City of Alamo Heights
PLANNING AND ZONING COMMISSION
MINUTES
August 03, 2026

The Planning and Zoning Commission held a regularly scheduled meeting in the Council Chambers of the City of Alamo Heights, located at 6116 Broadway St on Monday, August 03, 2026, at 5:30 p.m.

Members present and composing a quorum of the Board:
Lori Becknell, Chairman
E.J. Bartolomei
Richard Bilanceri
Una Cuffy
Nikki Graham-Spector

Members absent:
Stephen McAllister, Vice-Chair
Madison Marceau
Richard Garison
Banks Smith
Tobin Smith

Staff members present:
Buddy Kuhn, City Manager
Phil Laney, Assistant City Manager
Lety Hernandez, Community Development Services Director
Tyler Brewer, Senior Planner
Austin Beck, City Attorney
Maxwell Houser, Permit Technician

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The meeting was called to order by Chairman Becknell at 5:32pm.

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Commissioner Graham-Spector moved to approve the July 6, 2026 meeting minutes as presented. Commissioner Cuffy seconded the motion.

The motion was approved with the following vote:
FOR: Becknell, Bartolomei, Bilanceri, Cuffy, Graham-Spector
AGAINST: None

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Case No. 463 – 5307 Broadway

Public hearing, consideration, and action regarding the request of Tyler Kozma, applicant, representing Trebes Sasser, Jr., owner, to replat the properties identified as CB 4024 BLK 33 LOTS 3, 5, 6, E 50ft of 2 & LOT 7 EXP SW 71.36FT, also known as 5307 Broadway St.

Mr. Brewer presented the case.

Chairman Becknell asked for clarification regarding existing zoning and if it would remain unchanged once replatted. Mr. Brewer responded and confirmed there would be no change.

Chairman Becknell opened public hearing at 5:37pm. No one requested to speak regarding the case so the public hearing was closed.

Commissioner Bilanceri moved to recommend approval as proposed. Commissioner Graham-Spector seconded the motion.

The motion was approved with the following vote:
FOR: Becknell, Bartolomei, Bilanceri, Cuffy, Graham-Spector
AGAINST: None

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Case No. 471 – 5701 N New Braunfels Ave

Public hearing, consideration, and action regarding the request of Jesse F. Cantu, applicant, on behalf of Donop Realty, LLC, owner, to replat the properties identified as CB 4050 BLK 75 LOT 23 and CB 4050 BLK 75 LOT 24, also known as 5701 N New Braunfels Ave.

Mr. Brewer presented case. He provided background regarding Board of Adjustment (BOA) action on lot width at the March 4, 2026 meeting.

Perry Donop, owner, approached the commission and spoke regarding the purpose of the replat. Mr. Donop provided a rendering of the proposed office building. Carson Coulter, engineer, discussed the impervious coverage and onsite detention calculations.

Chairman Becknell asked if the property is located in the flood zone and Mr. Coulter responded that the current flood maps show the lot within the flood zone whereas forthcoming FEMA maps will not include 5701 N New Braunfels.

Chairman Becknell opened the public hearing at 5:43pm. No one requested to speak regarding the case so the public hearing was closed.

Commissioner Bartolomei moved to recommend approval as proposed. Commissioner Cuffy seconded the motion.

The motion was approved with the following vote:
FOR: Becknell, Bartolomei, Bilanceri, Cuffy, Graham-Spector
AGAINST: None

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Case 472 – 202 Crescent St.

Public hearing, consideration, and action regarding the request of Jacob W. Oder, applicant, on behalf of Caravanserai, LLC, owner, to replat the properties identified as CB 4024 BLK 109 LOT 2, also known as 104 Crescent St, and CB 4024 BLK 109 LOT 1, also known as 202 Crescent St.

Mr. Brewer presented the case.

Chairman Becknell question regarding the ownership of LOT 3. Mr. Brewer responded that staff did not have the information.

Chairman Becknell opened public comment at 5:48pm. No one requested to speak regarding the case, so the public hearing was closed.

Commissioner Bartolomei moved to approve as submitted. Commissioner Cuffy seconded the motion.

The motion was approved with the following vote:
FOR: Becknell, Bartolomei, Bilanceri, Cuffy, Graham-Spector
AGAINST: None

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Case 473 – 102 Arcadia Pl and 141 Grove Pl

Public hearing, consideration, and action regarding the request of Brad Knolle of Embrey Partners, applicant, on behalf of Trebes Sasser, Jr. of Ridgemont Properties, owner, for approval of a Specific Use Permit (SUP) authorizing certain variances to the City of Alamo Heights' Zoning Code regulations to allow for the construction of a new multifamily apartment project on the properties identified as 102 Arcadia Pl and 141 Grove Pl, both zoned Multiple-Family Dwelling District (MF-D).

Mr. Brewer presented the case and informed the commissioners that the applicant would have an additional presentation. He spoke regarding requested variances and provided additional zoning information for clarity adding that the front yard setback variance was due to a deed restriction.

Brad Knolle and Joel Albea of Embrey Partners, applicants, were present and addressed the commission. They provided a separate presentation for public viewing and presented accordingly. Mr. Knolle spoke regarding negotiations with the neighbors concerning street trees and having them be a minimum six-inch (6 in.) caliper, revised site plan to apartment wrap construction to address concerns regarding headlights into residents homes, the project, and proposed parking both onsite and in public right of way (ROW). He clarified that the parking spaces in ROW were not included in numbers proposed. Mr. Knolle spoke regarding a limited Traffic Impact Analysis (TIA) and impact during the peak hours of 7-9am and 4-6pm which resulted in a net total increase of fifty-one (51) spaces and minimal impact. He went on to speak regarding the topography of the site, specifically the nineteen-foot (19 ft) drop.

Commission members discussed parking, traffic and location of A/C units. Discussion followed regarding density, the maximum number of units, rent prices, variety of units to target demographics.

With no further questions from the commission, Chairman Becknell opened public hearing at 6:39pm.

Those who were present and speaking in opposition of the case were as follows:
Natalie Smith, 201 Arcadia Pl.
Mady Stoval-Culverhouse, 403 Cleveland Ct.
Cassidy Luitjen, 203 Arcadia Pl.
Betty Gerlach, 115 Arcadia Pl.
Jeff Warren, 206 Grandview Pl.
Norma Bodevin, 201 Grandview Pl.
Maggie Simpson, 140 Grandview Pl.
Zenon Culverhouse, 403 Cleveland Ct.
Maureen McCann, 202 Grandview Pl.
Barbara Warren, 206 Grandview Pl.
Erik Minoff, 203 Arcadia Pl.
Kristine Davis, 315 Cleveland Ct.
Doug Smith, 201 Arcadia Pl.

Concerns of those speaking regarding the case included traffic, removal of signs placed on site with public hearing information, construction protections for demolition and excavation, garage ventilation and exhaust, condensers and noise generated by equipment, infrastructure improvements and impact

due to added volume and capacity, conditions of receiving mains, lack of engineer plan to confirm compliance, setting a precedent, and obstructed views as well as noise and light pollution. Residents expressed support for redevelopment on the site, but felt the scale was not appropriate for the location due to the overall scale, density and height of the proposed structure.

With no further public comment, Chairman Becknell closed public hearing at 7:21pm.

Brad Knolle addressed the commission and spoke to the concerns raised during the public hearing residents adding there were numerous plans that led up to the current proposal, but the project also needed to be financially feasible.

Chaiman Becknell reopened the public hearing at hearing at 7:24pm to ask if there were any others in the chambers that wanted to speak. No one requested to speak regarding the case so the public hearing was closed.

The commission convened into closed executive session at 7:25pm and reconvened at 8:19pm in accordance with the Texas Open Meetings Act, Texas Government Code, Section 551.071 (Consultation with Attorney.)

Chairman Becknell took a brief moment to thank those in attendance, specifically the citizens of Alamo Heights. She commended the applicant for listening to the concerns of the citizens and continuing to make changes and work with the neighbors adding that they wanted to see that dialogue continue. She spoke to concerns of the citizens and the process in place that would enforce current rules and regulations. Chairman Becknell encouraged contact with city staff to obtain information.

Commissioner Bartolomei moved to recommend approval with the condition that City Council take into consideration the eleven (11) points that were summarized and brought up by the public and determine what points are appropriate for a Specific Use Permit (SUP) as they review it and that the City's attorney review Section 2 that was brought up in the public hearing to confirm that the language is appropriate and meets what the commission is intending. Commissioner Cuffy seconded the motion.

The motion was approved with the following vote:
FOR: Becknell, Bartolomei, Bilanceri, Cuffy, Graham-Spector
AGAINST: None

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Case 474 – 102 Arcadia Pl and 141 Grove Pl

Public hearing, consideration, and action regarding the request of Brad Knolle of Embrey Partners, applicant, on behalf of Trebes Sasser, Jr. of Ridgemont Properties, owner, to replat the properties identified as CB 4050 BLK 6 LOT 4 THRU 9, 17 THRU 20, PTS OF 10, 21, 22 & 23, also known as 102 Arcadia Pl, and CB 4050 BLK 6 LOT 11, 12, 13, 24, 25, 26 & PTS OF 10, 21, 22 & 23, also known as 141 Grove Pl.

Mr. Brewer presented the case noting that the request is still pending Specific Use Permit (SUP) consideration.

Chairman Becknell questioned if the request could be approved with the contingency of the approval of the SUP or if it could be withdrawn until the SUP is approved. Austin Beck, City Attorney, confirmed that an approval would be contingent on the SUP should the commission wish to advance it on the condition of the SUP.

Chairman Becknell opened public hearing at 8:29pm. No one requested to speak regarding the case so the public hearing was closed.

Frank Burney, attorney for the applicant, and Mr. Knolle addressed the commission.

Commissioner Cuffy moved to recommend approval as written and the motion was seconded by Commissioner Bilanceri. Commissioner Bartolomei asked for clarification. Commissioner Cuffy amended the motion that the recommendation for approval be contingent upon the SUP. Commissioner Bilanceri seconded the amended motion.

The amended motion was approved with the following vote:
FOR: Becknell, Bartolomei, Bilanceri, Cuffy, Graham-Spector
AGAINST: None

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There being no further business, Commissioner Bilanceri moved to adjourn the meeting. Commissioner Graham-Spector seconded the motion followed by unanimous consent from the commission. The meeting was adjourned at 8:31pm.

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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.

Lori Becknell, Chairman
(Board Approval)

11/2/2026
Date Signed & Filed

Lety Hernandez, Director
Community Development Services