

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

**MINUTES**

Date: March 24, 2016

Time: 6:00 p.m.

MEMBERS PRESENT: George Monsive Stephen Lara  
Carolyn Sequeira

MEMBERS ABSENT: 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 16, 2016

MOTION: I motion to approve the minutes.

Motion by: Carolyn Sequeira Second: George Monsive 3/0/0 PASSED

**III. PUBLIC HEARINGS:**

1. Commission will conduct a Public Hearing on Chapter 153 Zoning Code, Table 4b Freestanding Signs in Non-Residential Districts.

Public Hearing opened at 6:09 p.m.

Community Development Director Rita Hoysl stated the request on Table 4b was to make a revision to the matrix to correctly state that pole signs are not allowed.

Public Hearing closed at 6:11 p.m.

2. Commission will conduct a Public Hearing on regulating Donation Boxes.

Public Hearing opened at 6:11 p.m.

Community Development Director Rita Hoysl gave update on this item.

Public Hearing closed at 6:15 p.m.

3. Commission will conduct a Public Hearing on regulating lot coverage.

Public Hearing opened at 6:15 p.m.

Community Development Director Rita Hoyl gave update on this item.

Public Hearing closed at 6:37 p.m.

**IV. BUSINESS ITEMS:**

1. Consideration and **ACTION** upon making a recommendation to City Council on Chapter 153 Zoning Code, Table 4b to prohibit on premises pole signs in MXD District.

MOTION: Motion to approve making recommendation to City Council at the next regular meeting.

Motion by: Carolyn Sequeira                      Second: George Monsive      3/0/0      PASSED

2. Consideration and **ACTION** upon making a recommendation to City Council on regulating Donation Boxes.

MOTION: Motion to approve.

Motion by: George Monsive                      Second: Carolyn Sequeira      3/0/0      PASSED

3. Consideration and **ACTION** upon making a recommendation to City Council to regulate lot coverage.

MOTION: Motion to approve.

Motion by: Carolyn Sequeira                      Second: George Monsive      3/0/0      PASSED

**V. CITIZENS TO BE HEARD:**

There were no citizens signed up to be heard.

**VI. ADJOURNMENT:**

Meeting was adjourned at 6:40 p.m.

**Submitted by:**

**DELIA FLORES, TRMC  
City Secretary**