

**FINAL - MINUTES
OF THE NEW BRAUNFELS BOARD OF ADJUSTMENT
REGULAR MEETING OF THURSDAY, SEPTEMBER 25, 2025**

1. CALL TO ORDER

Member Avary called the meeting to order at 6:00pm.

2. ROLL CALL

The following Board Members were present:

Member Bobby Avary

Member Andrea Ranft

Member Seth Reichenau

Member Timothy Bray

Member Maurice Lewis

APPOINTMENT OF ACTING-CHAIR PERSON

Motion by Member Ranft, seconded by Member Reichenau, to nominate Member Avary to serve as Temporary Chair-Person for the September 25, 2025 regular meeting. Motion carried unanimously (5-0-0).

3. APPROVAL OF MINUTES

A) Approval of the August 28, 2025 regular meeting minutes.

Motion by Member Ranft, seconded by Member Bray, to approve the August 28, 2025 regular meeting minutes. Motion carried unanimously (5-0-0).

4. Consider appointment of a Board Member to serve on the Land Development Ordinance Citizen Advisory Committee.

Christopher Looney presented the aforementioned item.

Acting-Chair Avary asked if there were any questions for staff.

Brief discussion followed on the duties of the Land Development Ordinance Citizens Advisory Committee.

Motion by Member Reichenau, seconded by Member Ranft to nominate Member Lewis as Board of Adjustment representative to the Land Development Ordinance Citizen Advisory Committee. Motion carried unanimously (5-0-0).

5. INDIVIDUAL ITEMS FOR CONSIDERATION

A) ZB25-0015 Hold a public hearing and consider a request for a variance from Section 144-3.3-2(b)(1)(v) to allow a main dwelling to encroach 15 feet into the 20-foot rear setback required in the R-2 (Single-Family and Two-Family District), currently addressed at 1055 Booneville Avenue

Mary Lovell introduced the aforementioned item.

Acting-Chair Avary asked if there were any questions for staff.

Discussion followed on fence line proximity, existing structure use, objection status, and property boundaries.

Acting-Chair Avary invited the applicant to speak on the item.

Lex Pegues and Karlis Ecrums elaborated on the request discussing property history, structural condition, design intent, and setback challenges.

Discussion followed on property line encroachment, hardship justification, comparable variances, and square footage.

Acting-Chair Avary opened the public hearing and asked if anyone present wished to speak on the item.

No individuals spoke on the item.

Acting-Chair Avary closed the public hearing.

Acting-Chair Avary asked if there were any further discussion or motion to be made.

Discussion followed on precedent variances, zoning classification, build quality, and property condition.

Motion by Member Reichenau, seconded by Member Bray, to approve the item. Motion carried (5-0-0).

B) ZB25-0016 Hold a public hearing and consider a request for a variance from Sec. 144-5.1-1 (e)(1), requiring commercial and

residential off-street parking to be constructed and surfaced with concrete, asphaltic concrete, or asphalt, and to allow the off-street parking to be constructed of permeable basalt gravel, currently addressed as 291 S. East Avenue

Mary Lovell presented the aforementioned item.

Acting-Chair Avary asked if there were any questions for staff.

Discussion followed on material standards proposed as part of the draft LDO, gravel alternatives, driveway material flexibility, and acceptable materials.

Acting-Chair Avary invited the applicant to speak on the item.

J.P. Gips elaborated on the request discussing the plat, prior variance on adjacent lot, proposed driveway material, and property hardship.

Discussion followed on the proposed use, variance history, depth for concrete, and width requirements.

Acting-Chair Avary opened the public hearing and asked if anyone present wished to speak on the item.

No individuals spoke on the item.

Acting-Chair Avary closed the public hearing.

Acting-Chair Avary asked if there were any further discussion or motion to be made.

Discussion followed on driveway scope, draft ordinance intent, gravel type, and variance specifics.

Motion by Member Bray, seconded by Member Lewis, to approve the request. Motion carried (5-0-0).

- C) CS25-0313 Public hearing and consideration of a request by Executive Signs Enterprises, Inc. on behalf of The First National Bank of Sonora, for an alternative sign plan to allow one freestanding multi-tenant high-profile monument sign to deviate from the established sign standards for properties with street frontage along SH-46 and in the C-1B (General Business District), currently addressed at 1317U

SH-46 South

Colton Barker introduced the aforementioned item.

Acting-Chair Avary asked if there were any questions for staff.

Discussion followed on potential changes to signage regulations proposed as part of the draft LDO, current sign regulations including setbacks and sign cabinet size, differences between current and proposed sign height, and the possibility of additional signage on the property.

Acting-Chair Avary invited the applicant to speak on the item.

Terry Tschirhart elaborated on the request, discussing property easements, the City's sign process and historical context, advertising needs for the undeveloped property, and compliance with sign lighting standards.

Discussion followed on the City's recommendation regarding sign height and copy area, uncertainty around future building and sign locations, potential landscaping and parking design, and the intent of the request.

Acting-Chair Avary opened the public hearing and asked if anyone present wished to speak on the item.

One individual spoke in favor of the item.

Acting-Chair Avary closed the public hearing.

Acting-Chair Avary asked if there were any further discussion or motion to be made.

Discussion followed on permitting time frames and expiration options, the intent of the request, and potential conditions of approval.

Motion by Member Reichenau, seconded by Member Lewis, to approve the item with the following conditions:

1. the freestanding multi-tenant high-profile monument sign shall not exceed 32-feet in overall height, nor 275-square-feet in sign copy area;
2. the masonry base shall not exceed 5-feet in height;

3. the sign must be constructed within six months of the issuance of a building permit; and
4. that no other additional freestanding signage shall be allowed on lots 1, 2, 3, or 901 of the Cap Rock Commercial plat.

Motion carried unanimously (5-0-0).

6. EXECUTIVE SESSION

In accordance with the Open Meetings Act, Government Code, Ch. 551.071, the Commission may convene in a closed session to discuss with its attorney any of the items listed on this agenda. Any final action or vote on any executive session item will be taken in open session.

Did not convene, and no action was taken.

7. ADJOURNMENT

There being no further business Acting-Chair Avary adjourned the meeting at 7:41 pm.

By: _____
ACTING BOARD CHAIR

Attest:

BOARD LIAISON