

**BOARD OF ADJUSTMENTS AND APPEALS**  
**3300 Hillcrest Drive**  
**Balcones Heights, Texas 78201**

**Minutes**

**DATE: March 28, 2016**

**TIME: 5:04 p.m.**

**Members Present**    Linda Pohl                      Charles White                      Jack Burton  
                                 Suzanne de Leon                  Madeline Slay                      Henry Hannasch (Alternate Presided)

The Alternates in attendance but not presiding were Shana Halpin, Bennie Cass and David Sellars.

**Members Absent:**    Lamar Gillian

**Sign in Sheet:**            None

I.    Call to Order and Recording of Quorum:

Chair Suzanne de Leon called the meeting to order and quorum was present.

II.   Approval of Minutes:

April 21, 2015

MOTION: Motion to approve.

Motion by: Board Member Burton    Second: Board Member Pohl                  6/0/0                  PASSED

III.   Public Hearing:

**Case No. BOA 2016-01:** Board will conduct a public hearing on the application submitted by Bret Skirvin from Site Enhancement Services on behalf of Wonder Plaza Venture/Advance Auto Parts. A variance from Zoning Ordinance, specifically:

Sign Variance Requests to Sections 4.5.4(2) (f) (i), 4.5.4 (3)(b), and 4.5.4.(3)(c)(i)

Public Hearing opened at 5:05 p.m.

Ms. Hoyl came up and gave examples of the other city's signs and gave an explanation of the request submitted.

Bret Skirvin also came up and gave a presentation and presented the board with additional art work.

Public Hearing closed at 5:17 p.m.

IV.   Business Matters:

1. The Board will hear, consider, and approve/disapprove **Case No. 2016-01**, a variance request submitted by Bret Skirvin from Site Enhancement Services on behalf of Wonder Plaza Venture/Advance Auto Parts. This establishment is located at 4515 Fredericksburg Rd.

The Chair called for discussion and gave each board member a time to speak and/or ask questions.

Staff's recommendation was made for

MOTION: I make a motion we approve the building signs, both sides and table the pole signs to find out where they would place such pole signs and where they would place such monument signs.

Motion by: Board Member Burton    Second: Board Member Pohl    6/0/0    PASSED

V. Adjournment:

Meeting was adjourned at 5:40 p.m.

**Submitted by:**

**Delia Flores  
City Secretary**