

**City of Alamo Heights**  
**PLANNING AND ZONING COMMISSION**  
**MINUTES**  
October 6, 2014

The Planning and Zoning Commission held a regularly scheduled meeting at the City's temporary offices located at 1248 Austin Hwy, Suite 220, on Monday, October 6, 2014, at 5:30 p.m.

Members Present:

Thomas Pre Ball  
La Una Cuffy  
Joe Donnelly  
William F Kiel  
Marsha Krassner  
Tiffany Robinson Long  
Stephen McAllister  
Jeff Scheick  
Jim Taylor

Members Absent:

Lori Becknell, Chair  
John Grable  
Kenneth Zuschlag

Staff Present:

David Harris, Interim Director, Community Development Services  
Lety Hernandez, Planner, Community Development Services

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The meeting was called to order by Commissioner McAllister at 5:35 p.m. as the Chair and Vice Chair were not present.

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Commissioner Ball moved to approve the July 7, 2014 minutes as presented, seconded by Commissioner Cuffy.

The motion was approved with the following votes:

FOR: Ball, Cuffy, Donnelly, Kiel, Long, McAllister, Scheick, Taylor  
AGAINST: None

Commissioner Krassner arrived and joined quorum at 5:45 p.m.

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**Case No. 360:** Consider amending City Zoning Code Section 3-8, Use of land and buildings, to authorize “Drive-Through Facilities” in B-1 and B-2 zoning districts by either Special Use Permit or by right. The Zoning Code currently authorizes such use by Special Use Permit only in the B-3 zoning districts. Also to be considered is a request to allow “Retail shops and stores other than listed” with a Special Use Permit only in B-1, B-2, and B-3 zoning districts.

The Commission decided to have separate discussions and votes on the two proposals.

Regarding “Retail shops and stores other than listed,” Commissioner Ball moved approval of the proposal as presented, seconded by Commissioner Cuffy. Commissioner Taylor pointed out that staff’s proposal would outlaw several existing uses on Broadway such as clothing stores and shoe repair stores. He recommended against changing the code until the table of uses was updated. Commissioner Mc Allister offered a friendly amendment to direct staff to provide a list of existing Certificates of Occupancy holders and the listing under which they are classified within 60 days to the Commission along with a revised table of uses. The Commission discussed the motion.

The motion was approved with the following votes:

FOR: Ball, Cuffy, Donnelly, Kiel, Krassner, Long, McAllister, Scheick, Taylor

AGAINST: None

Regarding the proposed change to the Zoning Code to allow “Drive-Through Facilities” in the B-1 and B-2 zoning districts by Special Use Permit or by Right, a motion was made by Commissioner Kiel to recommend a change to the code to allow “Drive-Through Facilities” in the B-1 and B-2 zoning districts by Special Use Permit. Motion was seconded by Commissioner Donnelly. The Commission discussed the motion.

The motion was approved with the following votes:

FOR: Ball, Cuffy, Donnelly, Kiel, Krassner, Long, McAllister

AGAINST: Scheick, Taylor

Commissioner McAllister left the meeting and turned the gavel over to Commissioner Ball.

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Under General Discussion Item(s), specifically discussion related to the Commission’s long-term planning goals and communication with the City, the Commission discussed the desire to meet more regularly and to devise a plan to discuss recommended changes to the Zoning Code and Comprehensive Land Use Plan as well as communicating Commission actions with City Council.

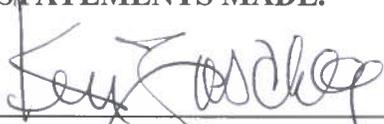
The Commission discussed having Commissioners Kiel, Taylor, and Krassner come up with an agenda for the November meeting to establish a list of discussion items for the next meeting. Commissioner Kiel volunteered to represent the Commission at Monday’s Council meeting and serve as a liaison between the Commission and Council.

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There being no further business, a motion for adjournment was made by Mr. Kiel. Ms. Long seconded the motion. The meeting was adjourned at 7:20 p.m.

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**THE PROCEEDINGS OF THE MEETING ARE ALSO DIGITALLY RECORDED, AND THESE MINUTES ARE ONLY A SUMMARY OF THE MEETING. THESE MINUTES ARE NOT A VERBATIM TRANSCRIPT OF THE PROCEEDINGS AND DO NOT PURPORT TO INCLUDE ALL IMPORTANT EVIDENCE PRESENTED OR STATEMENTS MADE.**



Thomas Pre Ball, Acting Chair  
(Board Approval)

KENNETH ZUSCHLAG

12/01/14  
Date Signed



Lety Hernandez  
Planner  
Community Development Services