

City of Alamo Heights
PLANNING AND ZONING COMMISSION
MINUTES
July 14, 2025

The Planning and Zoning Commission held a special scheduled meeting in the Council Chambers of the City of Alamo Heights, located at 6116 Broadway St, and via Zoom with teleconference on Monday, July 14, 2025, at 5:30 p.m.

Members present and composing a quorum of the Board:

Lori Becknell, Chairman
Stephen McAllister, Vice-Chair
Elizabeth Haynes
Nikki Graham
Tobin Smith
Laura Propp
Richard Bilanceri
E.J. Bartolomei
Una Cuffy

Members absent:

Banks Smith
Richard Garison
Madison Marceau

Staff members present:

Phil Laney, Assistant City Manager
Lety Hernandez, Director of Community Development Services
Tyler Brewer, Senior Planner

The meeting was called to order by Chairman Becknell at 5:30 p.m.

Vice-Chair McAllister moved to table consideration the minutes of the April 07, 2025 and April 15, 2025 meetings as presented. Commissioner Bilanceri seconded the motion.

The motion to table was approved with the following vote:

FOR: Becknell, McAllister, Haynes, Graham, Smith, Propp, Bilanceri, Bartolomei, Cuffy
AGAINST: None

Case No. 448

Public hearing, consideration, and action regarding a request by Omar Rodriguez, applicant, as authorized by Section 16-105 of the Code of Ordinances to close, vacate, abandon, and sell a portion of public right-of-way, approximately 7sq ft (0.0002 acre tract) that adjoins the southeaster side of the property identified as CB 4024, BLK 10, LOT 62, EXC W IRR 2.73FT ALAMO HEIGHTS ADDITION, also known as 900 Cambridge Oval.

Mr. Brewer presented the case. The applicant was present and addressed the board. Open discussion followed regarding the right-of-way (ROW) purchase request.

Discussion with staff included clarifying the ROW area to be purchased, confirming that the ROW did not contain any City utilities, and inquiring about the potential sale of additional ROW from the applicant to the City in the future to further clear up his property line.

Chairman Becknell opened the public hearing at 5:46 p.m.

Those requesting to speak with interest in the case were as follows:

Rebecca Merkord, 904 Estes Ave (Opposed)

Scott Merkord, 904 Estes Ave (Opposed)

Concerns from those opposed included issues during construction of the carport located at 900 Cambridge Oval, potential safety concerns with a proposed lattice structure accompanying a future landscaping project, and opposition to the sale of City ROW to private property owners in general.

The applicant/property owners also spoke during the public hearing using an updated exhibit provided to Staff on the day of the meeting to clarify that they did not intend to construct any hardscape improvements within the ROW area to be purchased nor City ROW.

No one else requested to speak with interest in the case, so the public hearing was closed at 6:04 p.m.

Additional discussion between the Commission and the applicant included clarifying the locations of the carport, the proposed ROW sale, and proposed fence along 900 Cambridge Oval. Commissioner Cuffy also suggested that the applicant and the neighboring property owners meet to discuss potential solutions based on the updated exhibit provided to the Commission during the meeting.

Commissioner Propp moved to recommend approval of the ROW sale conditioned upon the owner of 900 Cambridge Oval not constructing any improvements other than softscape in the triangular area bordered by line L4 in the exhibit received by City Staff on July 14, 2025. Chairman Becknell seconded the motion.

The motion was approved with the following vote:

FOR: Becknell, McAllister, Haynes, Graham, Smith, Propp, Bilanceri, Bartolomei

AGAINST: Cuffy

Case No. 449

Public hearing, consideration, and action regarding the request of Donald Oroian of ADA Consulting Group Inc, applicant, representing Tracy W Druce, owner, to replat the properties identified as CB 4050 BLK 71 LOTS 11, 12, 13 & 14, also known as 212 Routt St, CB 4050 BLK 71 LOTS 15 & 16, also known as 216 Routt St, CB 4050 BLK 71 LOTS 17 & 18, also known as 220 Routt St, CB 4050 BLK 71 LOTS 29, 30, 31, & E 5FT OF 32, also known as 325 Kampmann Ave, CB 4050 BLK 71 LOTS 27, 28, & W 6.1FT OF 26, also known as 329 Kampmann Ave, and CB 4050 BLK 71 LOTS 23, 24, 25, & E 18.9FT OF 26, also known as 5501 N New Braunfels Ave.

Mr. Brewer presented the case. The applicant was present and addressed the board. Open discussion followed regarding the replat request and proposed improvements. Staff clarified that the heritage tree that was removed from the property was diseased/dying and that the property would be landscaped in accordance with the City's Zoning Ordinance during construction. Staff also clarified

that a drainage study and a floodplain development permit would be required at the time of plan review and permitting.

Chairman Becknell opened the public hearing at 6:09 p.m.

Those requesting to speak with interest in the case were as follows:
Katherine Tarbor, 5517 North New Braunfels Ave (Opposed)

Concerns from those opposed included floodwater management and the use of the alley behind 5517 North New Braunfels.

No one else requested to speak with interest in the case, so the public hearing was closed at 6:42 p.m.

Vice-Chair McAllister moved to recommend approval as requested. Commissioner Graham seconded the motion.

The motion was approved passed with the following vote:

FOR: Becknell, McAllister, Haynes, Graham, Smith, Propp, Bilanceri, Bartolomei, Cuffy
AGAINST: None

Case No. 450

Public hearing, consideration, and action regarding the request of D. Scott Dye of Dye Enterprises, applicant, representing Aaron Recko, owner, to replat the property identified as CB 5811 BLK 22 LOT 9, also known as 255 Claywell Dr.

Mr. Brewer presented the case. Open discussion followed regarding the replat request and the difference between the City of Alamo Heights' minimum Zoning Ordinance setback requirements and the setback requirements in the property's deed restrictions, which the City cannot legally enforce.

Chairman Becknell opened the public hearing at 6:20 p.m.

Those requesting to speak with interest in the case were as follows:
Andrew Laird, 261 Claywell Dr (Opposed)
Yvonne Santiago, 247 Claywell Dr (Opposed)

Concerns from those opposed included the deed restrictions on the property that do not align with the City's Zoning Ordinance, the need for front yard setbacks to be shown on plat documents, and the potential for the side yard setbacks changing on the property. Commissioner Smith clarified that all base City requirements apply to the property.

No one else requested to speak with interest in the case, so the public hearing was closed at 7:02 p.m.

Ms. Hernandez clarified that while the City's Subdivision Regulations state that setback lines should be displayed on a plat, the City's practice is to not show these lines on a plat to avoid future issues if zoning regulations are modified.

Commissioner Bilanceri moved to recommend approval as requested. Commissioner Cuffy seconded the motion.

The motion approve was approved passed with the following vote:

FOR: Becknell, McAllister, Haynes, Graham, Smith, Propp, Bilanceri, Bartolomei, Cuffy
AGAINST: None

Case No. 451

Public hearing, consideration, and action regarding the request of Courtney Collins & Barrett Tuttle, owners, to replat the properties identified as CB 4024 BLK 179 LOT 22, also known as 415 Evans Ave, and CB 4024 BLK 179 LOT 23, also known as 423 Evans Ave.

Mr. Brewer presented the case. Open discussion followed regarding the replat request and the development history of the property.

Chairman Becknell opened the public hearing at 7:12 p.m. No one requested to speak on the case, so the public hearing was closed at 7:12 p.m.

Vice-Chair McAllister moved to recommend approval conditioned upon the applicant addressing any remaining Staff comments before the replat request is considered by City Council. Commissioner Bilanceri seconded the motion.

The motion approve was approved passed with the following vote:

FOR: Becknell, McAllister, Haynes, Graham, Smith, Propp, Bilanceri, Bartolomei, Cuffy
AGAINST: None

There being no further business, Commissioner Propp moved to adjourn the meeting. Commissioner Haynes seconded the motion followed by unanimous consent of the board. The meeting was adjourned at 7:13 p.m.

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.


Lori Becknell, Chairman
(Board Approval)

October 7, 2025
Date Signed & Filed


Tyler Brewer, Senior Planner
Community Development Services