

# DRAFT

MINUTES  
THE MAIN STREET COMMITTEE  
REGULAR SESSION  
January 23, 2024

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on January 23, 2024, at 6:00 p.m. in the Hal Baldwin Municipal Complex Council Chambers Conference Room, 1400 Schertz Parkway, Building #4, Schertz, Texas. The following members present to-wit:

Present: Chair Mark Davis  
Mayor Ralph Gutierrez  
Committee Member Tim Brown  
Committee Member Allison Heyward

Staff present: City Manager Steve Williams; Deputy City Manager Brian James; City Secretary Sheila Edmondson

## Call to Order

Chair Davis called the meeting to order at 6:02 pm.

## Hearing of Residents

*This time is set aside for any person who wishes to address the Committee. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes.*

*All remarks shall be addressed to the Committee as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Committee may be requested to leave the meeting.*

*Discussion by the Committee of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Hearing of Residents portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*

No one signed up to speak.

## Discussion and Action Items

1. **Minutes-** Consideration and/or action regarding the approval of the minutes of the meeting on November 21, 2023. (S.Edmondson)

Chair Davis asked for a motion to approve the minutes from the November 21, 2023, meeting.

Councilmember Tim Brown made a motion to accept the November 21, 2023, meeting. Councilmember Allison Heyward seconded the motion. All in favor, no one opposed. Motion passes 4-0.

2. **Main Street Related Ordinance Changes** – Briefing, discussion, and recommendation direction on a number of proposed ordinance changes impacting Main Street, including but not limited to MSMU-ND, parking requirements, uses, screening and buffering and setbacks. (S. Haas)

Deputy City Manager Brian James explained to the Main Street Committee that the properties on Main Street have various different zoning districts. There are 8 parcels that are Main Street Mixed-Use, 2 parcels Mixed-Use New Development, 9 parcels that are R-2 and 45 parcels that are GB. Staff would like to rezone the area to Mixed-Use that would merge with the Mixed-Use New Development and leave some of the GB parcels alone. The city is considering a city-initiated/property owner-initiated rezoning of Main Street to Mix-Use. Staff is planning to have informal discussions with the property owners on Main Street and see if they would be willing to have their property rezoned. It would be ideal if the city was able to rezone areas of Main Street in block chunks. Staff will keep the Main Street Committee updated as the discussion progresses.

DCM Brian James reviewed the list of Main Street Related Ordinance Changes. The Planning and Zoning Commission approved these updates at their meeting on January 10, 2024.

Changes include:

- 21.5.2 – adding MSMU-ND to established zoning districts, while eliminating unused districts.
- 21.5.5 – elaborating the description of the Main Street Districts to match the proposed new permitted uses (see below)
- 21.5.7 – eliminating parking minimums from Main Street (only 2 per lot now), reduction of rear setback for MSMU, allowing engineering flexibility when establishing side yard setbacks on corner lots.
- 21.9.7 – adjusting screening and buffering requirements.
- 21.14.3 – exempting Main Street from some additional setback and screening and buffering requirements in this section
- 21.5.8 – permitting the following uses in the Main Street Districts
  - Tattoo Parlor/Studio (with limited use)
  - MF/Apartment Dwelling
  - One-Family Dwelling Attached
  - Private Club
  - Theater, Indoor

- Two-Family Dwelling
- Automobile Parking Structure/Garage
- Microbrewery/Brewpub (adding definition in Article 16)
  - o Microbrewery/Brewpub: A facility for the production and packaging of malt beverages for distribution, retail, or wholesale, on or off premise, with a capacity of not more than 5,000 barrels per year. The development may include other uses such as a standard restaurant, bar or live entertainment as otherwise permitted in the zoning district.
- Two-Family Dwelling
- Pet Store
- Municipal Uses Operated by the City of Schertz
- Dance Hall/Night Club

DCM Brian James explained that the benefit staff sees is that we don't have a the "question mark" on potential projects from developers. The city could explain how long the process would take vs. not having this type of development approved in the UDC and needing additional time to see if their project would be allowed under that zoning. Additional time that the city reviews could make that project take longer to get approved.

The Main Street Committee were in agreement to continue what staff has started and bring back to council in it's final form for further disscion.

**3. Main Street Design** – Briefing, discussion and recommendation on the proposed Main Street Design. (B.James/J.Nowak)

Kimley-Horn Project Manager-Mr. Steven Aniol provided a presentation on the Main Street Improvements that included:

1. Quick Project Recap
2. Refined Engineering Design Concept-Summary of Design Items-Street Work
  - Full depth reconstruction
    - Lindbergh Avenue to Schertz Parkway
  - Maximize street drainage
    - Replace concrete infrastructure throughout due to vertical profile updates
  - Maintain limited drainage features
  - Proposed bulbouts at Randolph Avenue and Williams Street intersections
  - Incorporate decorative pavement at key locations
  - Incorporate pattern at crosswalks
    - Stamped/colored concrete in lieu of typical crosswalk striping
  - Retaining walls as needed
    - Patterned face or decorative theme

3. Refined Landscape Design Concept-Overall Package presented by Mr. Leo O'Brien.

- Welcome Markers will have bronze letters, Sisterdale Honed Limestone and Leuders Buff Stone Base.
- Welcome monuments-are located at the ends of the Main Street area.
- Arrival markers-when you come in from FM 78
- Main street green area-small green area
- Pedestrian kiosk-historical information

- 36" metal screening on certain properties-there will be three design elements: aviation, railroad and agricultural theme.
- Material selections: rock, metal and metal screen color selections
- Furniture- metal, hunter green color
- Plants and mulch for landscaping

#### 4. Illumination Standards

- Pedestal Pole-Washington Style Aluminum Lamp- 16 ft. poles with a 40-inch luminaires on top.

#### 5. Utility/TxDOT Coordination

##### Aerial Utilities

- Relocating all aerial facilities underground within project limits
- Coordination meetings held with GVEC, AT&T, Charter/Spectrum, MCI/Verizon, SCUCISD, and Zayo
- Relocation will utilize shared duct bank supplied by City
- Acquisition of utility easements will be required (led by the City)
- Extended material procurement timelines for GVEC

##### Non-Communication Utilities

- Sewer and water lines to be upgraded
- Centerpoint gas line to be upgraded
- Both require TxDOT design criteria and permitting

#### TxDOT Coordination

- Held several meetings with TxDOT
- Discussed proposed scope within TxDOT ROW
- Initially no major concerns, seemed supportive of improvements
- Liked idea of full pedestrian connectivity
- Suggested follow up meetings with various TxDOT groups

#### 6. Refined Design Cost

An updated opinion of probable construction cost (OPCC) was developed to reflect the refined design concept:

- Required Infrastructure
- Road, water/sewer and limited drainage
- Optional Infrastructure
- Lighting and Landscape Features
- GVEC Relocations
- Shared-Use Duct Bank
- \*Does not Include Franchise Utility Reimbursement or Easement Acquisition

##### Estimated Main Street Construction Cost

- Required Infrastructure - \$12 Million
- Optional Revitalization - \$4.8 Million
- GVEC Aerial Relocation - \$4.36 Million
- Shared-Use Duct Bank - \$3.2 Million
- TOTAL: \$24.36 Million\***

#### 7. Next Steps

- Obtain Council approval on design concept
- Finalize remaining Architecture components

- District identities, welcome sign, metal screens, wayfinding/signage
- Continue utility coordination and finalize utility easements
- Additional TxDOT meetings
- Begin Easement Acquisition process
- Develop construction plans for final concept
- Developed phased construction approach

The Main Street Committee approved of the presentation and asked when it would go to Council for final approval.  
DCM Brian James will bring this presentation to the Council in February 2024.

### **Next Meeting Date**

- 4. Main Street Committee Meeting-** May 14, 2024.

### **Adjournment**

Chair Davis adjourned the meeting at 7:52 p.m.

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Mark Davis, Chair

ATTEST:

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Sheila Edmondson, City Secretary