

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

**MINUTES**

Date: August 6, 2013

Time: 6:00 p.m.

MEMBERS PRESENT: George Monsive      Kim Kelley      Hilda Herrera  
                                 Stephen Lara      Jimmy Hernandez

MEMBERS ABSENT: Carlos de La Garza      David Sellars (Alternate)

SIGN IN SHEET: Suzanne de Leon      Charles White

**I. CALL TO ORDER AND RECORDING OF QUORUM:**

Meeting was called to order and quorum was present.

**II. OATH OF OFFICE:**

Newly appointed member.

Mayor Suzanne de Leon gave the oath of office to Jimmy L. Hernandez who will serve as an Alternate in the Planning and Zoning Commission.

**III. APPROVAL OF MINUTES:**

Minutes – July 2, 2013

MOTION: I make a motion to approve.

Motion by: Stephen Lara      Second: Hilda Herrera      5/0/0      PASSED

**IV. BUSINESS ITEMS:**

1. Commission will consider, review, and make a recommendation regarding the language for compliance of signs by 2014.

City Administrator Amy Buckert gave a presentation on the following topics:

**Non-Conforming Signs**

- Background Information
- Why Do We Need It?

- What is the Industry Standard?
- What do we Have?
- What are we proposing?

There was discussion and recommendations made to inform business owners of the 2014 deadline to come into compliance with sign requirements

There was a consensus to have a joint workshop with City Council to get input as to how to proceed with notification to the business owners.

2. Commission will continue considerations and make recommendation on impervious cover.

City Administrator gave a presentation on the following topics:

**Impervious Cover**

- Background Info
- Why Do We Need It?
- What Is the Industry Standard?
- What do we have?
- What are we proposing

Recommendations and direction given by Planning and Zoning commission will be taken and brought back by City Administrator and Development Services Coordinator for consideration at next meeting and before scheduling a Public Hearing.

**V. CITIZENS TO BE HEARD:**

There were no citizens to be heard.

**VI. ADJOURNMENT:**

MOTION: I make a motion to adjourn the meeting.

Motion by: Hilda Herrera                      Second: Jimmy Hernandez                      5/0/0 PASSED

Meeting adjourned at 7:24 p.m.

SUBMITTED BY:

**DELIA FLORES, TRMC**  
**City Secretary**