

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

**MINUTES**

Date: October 18, 2016

Time: 7:40 p.m.

MEMBERS PRESENT: Stephen Lara George Monsive  
Ashley Leising Madeline Slay

MEMBERS ABSENT: Carolyn Sequeira

SIGN IN SHEET: None

**I. CALL TO ORDER AND RECORDING OF QUORUM:**

Meeting was called to order and quorum was present.

**II. BUSINESS ITEMS:**

1. Commission will hold a **Public Hearing** to hear from the public on implementing a temporary moratorium on issuing sign permits in the City limits for the purpose of erecting, relocating, altering, or repairing signs.

Public Hearing opened and closed at 7:41 p.m.

2. Commission will approve/disapprove recommendation to city council on implementing a temporary moratorium on issuing sign permits in the city limits for the purpose of erecting, relocating, altering, or repairing signs.

MOTION: Motion to approve. (Temporary Moratorium)

Motion by: Ashley Leising Second: George Monsive 3/0/0 PASSED

3. Commission will hold a **Public Hearing** to hear from the public on amending the Zoning Code pertaining to signs and other matters herewith.

Public Hearing opened at 7:44 p.m. and closed at 7:45 p.m.

4. **WORKSHOP: Planning and Zoning Commission/City Council Joint Workshop** regarding the Zoning Code pertaining to signs and other matters herewith.

City Administrator gave a power point presentation on the proposed changes as follows:

- Consolidate signage into one chapter
- Update definitions
- Update Use Matrix

- Created Design Standards
  - Easements and Utilities Connections
5. Commission will approve/disapprove recommendation to city council on amending the Zoning Code pertaining to signs and other matters herewith.

No Action.

**III. CITIZENS TO BE HEARD:**

None

**IV. ADJOURNMENT:**

A motion was made and seconded to adjourn meeting at 9:30 p.m.

Submitted by:

**DELIA FLORES, TRMC**  
**City Secretary**