

CITY OF ALAMO HEIGHTS  
CITY COUNCIL  
March 27, 2017

A regular meeting of the City Council of the City of Alamo Heights, Texas was held at the Council Chambers, located at 6116 Broadway, San Antonio, Texas, at 5:30 p.m. on Monday, March 27, 2017.

Present and composing a quorum were:

Mayor Louis Cooper  
Mayor Pro-Tempore Fred Prassel  
Councilmember Bobby Rosenthal  
Councilmember Lynda Billa Burke

Also attending were:

City Manager J. Mark Browne  
Fire Chief/Assistant City Manager Buddy Kuhn  
Assistant to the City Manager Marian V. Mendoza  
City Attorney Mike Brenan  
Community Development Services Department Director Jason Lutz  
Finance Director Robert Galindo  
Human Resource Manager Lori Harris  
City Secretary Jennifer Reyna  
Police Chief Richard Pruitt  
Public Works Director Pat Sullivan

Absent were:

Councilmember Lawson Jessee  
Councilmember John Savage

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Mayor Cooper opened the meeting at 5:32 p.m.

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*Item # 1      Approval of Minutes*

Mayor Cooper asked City Council for any revisions to the minutes of the March 13, 2017 Council Meeting. A motion was made by Mayor Pro Tem Fred Prassel to approve the minutes of March 13, 2017 Council Meeting. The motion was seconded by Councilmember Bobby Rosenthal and passed by unanimous vote.

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*Item # 2      Announcements*

**a. Alamo Heights ISD Meet in the Middle 5K Run/Walk, April 1, 2017**

Community Development Services Department Director Jason Lutz announced the Alamo Heights Independent School District (ISD) will be hosting a 5k Run/Walk fundraiser meet on Saturday, April 1, 2017. He stated this is a first time event and it will begin and finish at the Alamo Heights ISD Administration Office located at 7101 Broadway. The route was presented.

**b. An Evening in '09, April 22, 2017**

Mr. Lutz announced the Alamo Heights Optimist Club's sixth annual "An Evening in '09" scheduled for Saturday, April 22, 2017 at the Alamo Heights Pool. The event will begin at 5:00 p.m. to 10:30 p.m. at the Alamo Heights Pool. This annual event includes games/rides for the kids, food, drink booths, and music.

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*Item # 3      Citizens to be heard concerning items not on the agenda*

There were no citizens that signed up to speak.

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Items for Individual Consideration

*Item # 4      Mayor Cooper read the following caption.*

**Architectural Review Board Case # 656F, consider a request of Catherine Nored, AIA, applicant, representing Ron & Alicia Thomas, owners, for the compatibility review of the proposed accessory structure located at 227 Bronson under Demolition Review Ordinance No. 1860 in order to construct a new two-story accessory structure**

Community Development Services Department Director Jason Lutz made a PowerPoint presentation that included background information, elevations, and photos.

Mr. Lutz identified the project and stated the applicant requested to construct a second story addition to the existing accessory structure. He reviewed the existing and proposed Residential Design Standards (RDS). Elevations and photos were presented. Exterior materials are hardie board and batten with a composition shingle roof.

On March 21, 2017, the Architectural Review Board (ARB) reviewed and approved the addition request. Staff received one response in support and none in opposition.

A motion for approval was made by Councilmember Bobby Rosenthal. The motion was seconded by Councilmember Lynda Billa Burke and passed by unanimous vote.

*Item # 5* Mayor Cooper read the following caption.

**Architectural Review Board Case # 660F, consider a request of James Bastoni, Imagine Built Homes, owner, for the significance review of the existing main structure located at 171 Barilla Place under Demolition Review Ordinance No. 1860 in order to demolish 100% of the existing main structure**

Mr. Lutz made a PowerPoint presentation that included background information, photos, existing site plan and photos.

Mr. Lutz identified the project and stated the applicant requested to demolish the two-four unit multi-family dwelling constructed in 1915. The existing site plan and photos were presented.

On March 21, 2017, ARB reviewed and approved the demolition request. Staff received five postcards in support and none in opposition of the request.

A motion for approval was made by Mayor Pro Tem Prassel. The motion was seconded by Councilmember Billa Burke and passed by unanimous vote.

Item # 7 was considered next.

*Item # 7* Mayor Cooper read the following caption.

**Architectural Review Board Case # 664F, consider a request of Bess Swantner, AIA, applicant, representing Jordan & Lauren "Lexi" Michael, owners, for the significance and compatibility review of the proposed replacement structure located at 311 Redwood St. under Demolition Review Ordinance No. 1860 in order to demolish by encapsulation 55% of the street-facing façade to be able to add to the front of the existing main structure**

Mr. Lutz made a PowerPoint presentation that included background information, existing/proposed site plans, elevations, photos, existing/proposed streetscapes.

Mr. Lutz identified the project and stated the applicant desired to construct an addition to the existing single-family structure. He informed Council that variances were granted at the March 1, 2017 Board of Adjustment (BOA) meeting. Variances granted were 1) 4 foot 4 13/16 inch side yard setback (west side); 2) 2 foot 10 13/16 inch setback to the eave/overhang; 3) no west elevation articulation; 4) no looming for west elevation; and 5) one covered parking space. Mr. Lutz reviewed the existing and proposed RDS.

Exterior building materials are board, batten wood siding, horizontal wood siding, and a standing seam metal roof. Existing/proposed site plans, elevations, photos and existing/proposed streetscapes were presented.

On March 21, 2017, ARB reviewed and approved the addition request. Staff received fourteen postcards in support and none in opposition.

Council complimented the architect for her hard work and expressed appreciation in communicating with neighbors.

A motion for approval was made by Councilmember Rosenthal. The motion was seconded by Councilmember Billa Burke and passed by unanimous vote.

Item # 6 was considered next.

*Item # 6* Mayor Cooper read the following caption.

**Architectural Review Board Case # 663F, consider a request of Eric Lozano, owner, for the significance review of the existing main structure located at 212 Alamo Heights Blvd. under Demolition Review Ordinance No. 1860 in order to demolish 100% of the existing main structure**

Mr. Lutz made a PowerPoint presentation that included background information and photos.

Mr. Lutz identified the project and stated the applicant is requesting to demolish the existing main structure. He stated the property owner began the demolition process without going through the significance review process. A minor repair permit application was issued in March 2016. A stop work order was issued in April 2016 because the work exceeded the scope of work on the permit. Plans and regulations were discussed with the project engineer anticipating submittal of plans. A code letter was issued to the property owner in February 2017. Mr. Lutz explained that interior work contributed to the fall of the exterior which initiated a demolition. Photos were presented.

On March 21, 2017, ARB reviewed and approved the demolition request. Staff responded that one postcard was received in support and none in opposition.

A motion for approval was made by Mayor Pro Tem Fred Prassel. The motion was seconded by Councilmember Billa Burke and passed by unanimous vote.

Mayor Cooper commented this case had been in existence for over a year. Councilmember Rosenthal encouraged a rapid start on the demolition.

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Staff Reports

Item # 8 Mayor Cooper read the following caption.

**Report concerning commercial vehicle and trailer storage located in Alamo Heights**

Mr. Lutz thanked the Police Department for their assistance in surveying properties that store commercial vehicles and trailers onsite.

Mr. Lutz began the PowerPoint presentation with background information. At the February 27, 2017 Council Meeting, Council requested staff survey commercial vehicles and trailers in parking areas visible from Broadway or Austin Highway. There are eleven properties, less than 1% that would be affected by proposed changes. Mr. Lutz offered possible options for Council to consider regulating commercial vehicles and trailers stored onsite. They were: 1) incorporate proposed language; 5% of properties would need to find off site storage; 2) not incorporate the proposed language which may increase the number of properties that store commercial vehicles and trailers onsite; 3) modify language to limit larger vehicles, trailers, or food trucks from being stored in areas visible from the street; or 4) modify language prohibiting the parking of those vehicles in required off-street parking areas.

Mayor Cooper shared that Councilmember John Savage expressed no concern about a commercial vehicle parked in Mr. Savage's business parking lot. Mayor Cooper commented perhaps outreach to the business owners to explore options to park their commercial vehicles and trailers elsewhere.

Councilmember Rosenthal agreed with Mayor Cooper's comments and suggested Council not to pass an ordinance at this time, rather Council should identify what is unpleasant about the issue.

Mr. Lutz presented photos of commercial vehicles and trailers. He explained the photos including Alamo Heights ISD, Alamo Heights Presbyterian Church, Paloma Blanca Restaurant, Chela's Tacos, Comet Cleaners, UBreakIFix, and Cooper Meat Market. Mayor Cooper and Councilmember Rosenthal agreed that Alamo Heights Presbyterian Church and Cooper Meat Market should be approached on an individual basis to see if they could park their trailers in an alternate location.

Mayor Cooper thanked staff for their research.

Item # 9 Mayor Cooper read the following caption.

**Paperless utility billing presentation by Robert Galindo, Finance Director**

Finance Director Robert Galindo made a PowerPoint presentation that included background information of a paperless utility billing option.

Mr. Galindo stated utility bills are mailed on the 10<sup>th</sup> of each month which includes the newsletter. He shared that customers requested a paperless billing option. Financial costs of the software and annual maintenance were presented. He stated beta testing was conducted in February and March 2017. Another testing is scheduled for April with an anticipated roll-out in May. He emphasized this feature is optional and residents may continue to receive paper statements.

Information about the paperless option will be in the City newsletter, City's website, social media, lobby message boards and email blast. Mr. Galindo presented a sample customer email that a resident will receive to access their bill. He added that residents may also access the monthly City newsletter, and an opportunity to enroll in the Smart911 - city alerts. The paperless utility billing will be available via the website at no charge.

Mayor Cooper asked additional information regarding making a payment online versus signing up for the paperless utility bill.

Assistant to the City Manager Marian Mendoza noted the paperless utility feature eliminates the paper statement and you may still make a payment online. City Manager Mark Browne added this is a good initiative for customer service.

There was a brief discussion among Council related to how many residents requested the paperless option, return on investment, how to access via website, and interest in reading newsletter via online.

Council provided direction to Mr. Galindo to proceed with the paperless utility billing. Council thanked Mr. Galindo for his research.

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There being no further business, a motion was made by Mayor Pro Tem Prassel to adjourn the meeting. The motion was seconded by Councilmember Rosenthal and passed by unanimous vote. Mayor Cooper adjourned the meeting at 6:22 p.m.

  
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Jennifer Reyna  
City Secretary

  
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Louis Cooper  
Mayor