

**CITY OF ALPINE  
PLANNING & ZONING COMMISSION MEETING  
MONDAY, JUNE 26, 2023 - 5:30 P.M.  
MINUTES**

1. **Call to Order** – Abbey Branch, Vice-Chair of the Planning & Zoning Commission, called the meeting to order at 5:30 P.M. The meeting was held in City Council Chambers located at 803 West Holland Avenue, Alpine, Texas, 79830 and via Zoom video conference.

**Commissioners Physically Present:**

Richard Portillo, Place 1  
Wendy Little, Place 2 – *Secretary*  
Abbey Branch, 4 – *Vice-Chair*  
Joanna Laxton, Place 5  
Matthew Walter, Place 6  
Eva Olivas, Place 7

**Commissioners Not Present:**

Place 3 - Vacant

**City Staff Present:**

Honorable Mayor Catherine Eaves  
Megan Antrim, City Manager  
Geoffrey R. Calderon, City Secretary  
Andrew Devaney, Building Official  
Jessica Boorse, Permit Technician

**Commissioners Present via Zoom:**

None.

2. **Public Comments** – None.

3. **Public Hearings** –

- a) Public Hearing to obtain citizen views and comments regarding Replat 2023-07-01, a replat to allow the applicant, John Wagner c/o AMXS Land Development, LLC, to combine underlying lots into one to allow for development. The property in question is located on Holland Ave and 15th Street and legally described as the East Part of Lot One (1), Two (2), and Three (3), in Block Six (6), Thomas Turney Higgins addition, to the Town of Alpine, Brewster County, Texas. The Parcel ID of the subject property is R12876. The record property owner is Glenn Short. The current zoning classification of the subject property is C-2 Business District. If the replat is approved the zoning classification will remain C-2 business district.
- b) Approve Special Use Permit 2023-07-01, a Special Use Permit to allow the applicant, Alpine Independent School District, to establish a daycare center. The property in question is located at 704 W Sul Ross Avenue and legally described as Lots 6-10, Block I, Gillis Addition to the City of Alpine. The Parcel ID of the subject property is R10450. The record property owner is Alpine ISD, in trust. The current zoning classification of the subject property is R-2 Two Family District. If the replat is approved the zoning classification will remain R-2 Two Family District.

4. **Approval of minutes of previous Board Meeting** –

- a) March 27, 2023 Regular Meeting Minutes. (G. Calderon, City Secretary)

*On a motion by Commissioner Walter and seconded by Commissioner Olivas to approve the minutes, the Planning & Zoning Commission unanimously voted to adopt the motion.*

5. **Discussion Items** –

- a) Discussion between Commissioners and City Staff regarding procedural items, questions, and/or recent Planning & Zoning related items. (G. Calderon, City Secretary)
- b) Continue the discussion regarding the creation of a Historic District. (A. Branch, Vice-Chair)

Minutes:06-26-2023

Approved: 07-24-2023

- c) Discuss signs that are in disrepair in town and discuss the possible options to mitigate these unsightly signs including updating the sign ordinance if needed. (A. Branch, Vice-Chair)
- d) Discuss abandoned and boarded-up properties and options to abate unsightly issues and improve beautification in these areas. (A. Branch, Vice-Chair)
- e) Discuss updates on Commissioner assignments of the tasked City Council objectives for 2023 and discuss the action plan going forward for each item.
  - I. Ordinance Review.
  - II. Updating the Zoning Map.
  - III. Comprehensive Zoning Plan. (On Hold).
  - IV. Historic District.
  - V. Control Growth of stores deemed detrimental to small economies.

(G. Calderon, City Secretary)

## 6. Action Items –

- a) Approve Replat 2023-07-01, a replat to allow the applicant, John Wagner c/o AMXS Land Development, LLC, to combine underlying lots into one to allow for development. The property in question is located on Holland Ave and 15th Street and legally described as the East Part of Lot One (1), Two (2), and Three (3), in Block Six (6), Thomas Turney Higgins addition, to the Town of Alpine, Brewster County, Texas. The Parcel ID of the subject property is R12876. The record property owner is Glenn Short. The current zoning classification of the subject property is C-2 Business District. If the replat is approved the zoning classification will remain C-2 business district. (G. Calderon, City Secretary)

***On a motion by Commissioner Walter and seconded by Commissioner Olivas to approve, the Planning & Zoning Commission unanimously voted to oppose the motion and the motion was lost.***

- b) Approve Special Use Permit 2023-07-01, a Special Use Permit to allow the applicant, Alpine Independent School District, to establish a daycare center. The property in question is located at 704 W Sul Ross Avenue and legally described as Lots 6-10, Block I, Gillis Addition to the City of Alpine. The Parcel ID of the subject property is R10450. The record property owner is Alpine ISD, in trust. The current zoning classification of the subject property is R-2 Two Family District. If the replat is approved the zoning classification will remain R-2 Two Family District. (G. Calderon, City Secretary)

***On a motion by Commissioner Olivas and seconded by Commissioner Walter to approve, the Planning & Zoning Commission unanimously voted to adopt the motion.***

- c) Appoint Chair of the Planning & Zoning Commission. (G. Calderon, City Secretary)

***On a motion by Commissioner Olivas and seconded by Commissioner Laxton to appoint Abbey Branch as the Chair, the Planning & Zoning Commission unanimously voted to adopt the motion.***

- d) Appoint other officers of the Planning & Zoning Commission as needed. (G. Calderon, City Secretary)

***Commissioner Little moved to discuss with Commissioner Olivas seconding the motion.***

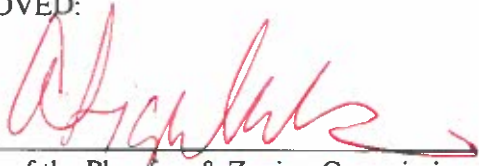
***On a motion by Commissioner Branch and seconded by Commissioner Olivas to amend the original motion to appoint Commissioner Walter as the Vice-Chair, the Planning & Zoning Commission unanimously voted to adopt the motion. The Planning & Zoning Commission subsequently unanimously voted to adopt the original motion as amended.***

**7. Board Member Comments.**

*On a motion by Commissioner Portillo and seconded by Commissioner Laxton to adjourn the regular meeting, the regular meeting was adjourned.*

**8. Adjourn (7:13 P.M.)**

APPROVED:



Officer of the Planning & Zoning Commission

**CERTIFICATION**

I, Geoffrey R. Calderon, hereby certify that this notice was posted at City Hall, a convenient and readily accessible place to the general public, and to the City website at [www.cityofalpine.com](http://www.cityofalpine.com) pursuant to Section 551.043, Texas Government Code. The said notice was posted at 5:00 P.M. on June 23, 2023, and remained so posted for at least 72 hours preceding the scheduled time of the said meeting. This facility is wheelchair accessible and accessible parking space is available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the Office of the City Secretary at (432) 837-330 I, option 1, or email [city.secretary@cityofalpine.com](mailto:city.secretary@cityofalpine.com) for further information.

  
Geoffrey R. Calderon, City Secretary