

City of Balcones Heights
Planning and Zoning Commission
3300 Hillcrest Drive
Balcones Heights, Texas 78201

MINUTES

Date: March 5, 2013

Time: 6:00 p.m.

MEMBERS PRESENT: George Monsive Jack Burton Maria Hilda Herrera

MEMBERS ABSENT: David Sellars (Alternate) Gloria Cantu Carlos de la Garza

SIGN IN SHEET: Richard Espinoza

I. CALL TO ORDER AND RECORDING OF QUORUM:

Meeting was called to order and quorum was present.

II. APPROVAL OF MINUTES:

Minutes – January 8, 2013

Minutes – Joint Workshop with City Council February 5, 2013

MOTION: I make a motion to approve.

Motion by: Jack Burton Second: Maria Herrera 3/0/0 PASSED

III. PUBLIC HEARING:

1. Commission will conduct a **PUBLIC HEARING** to hear from the public regarding a Special Use Permit (SUP) submitted by Catering by Celebrations for catering services at 3303 and 3307 Hillcrest Drive.

Public Hearing opened at 6:01 p.m.

- Richard Espinoza – SUP Applicant – Came up to speak
- Madeline Slay – resident and Council Member came up to speak against granting the SUP

Public Hearing closed at 6:14 p.m.

2. Commission will conduct a **PUBLIC HEARING** to hear from the public regarding Planning and Zoning Commission's proposed changes to sign requirements.

Business Item #1 was addressed before Public Hearing Item #2.

Public Hearing opened at 6:26 p.m.

Planning and Zoning Liason/Council Member Madeline Slay came up to speak on the proposed sign changes.

Public Hearing closed at 6:30 p.m.

IV. Business Items:

1. Commission will consider and may approve request submitted for a Special Use Permit (SUP) for Catering by Celebrations at 3303 and 3307 Hillcrest Drive.

Concerns were expressed by the commission that it was not in line with the master plan.

MOTION: I make a motion to deny.

Motion by: Jack Burton Second: Maria Herrera 3/0/0 PASSED

2. Commission will consider and may approve recommendation to City Council of the proposed changes to the zoning code regarding sign requirements.

MOTION: I want to make a motion to pass the changes to the signage and put before City Council for a vote.

Motion by: Jack Burton Second: Maria Herrera 3/0/0 PASSED

3. Development Services Coordinator Mark Boyd will present quarterly report for Commission's approval to present at the April 8, 2013 City Council Meeting.

Mr. Boyd presented quarterly report to commission.

MOTION: I make a motion to accept report.

Motion by: Jack Burton Second: Maria Herrera 3/0/0 PASSED

V. CITIZENS TO BE HEARD:

There were no citizens signed up to be heard.

VI. NEXT MEETING:

1. Next scheduled meeting will be held on Tuesday, April 2, 2013.

Chair announced next meeting.

VII. ADJOURNMENT:

Meeting adjourned at approximately 6:45 p.m.

Submitted by:

Delia Flores
P&Z Secretary

Minutes were approved by the Planning and Zoning Commission on April 2, 2013.