

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

**MINUTES**

Date: March 4, 2014

Time: 6:00 p.m.

MEMBERS PRESENT: George Monsive Hilda Herrera  
Kim Kelley Stephen Lara

MEMBERS ABSENT: Jimmy Hernandez (Alternate) David Sellars (Alternate)  
Carlos de la Garza

SIGN IN SHEET:

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

Meeting was called to order and quorum was present.

**II. APPROVAL OF MINUTES:**

Minutes – February 4, 2014

MOTION: I make a motion to approve the minutes.

Motion by: Kim Kelley Second: Stephen Lara 4/0/0 PASSED

**III. BUSINESS ITEMS:**

1. Commission will discuss and make recommendation to council regarding Planning and Zoning's regular scheduled meeting date.

City Council moved the regular meeting to the fourth Monday of the month and recommendation was made for the Planning and Zoning meeting to be held the third week of the month.

MOTION: I make a motion we move the meeting to the third Tuesday of every month.

Motion by: Kim Kelley Second: Hilda Herrera 4/0/0 PASSED

2. Staff will present the 2014 Work Plan for the Planning and Zoning Commission.

Mr. Boyd presented the work plan for the year of 2014. City Administrator informed the commission that they could add to the work plan any recommendations they may have.

3. Commission will discuss the possibility of a Performance and Progress report having to do with the sign ordinance and compliance update.

The Commission would like updates on what is done with signs and how they are being addressed.

**V. CITIZENS TO BE HEARD:**

There were no citizens signed up to be heard.

**VI. ADJOURNMENT:**

Meeting adjourned at 6:08 p.m.

**Submitted by:**

**DELIA FLORES, TRMC  
City Secretary**

**Minutes approved by Planning and Zoning Commission on April 15, 2014.**