

**CITY OF ALPINE  
PLANNING & ZONING COMMISSION  
HISTORIC DISTRICT WORKSHOP  
& REGULAR MEETING  
AUGUST 28, 2023 - 5:30 P.M.  
MINUTES**

**HISTORIC DISTRICT WORKSHOP**

1. **Call to Order** – Abbey Branch, Chair of the Planning & Zoning Commission, called the workshop 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.

2. **Public Comments** – None.

**Commissioners Physically Present:**

Richard Portillo, Place 1  
Tom Griffith, Place 3  
Abbey Branch, Place 4 – *Chair*  
Joanna Laxton, Place 5  
Matthew Walter, Place 6 – *Vice-Chair*  
Eva Olivas, Place 7

**City Staff & Officials Present:**

Megan Antrim, City Manager  
Geoffrey R. Calderon, City Secretary  
Andrew Devaney, Building Official  
Jessica Boorse, Code Enforcement

**Commissioners Not Present:**

Wendy Little, Place 2 – *Secretary*

**Commissioners Present via Zoom:**

a) Historic District Presentation by Abbey Branch, Chair of the Planning & Zoning Commission.

**Public Comments:** Guy Fielder, JoAntoinette Valenzuela, Kirsten Moody, Greg Egan, Ramona Moore.

b) Discuss Boerne Historic District and Design Guidelines.

c) Discuss other updates, ideas, commissioner feedback, staff feedback, and resident feedback on the proposed Alpine Historic District including updates to Ordinance 2011-01-01.

4. **Adjourn (7:09 P.M.)**

**REGULAR MEETING**

1. **Call to Order** – Abbey Branch, Vice-Chair of the Planning & Zoning Commission, called the meeting to order at 7:20 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  
Tom Griffith, Place 3  
Abbey Branch, Place 4 – *Chair*  
Joanna Laxton, Place 5  
Matthew Walter, Place 6 – *Vice-Chair*  
Eva Olivas, Place 7

**City Staff & City Officials Present:**

Megan Antrim, City Manager  
Geoffrey R. Calderon, City Secretary  
Andrew Devaney, Building Official  
Jessica Boorse, Code Enforcement

**Commissioners Not Present:**

Wendy Little, Place 2 – *Secretary*

**Commissioners Present via Zoom:** None.

Minutes:08-28-2023

Approved: 10-23-2023

2. **Public Comments** – None.

3. **Public Hearings** – None.

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

a) July 24, 2023 Regular Meeting Minutes. (G. Calderon, City Secretary)

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

5. **Discussion Items** –

a) Continue discussion of updating our sign ordinance. (A. Branch, Chair)

b) Read Sugarland, TX Sign Ordinance and see what parts, if any, we should adopt. (A. Branch, Chair)

**Public Comments:** Clayton Shoot, Kirsten Moody.

c) Discussing forming a sign committee to redline our current ordinance and make new recommendations with Commissioner Laxton so we could have something by October. (A. Branch, Chair)

d) Discussion on M-1 Property within the city and what types of industrial businesses that would not be in the best interest of the safety of Alpine residents and how we can update our zoning accordingly. (A. Branch, Chair)

e) Discuss updates on 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. (A. Branch, Chair)

6. **Action Items** – None.

7. **Board Member Comments.**

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

8. **Adjourn (8:02 P.M.)**

APPROVED:



Officer of the Planning & Zoning Commission

Minutes:08-28-2023

Approved: 10-23-2023

### 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 August 22, 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) 837-3301, option 1, or email [city.secretary@cityofalpine.com](mailto:city.secretary@cityofalpine.com) for further information.

  
Geoffrey R. Calderon, City Secretary

