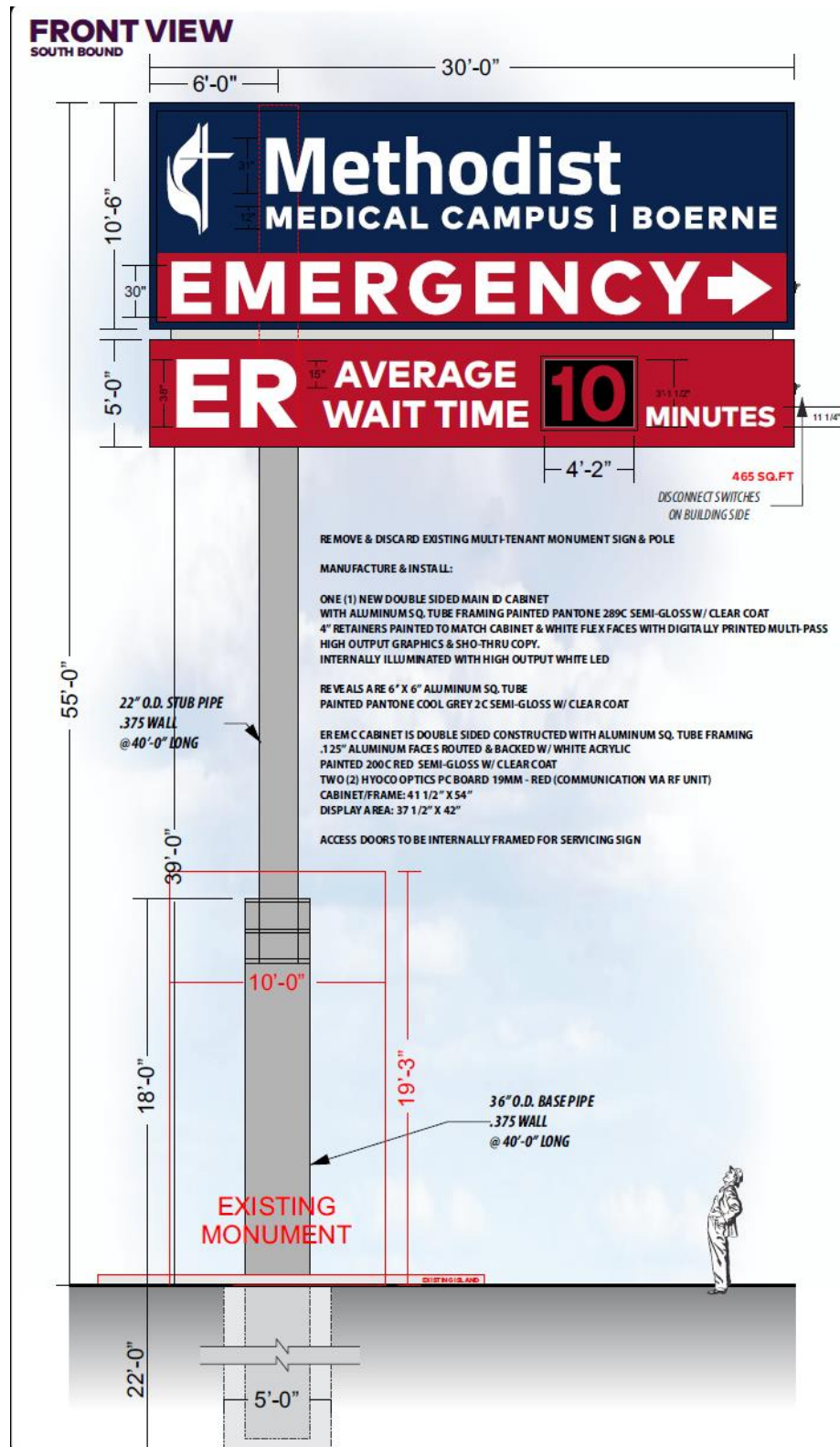


Exhibit 6. Proposed Pole Mounted Sign – Side View

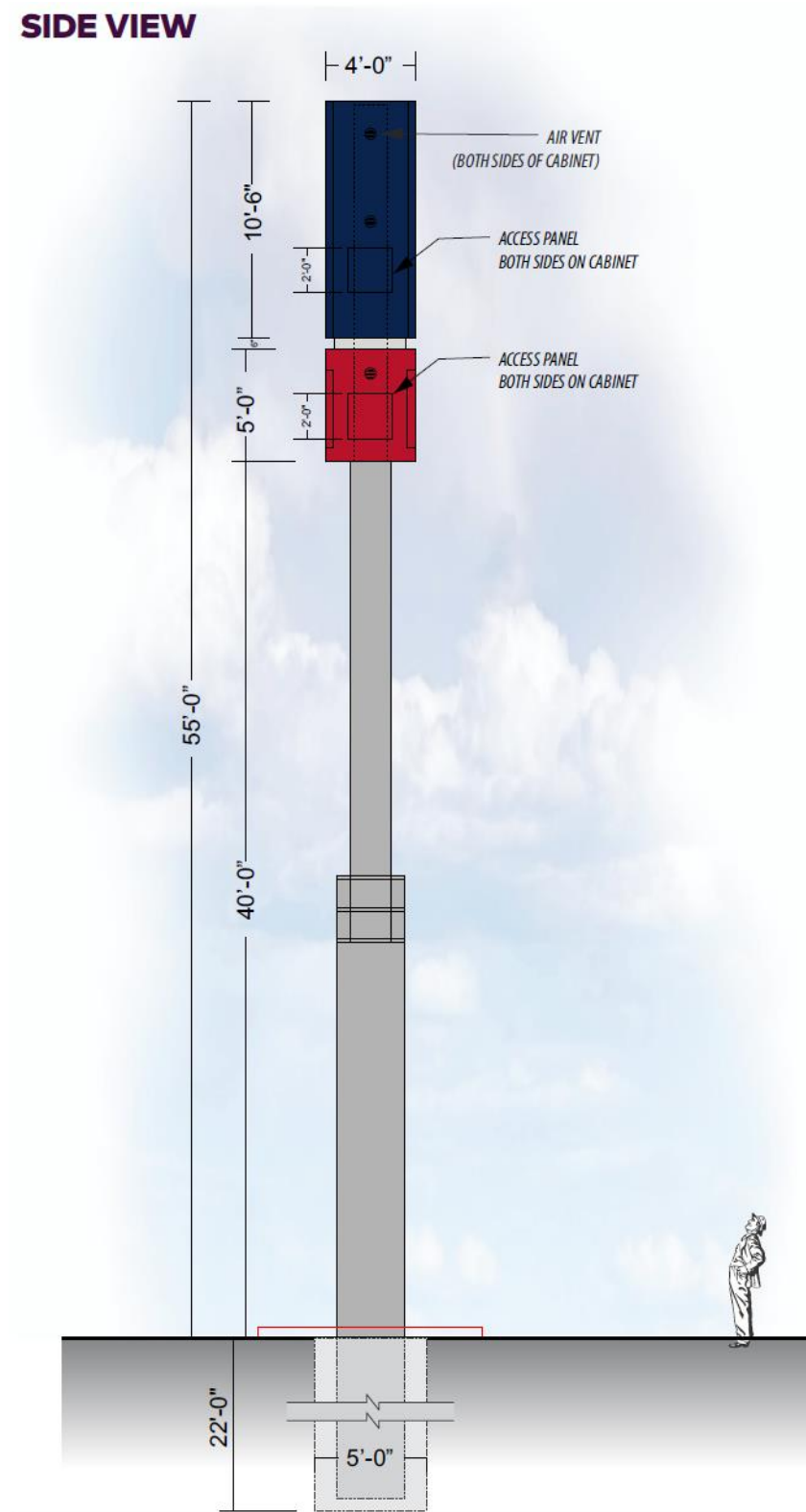


Exhibit 7. Proposed and Existing Sign Comparison

