



MEETING AGENDA
Planning & Zoning Commission
REGULAR SESSION PLANNING & ZONING COMMISSION
July 1, 2026

HAL BALDWIN MUNICIPAL COMPLEX COUNCIL CHAMBERS
1400 SCHERTZ PARKWAY BUILDING #4
SCHERTZ, TEXAS 78154

CITY OF SCHERTZ CORE VALUES

Do the right thing

Do the best you can

Treat others the way you want to be treated

Work cooperatively as a team

AGENDA
WEDNESDAY, JULY 1, 2026 at 6:00 p.m.

The Planning and Zoning Commission will hold the regularly scheduled meeting at 6:00p.m., Wednesday, July 1, 2026, at the City Council Chambers. In lieu of attending the meeting in person, residents will have the opportunity to watch the meeting via live stream on the City's YouTube Channel.

1. CALL TO ORDER

2. SEAT ALTERNATE TO ACT IF REQUIRED

3. HEARING OF RESIDENTS

This time is set aside for any person who wishes to address the Planning and Zoning Commission. Each person should fill out the Speaker's register prior to the meeting. Presentations should be limited to no more than three (3) minutes. Discussion by the Commission 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.

4. CONSENT AGENDA:

- A.** Minutes for the June 3, 2026 Regular Meeting.

5. ITEMS FOR INDIVIDUAL CONSIDERATION:

- A. PLVAR20260154 Sign Waiver** - Consider and act upon a waiver request for a waiver in relation to a wall sign located on Lot 8 Block 12 of the Verde Enterprise Business Park Unit 10B, approximately 3.5 acres of land located at 17720 Verde Parkway, more specifically known as Guadalupe County Property Identification Number 199145, City of Schertz, Texas.

6. PUBLIC HEARING:

The Planning and Zoning Commission will hold a public hearing related to zone change requests, specific use permit requests, and Unified Development Code Amendments within this agenda. The public hearing will be opened to receive a report from staff, the applicant, the adjoining property owners affected by the applicant's request, and any other interested persons. Upon completion, the public hearing will be closed. The Commission will discuss and consider the application, and may request additional information from staff or the applicant, if required. After deliberation, the Commission is asked to consider and act upon the following requests and make a recommendation to the City Council if necessary.

- A. Conduct a Public Hearing, workshop, discussion, and possible action in relation to implementing a new land use category, definition, and Specific Use Permit process for Data Centers.
- B. Conduct a Public Hearing, workshop, discussion, and possible action in relation to Article 11 Signs and Advertising Devices.

7. REQUESTS AND ANNOUNCEMENTS:

- A. Requests by Commissioners to place items on a future Planning and Zoning Agenda
- B. Announcements by Commissioners
 - City and community events attended and to be attended
 - Continuing education events attended and to be attended
- C. Announcements by City Staff.
 - City and community events attended and to be attended.

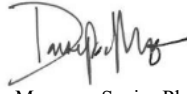
**8. INFORMATION AVAILABLE IN THE PLANNING AND ZONING COMMISSION PACKETS-
NO DISCUSSION TO OCCUR**

- A. Current Projects and City Council Status Update

9. ADJOURNMENT OF THE REGULAR MEETING

CERTIFICATION

I, Daisy Marquez, Senior Planner, of the City of Schertz, Texas, do hereby certify that the above agenda was posted on the official bulletin boards on this the 24th day of June, 2026 at 12:00 p.m., which is a place readily accessible to the public at all times and that said notice was posted in accordance with chapter 551, Texas Government Code.



Daisy Marquez, Senior Planner

I certify that the attached notice and agenda of items to be considered by the Schertz Planning & Zoning Commission was removed from the official bulletin board on ____ day of _____, 2026. title: _____

This facility is accessible in accordance with the Americans with Disabilities Act. Handicapped parking spaces are available. If you require special assistance or have a request for sign interpretative services or other services please call 619-1030 at least 24 hours in advance of meeting.

The Planning and Zoning Commission for the City of Schertz reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act.

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.



PLANNING AND ZONING COMMISSION MEETING: 07/01/2026
Agenda Item 4 A

TO: Planning and Zoning Commission
PREPARED BY: Daisy Marquez, Senior Planner
SUBJECT: Minutes for the June 3, 2026 Regular Meeting.

Attachments

Draft Minutes for the June 3, 2026 Regular Meeting

DRAFT

PLANNING AND ZONING MINUTES

June 3, 2026

The Schertz Planning and Zoning Commission convened on June 3, 2026 at 6:00 p.m. at the Municipal Complex, Council Chambers, 1400 Schertz Parkway Building #4, Schertz, Texas.

Present: Clayton Wallace, Chair; Patrick McMaster, Vice Chair; Roderick Hector, Commissioner; Glen Outlaw, Commissioner; Francisco Velazquez, Commissioner; Sean Grady, Commissioner; Sonya Loreda-Reyes, Commissioner

Absent: David Hughes, Commissioner; Tamara Brown, Commissioner

Staff present: Emily Delgado, Planning Manager, Daisy Marquez, Senior Planner, Brandon Elliott, Planner, Christina Timke, Administrative Assistant

1. CALL TO ORDER

Chairman Wallace called the meeting to order at 6:00 pm.

2. SEAT ALTERNATE TO ACT IF REQUIRED

Commissioner Sean Grady and Commissioner Sonya Loreda-Reyes were seated as alternates.

3. HEARING OF RESIDENTS

This time is set aside for any person who wishes to address the Planning and Zoning Commission. Each person should fill out the Speaker's register prior to the meeting. Presentations should be limited to no more than three (3) minutes. Discussion by the Commission 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.

There were no residents who spoke.

4. CONSENT AGENDA:

A. Minutes for the May 6, 2026 Regular Meeting.

There was no discussion.

Motioned by Commissioner Glen Outlaw to approve the minutes, seconded by Vice Chair Patrick McMaster

Vote: 7 - 0 Passed

5. PUBLIC HEARING:

The Planning and Zoning Commission will hold a public hearing related to zone change requests, specific use permit requests, and Unified Development Code Amendments within this agenda. The public hearing will be opened to receive a report from staff, the applicant, the adjoining property owners affected by the applicant's request, and any other interested persons. Upon completion, the public hearing will be closed. The Commission will discuss and consider the application, and may request additional information from staff or the applicant, if required. After deliberation, the Commission is asked to consider and act upon the following requests and make a recommendation to the City Council if necessary.

- A. PLCPA20260074** - Hold a public hearing and make a recommendation on a request to amend the Comprehensive Land Use Plan – Future Land Use Map from Local Corridor to Industrial Hub on approximately 2.1 acres of land, known as 6615 FM 482, specifically known as Comal County Property Identification Numbers 428461 and 78974, City of Schertz, Comal County, Texas.

Mrs. Marquez gave a presentation on PLCPA20260074.

The applicant, Ethan Bracy, Bendicion Engineering, gave a presentation on the item.

Chairman Clayton Wallace opened the Public Hearing at 6:12 pm.

- Martin Friesenhahn - 22900 Old Nacogdoches Rd

Chairman Clayton Wallace closed the Public Hearing at 6:15 pm.

There was a lengthy discussion regarding:

- concerns with Comprehensive Land Use Plan Future Land Use Designations
- concerns with FM 482 location
- existing uses
- industrial uses in proximity to site

Motioned by Vice Chair Patrick McMaster to make a recommendation of denial of PLCPA20260074 to City Council, seconded by Commissioner Francisco Velazquez

Vote: 7 - 0 Passed

- B. PLZC20260035** - Hold a public hearing and make a recommendation on a zone change request on approximately 2.1 acres of land from Pre-Development District (PRE) to General Business District-II (GB-2), known as 6615 FM 482, specifically known as Comal County Property Identification Numbers 428461 and 78974, City of Schertz, Comal County, Texas.

Mrs. Marquez gave a presentation on the PLZC20260035.

The applicant, Ethan Bracy, Bendicion Engineering, spoke on the item.

Chairman Clayton Wallace opened the Public Hearing at 6:34 pm.

- Martin Friesenhahn - 22900 Old Nacogdoches Rd

Chairman Clayton Wallace closed the Public Hearing at 6:35 pm.

There was a discussion on outdoor storage zoning requirements and concrete batching plant zoning requirements.

Motioned by Vice Chair Patrick McMaster to make a recommendation of denial of PLZC20260035 to City Council, seconded by Commissioner Sean Grady

Vote: 7 - 0 Passed

6. ITEMS FOR INDIVIDUAL CONSIDERATION:

- A. PLPP20260120 Waiver** - Consider and act upon a request for a waiver in relation to on-site sewer facilities for the Preliminary Plat of the Wood Subdivision, approximately 2.7 acres of land, known as 7530 FM 482, more specifically known as Comal County Property Identification Number 75337, City of Schertz, Comal County, Texas.

Mr. Elliott, gave a presentation on PLPP20260120 Waiver.

There was a discussion on the timing of the required sewer connection.

Motioned by Commissioner Glen Outlaw to approve PLPP20260120 Waiver with conditions as presented by Staff, seconded by Vice Chair Patrick McMaster

Vote: 6 - 1 Passed

NAY: Commissioner Francisco Velazquez

- B. PLPP20260120** - Consider and act upon a request for approval of a Preliminary Plat of the Wood Subdivision, approximately 2.7 acres of land, known as 7530 FM 482, more specifically known as Comal County Property Identification Number 75337, City of Schertz, Comal County, Texas.

Mr. Elliott gave a presentation on PLPP20260120.

There was a discussion on the existing zoning and existing use on the subject property.

Motioned by Vice Chair Patrick McMaster to approve PLPP20260120, seconded by Commissioner Glen Outlaw

Vote: 7 - 0 Passed

- C. PLVAR20260129 Sign Waiver-** Consider and act upon a request for a waiver in relation to a freestanding ground sign on Lot 7, Block 1 of the Schertz Station Subdivision, approximately 3.04 acres of land located at 18406 IH 35 N, more specifically known as Guadalupe County Property Identification Number 203794, City of Schertz, Texas.

Mrs. Delgado gave a presentation on PLVAR20260129 Waiver.

The applicant, Britney Christy, with Merit, gave a presentation on the item.

There was a lengthy discussion regarding:

- amount of possible signage permitted on the site
- Emergency Services way finding
- topography
- sign area calculations
- signs with anchor tenants

Motioned by Commissioner Roderick Hector to approve PLVAR20260129, seconded by Commissioner Glen Outlaw

Motioned by Vice Chair Patrick McMaster to amend the motion to add a condition that this be the only freestanding sign permitted on Lot 7, Block 1 of the Schertz Station Subvision, seconded by Commissioner Glen Outlaw

Vote: 6 - 1 Passed

NAY: Commissioner Sonya Lored-Reyes

Motioned by Commissioner Roderick Hector to approve PLVAR20260129 sign waiver with the condition that this be the only freestanding sign permitted on Lot 7, Block 1 of the Schertz Station Subdivision, seconded by Commissioner Glen Outlaw

Vote: 6 - 1 Passed

NAY: Commissioner Sonya Lored-Reyes

7. REQUESTS AND ANNOUNCEMENTS:

A. Requests by Commissioners to place items on a future Planning and Zoning Agenda

The Commissioners requested workshops on signage and data centers.

B. Announcements by Commissioners

- City and community events attended and to be attended
- Continuing education events attended and to be attended

C. Announcements by City Staff.

- City and community events attended and to be attended.

Mrs. Delgado introduced Mrs. Timke, Administrative Assistant.

8. INFORMATION AVAILABLE IN THE PLANNING AND ZONING COMMISSION PACKETS- NO DISCUSSION TO OCCUR

A. Current Projects and City Council Status Update

9. ADJOURNMENT OF THE REGULAR MEETING

Chairman Clayton Wallace adjourned the meeting at 7:52 pm.



PLANNING AND ZONING COMMISSION MEETING: 07/01/2026

Agenda Item 5 A

TO: Planning and Zoning Commission
 PREPARED BY: Daisy Marquez, Senior Planner
 CASE: PLVAR20260154 Sign Waiver
 SUBJECT: **PLVAR20260154 Sign Waiver** - Consider and act upon a waiver request for a waiver in relation to a wall sign located on Lot 8 Block 12 of the Verde Enterprise Business Park Unit 10B, approximately 3.5 acres of land located at 17720 Verde Parkway, more specifically known as Guadalupe County Property Identification Number 199145, City of Schertz, Texas.

GENERAL INFORMATION:

Owner: TSFG Schertz LLC

Applicant: Liberty Signs

ITEM SUMMARY:

The property is part of the Verde Enterprise Business Park Planned Development District (PDD), which was approved via Ordinance 07-S-14A. Per the PDD, site design requirements not listed in the PDD, must come directly from the UDC in place at the time of the adoption of the PDD, which was the 1996 UDC.

Code	Permitted														
Verde Enterprise Business Park PDD and 1996 UDC	1 wall sign <table border="1"> <thead> <tr> <th>Distance from R.O.W.</th><th>Maximum Letter Height/ Logo Height</th></tr> </thead> <tbody> <tr> <td>less than 100 ft.*</td><td>12 inches*</td></tr> <tr> <td>101-150 ft.</td><td>18 inches</td></tr> <tr> <td>151-200 ft.</td><td>24 inches</td></tr> <tr> <td>201-250 ft.</td><td>30 inches</td></tr> <tr> <td>251-300 ft.</td><td>36 inches</td></tr> <tr> <td>301 feet and greater</td><td>42 inches</td></tr> </tbody> </table> - maximum wall sign area to be no greater than 15% of the percent of the wall space or 80 square feet, whichever is less. For the subject property: 1 wall sign, of 80 square feet in maximum wall sign area, and a maximum of 12 inches in letter and logo height would be permitted.	Distance from R.O.W.	Maximum Letter Height/ Logo Height	less than 100 ft.*	12 inches*	101-150 ft.	18 inches	151-200 ft.	24 inches	201-250 ft.	30 inches	251-300 ft.	36 inches	301 feet and greater	42 inches
Distance from R.O.W.	Maximum Letter Height/ Logo Height														
less than 100 ft.*	12 inches*														
101-150 ft.	18 inches														
151-200 ft.	24 inches														
201-250 ft.	30 inches														
251-300 ft.	36 inches														
301 feet and greater	42 inches														
Current UDC Article 11	3 wall signs <table border="1"> <thead> <tr> <th>Roadway Classification</th><th>Maximum Area sqft.</th></tr> </thead> <tbody> <tr> <td>Interstates and FM Roads</td><td>250</td></tr> <tr> <td>All Others*</td><td>100*</td></tr> </tbody> </table> For the subject property: 3 wall signs of 100 square feet each.	Roadway Classification	Maximum Area sqft.	Interstates and FM Roads	250	All Others*	100*								
Roadway Classification	Maximum Area sqft.														
Interstates and FM Roads	250														
All Others*	100*														
* Applicable to the site*															

Total Signage for the subject property:

The applicant is proposing a total of one wall sign and one monument sign. The monument sign meets the PDD requirements and the permit is awaiting issuance at the time of the report. The wall sign proposed is a total of 83.3 square feet, which is a total of 30 inches in height. Although it exceeds the maximum height of 12 inches and the 80 square feet wall sign area permitted under the PDD, the applicant is proposing only 1 wall sign under the maximum allowable permitted sign area from the current UDC.

GENERAL LOCATION AND SITE DESCRIPTION:

The subject property is part of the Verde Enterprise Business Park Planned Development District (PDD), Lot 8, Block 12 of the Verde Enterprise Business Park Unit 10B Subdivision, also known as 17720 Verde Parkway, more specifically known as Guadalupe County Property Identification Number 199145.

PUBLIC IMPROVEMENTS:

There is no public infrastructure associated with the sign waiver request.

STAFF ANALYSIS AND RECOMMENDATION:

The criteria for sign waivers are listed in UDC Section 21.11.15. Staff also uses the criteria listed in UDC Section 21.11.15 for the recommendation.

The criteria are listed below for 21.11.15.B:

1. The nature of the land use involved.

The subject property is part of the Verde Enterprise Business Park PDD, which is a commercial and industrial development. Any requirement not listed in the PDD, must follow the 1996 Unified Development Code. The 1996 Unified Development Code was very restrictive towards wall signs. The Verde Enterprise Business Park PDD only allows for one wall sign for the development. Additionally, the 1996 UDC restricts the height of wall sign letters and logos height based on the distance from the right-of-way.

2. The location of the property in relation to roadway classification.

The proposed wall sign is facing Verde Parkway and is less than 100-feet from the Right-of-Way, which only allows the sign letters/ logo height to be a maximum of 12 inches with a maximum wall sign area of 15 percent of the wall space or 80 square feet, whichever is less. The current wall sign requirements in the UDC would permit the applicant a total of three wall signs with an allowable maximum wall sign area of 100 square feet.

3. The existing uses of land in the vicinity

Along Verde Parkway, other industrial and commercial uses follow the Verde Enterprise Business Park Design Requirements, other than the sign requirements. Historically, the Board of Adjustment, prior to the Article 11 updates, has granted sign code variances from the Verde Enterprise Business Park PDD, if they met the current UDC sign code requirements at the time of application.

The criteria are listed below from Section 21.11.15.C:

1. That the granting of the waiver will not be detrimental to the public health, safety, or welfare, or injurious to other property in the area.

The granting of the waiver will not be detrimental to the public health, safety, or welfare or injurious to other property in the area. Historically, for properties within the Verde Enterprise Business Park PDD, the Board of Adjustment has granted sign waivers for signs that met the current UDC requirements. The applicant is only requesting a waiver to the letter and logo height restriction for wall signs from 12 inches to 30 inches, and the proposed wall sign area is 83.3 square feet. The applicant is not requesting to be granted more allowable wall sign area than any current wall sign would be permitted within the City of Schertz.

2. Strict interpretation of the provisions of the section would deprive the applicant of rights commonly enjoyed by other nearby properties with the same land use that would comply with the same provisions.

Strict interpretation of the Verde Enterprise Business Park PDD and the '96 UDC, and not permitting a sign that meets the current UDC, deprives the applicant of other rights applicants across the Verde Enterprise Business Park PDD have been granted.

Staff Recommendation:

The Verde Enterprise Business Park PDD and 1996 UDC requirements are restrictive, and historically, sign variances have been approved within the subject PDD if they meet the current sign code requirements. Staff recommends approval of the proposed sign waiver because the applicant is only proposing one wall sign that exceeds the letter height allowed and sign area within the PDD requirements and 1996 UDC requirements, but meets the current UDC requirements.

Planning Department Recommendation	
X	Approve as submitted
	Approve with conditions*
	Denial

* While the Commission can impose conditions; conditions should only be imposed to meet requirements of the UDC.

COMMISSIONERS CRITERIA FOR CONSIDERATION:

Unified Development Code Sec. 21.11.15 - Waivers

A. The Planning and Zoning Commission may authorize waivers from the provisions of this Article when, in its opinion, undue hardship will result from requiring strict compliance. In granting a waiver, the Planning and Zoning Commission shall prescribe only conditions that it deems necessary or desirable to the public interest.

B. In making their findings, the Planning and Zoning Commission shall take into account the following:

1. The nature of the proposed use of the land involved.
2. The location of the property in relation to roadway classification.
3. The existing uses of land in the vicinity.

C. Waivers shall not be granted unless the Planning and Zoning Commission finds:

1. That the granting of the waiver will not be detrimental to the public health, safety, or welfare, or injurious to other property in the area; and
2. Strict interpretation of the provisions of the section would deprive the applicant of rights commonly enjoyed by other nearby properties with the same land use that would comply with the same provisions.

Attachments

07-S-14A Verde Enterprise Business Park PDD

2006-S-29 Sign Ordinance From 1996 UDC

Applicant Letter of Intent

Applicant Variance Justification Form

Proposed Wall Sign Exhibit

ORDINANCE NO. 07-S-14 A

AN ORDINANCE

**BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS
AMENDING THE UNIFIED DEVELOPMENT CODE (UDC)
ORDINANCE 96-S-28 BY REZONING 127.25±, 68.21±, AND 14.25±
ACRES OUT OF THE TORRIBIA HERRERA SURVEY NO. 68,
ABSTRACT NO. 153, IN GUADALUPE COUNTY AND COMAL,
SCHERTZ, TEXAS FROM MANUFACTURE DISTRICT-LIGHT (M-
1) AND GENERAL BUSINESS DISTRICT (GB) TO PLANNED UNIT
DEVELOPMENT DISTRICT (PUD); PROVIDING AN EFFECTIVE
DATE; AND PROVIDING A REPEALING CLAUSE.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS:

THAT, UDC Ordinance No. 96-S-28 of the City of Schertz, Texas is hereby amended in the following manner.

SECTION I

“Rezoning 127.25±, 68.21±, and 14.25± acres being situated out of the Torribia Herrera Survey No.68, Abstract No. 153, Guadalupe and Comal County, Schertz Texas, being more particularly described in the Field Notes and Map, as attached hereto as Exhibit A, and made a part hereof, from Manufacturing District-Light (M-1)and General Business District (GB) to Planned Unit Development District (PUD), according to the guidelines set forth in Exhibit “B”.

SECTION II

THAT, The Zoning District Map described and referred to in Article III, of the UDC, Ordinance 96-S-28 shall be changed to reflect the above amendments.

SECTION III

THAT this Ordinance shall be effective from and after its final passage and any publication required by the City of Schertz.

SECTION IV

THAT all ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

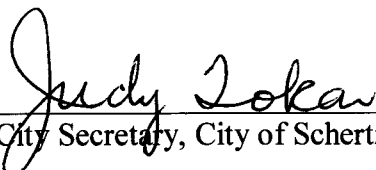
Approved on first reading the 20th day of February, 2007.

PASSED, APPROVED AND ADOPTED the 6th day of March, 2007.



Mayor, City of Schertz, Texas

ATTEST:



City Secretary, City of Schertz, Texas

(SEAL OF THE CITY)

EXHIBIT A

METES AND BOUNDS DESCRIPTION FOR A 127.252 ACRE TRACT OF LAND

Being 127.252 acres of land out of the Torribia Herrera Survey No. 68, Abstract No. 153, Guadalupe and Comal County, Texas, and being out of that certain 234.13 acre tract of land as described in deed recorded in Volume 768, Page 800 and Volume 768, Page 812 of the Official Records of Comal County, Texas, and said 127.252 acre tract of land being more particularly described as follows:

Beginning at a 1/4" iron pin found for the most Westerly corner of Lot 8, Tri-County Business & Industrial Park Unit 2 as recorded in Volume 8, Page 121-124 of the Map and Plat Records of Comal County, Texas;

Thence with the Southwest lines of said Tri-County Business & Industrial Park Unit 2, Gemine Parts Subdivision as recorded in Volume 5, Page 396B, and Lot 11, Lot 10, and Lot 9 of Tri-County Industrial Park Unit 1, S 30° 03' 50" E a distance of 3656.22 feet to a 1/4" iron pin found in the Northwest right-of-way line of Interstate Highway No. 35

Thence with the Northwest right-of-way line of Interstate Highway 35, S 60° 00' 10" W, a distance of 859.17 feet to a 1/4" iron pin with cap stamped "FISHER" found for the Easterly corner of a 8.050 acre tract of land as described in Volume 1484, Page 902 of the Deed Records of Guadalupe County, Texas;

Thence with the Northeast lines of said 8.050 acre tract of land N 29° 56' 45" W a distance of 281.95 feet to a 1/4" iron pin with cap stamped "FISHER" found for the Easterly corner of Beacon Circle Subdivision Unit 1, said Beacon Circle Unit 1 being a portion of said 8.050 acre tract of land;

Thence continuing with a Northeast line, N 30° 01' 22" W a distance of 543.98 feet to a 5/8" iron pin found for an interior corner of this herein described tract of land, the most Northerly corner of said 8.050 acre tract of land;

Thence S 62° 14' 03" W a distance of 386.17 feet to a 5/8" iron pin found for a corner of said 8.050 acre tract of land;

Thence S 30° 54' 31" E a distance of 294.17 feet to a 1/4" iron pin with orange cap stamped "C & B PROP COR." set for an interior corner of this herein described tract of land, a northerly corner of a 0.775 acre tract of land as described in Volume 1279, Page 483 of the Deed Records of Guadalupe County, Texas;

Thence with the North and West boundary lines of said 0.775 acre tract of land the following calls:

S 59° 16' 06" W a distance of 60.00 feet to a 1/4" iron pin with orange cap stamped "C & B PROP COR." set at a point of curvature of a non tangent curve to the right,

Thence with said non tangent curve to the right having a radius of 172.39 feet, an interior angle of 33° 01' 36", an arc length of 99.37 feet, and a chord bearing and distance of S 14° 13' 09" E 98.00 feet to a 1/4" iron pin with orange cap stamped "C & B PROP COR." set;

Thence S 02° 24' 01" W a distance of 30.32 feet to a 1/4" iron pin with orange cap stamped "C & B PROP COR." set at a point of curvature of a curve to the left;

EXHIBIT A (page 2)

Thence with said curve to the left having a radius of 232.39 feet, an interior angle of $32^{\circ} 59' 25''$, an arc length of 133.81 feet, and a chord bearing and distance of $S 14^{\circ} 14' 12'' E 131.97$ feet to a $\frac{1}{2}$ " iron pin with orange cap stamped "C & B PROP COR." set;

and $S 30^{\circ} 43' 54'' E$ a distance of 299.34 feet to a $\frac{1}{2}$ " iron pin with orange cap stamped "C & B PROP COR." set in the Northwest right-of-way line of said Interstate Highway No. 35;

Thence with said Northwest right-of-way line of IH 35, $S 60^{\circ} 00' 15'' W$ a distance of 113.55 feet to a $\frac{1}{2}$ " iron pin with cap stamped "FISHER" found for the most Southerly corner of this herein described 127.252 acre tract of land, the Easterly corner of a tract of land as recorded in Volume 584 Page 590 of the Deed Records of Guadalupe County, Texas;

Thence with the Southwesterly lines of this herein described tract of land, the following calls:

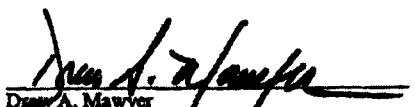
$N 30^{\circ} 06' 55'' W$ a distance of 1012.05 feet to an iron pin with cap stamped "FISHER" found for an interior corner of this herein described tract of land;
and $S 60^{\circ} 04' 32'' W$ a distance of 181.37 feet to an iron pin with cap stamped "FISHER" found in the East line of a 39.472 acre tract of land;

Thence $N 30^{\circ} 05' 15'' W$, passing an Easterly corner of a 27.741 acre tract of land at 768.09 feet, the Northerly corner of said 27.741 acre tract, the Easterly corner of a 14.232 acre tract of land at 1944.29 feet, and continuing a total distance of 2644.29 feet to a $\frac{1}{2}$ " iron pin found for the Northern corner of said 14.232 acre tract of land, the Westerly corner of this herein described 127.252 acre tract of land, and being in the Southeasterly line of a 38.753 acre tract of land called a Save and Except tract as described in deed and recorded in Volume 768, Page 800 and Volume 768, Page 812 of the Official Records of Comal County, Texas;

Thence departing said Westerly corner and across said 234.173 acre tract of land, $N 60^{\circ} 00' 57'' E$ a distance of 1672.17 feet to the Place Of Beginning and containing 127.252 acres of land.

Survey drawing prepared this day

January 26, 2005


Drew A. Mawyer
Registered Professional Land Surveyor No. 5348

S:\107264 012-Schwarz-Tri-County, Inc. PL\survey\54.519 ac_MAB.doc

Revised 5/11/2005



EXHIBIT A (page 3)

METES AND BOUNDS DESCRIPTION FOR A 68.207 ACRE TRACT OF LAND

Being 68.207 acres of land out of the Torribia Herrera Survey No. 68, Abstract No. 153, Comal County, Texas, and being those certain tracts described as a 27.741 acres in Volume 2078, Page 983 of the Deed Records of Guadalupe County, Texas, and the remainder of an 87.58 acre tract of land as recorded on Volume 60, Page 546 of the Deed Records of Comal County, Texas, and said 68.207 acre tract of land being more particularly described as follows:

Beginning at a Texas Department of Transportation Type II monument found at the Northerly cutback of Interstate Highway 35 and Lookout Road, and being a Southerly corner of this herein described 68.207 acre tract of land;

Thence with the Northeasterly line of Lookout Road, N 30° 10' 34" W, passing a ½" iron pin with red cap stamped "VICKERY" found for the Southerly corner of a called 27.741 acre tract of land at 1730.29 feet, and continuing a total distance of 2996.54 feet to a ½" iron pin with yellow cap stamped "KOLODZIE" found for the Southerly corner of a called 14.100 acres in Volume 443, page 446 of the Deed Records of Guadalupe County, Texas and Volume 188, Page 886 of the Official Records of Comal County, Texas, and being the most Westerly corner of this herein described 68.207 acre tract of land;

Thence departing said Lookout Road and with the Southeasterly line of said 14.100 acre tract of land, N 65° 14' 52" E a distance of 996.34 feet to a ½" iron pin with yellow cap stamped "KOLODZIE" found in the Southwesterly line of a 234.13 acre tract of land as described in deed recorded in Volume 768, Page 800 and Volume 768, Page 812 of the Official Records of Comal County, Texas, and being the Easterly corner of said 14.100 acres, the most Northerly corner of this herein described 68.207 acre tract of land;

Thence with the Southwesterly line of said 234.13 acres, S 30° 05' 15" E, passing a ½" iron pin with red cap stamped "FISHER" found for the most Easterly corner of said 27.741 acre tract of land, and continuing a total distance of 2974.83 feet to a ½" iron pin with orange cap stamped "C & B PROP COR." set in the Northwesterly right-of-way line of Interstate Highway 35;

Thence with said Northwesterly right-of-way line of Interstate Highway 35, the following calls:

S 65° 16' 27" W a distance of 206.69 feet to a 1" square iron pin found for a corner;

S 59° 55' 20" W a distance of 319.15 feet to a ½" iron pin with red cap stamped "VICKERY" found for a corner;

S 60° 04' 50" W a distance of 412.39 feet to a Texas Department of Transportation Type II monument found at a cutback to Lookout Road;

and N 74° 55' 25" W a distance of 71.02 feet to the Place Of Beginning and containing 68.207 acres of land.

EXHIBIT A (page 4)

METES AND BOUNDS DESCRIPTION FOR A 14.254 ACRE TRACT OF LAND

Being 14.254 acres of land out of the Torribia Herrera Survey No. 68, Abstract No. 153, Comal County, Texas, and being that certain tract described as 14.100 acres in Volume 443, page 446 of the Deed Records of Guadalupe County, Texas and Volume 188, Page 686 of the Official Records of Comal County, Texas, and said 14.254 acre tract of land being more particularly described as follows:

Beginning at a $\frac{1}{2}$ " Iron pin found for the most Westerly corner of a 234.13 acre tract of land as described in deed recorded in Volume 768, Page 800 and Volume 768, Page 812 of the Official Records of Comal County, Texas, and being in the Southeasterly line of a 38.753 acre tract of land called a Save and Except tract as described in deed and recorded in Volume 768, Page 800 and Volume 768, Page 812 of the Official Records of Comal County, Texas, and being the most northerly corner of this herein described 14.254 acre tract of land;

Thence with the Southwesterly line of said 234.13 acre tract, S 30° 05' 15" E a distance of 671.22 feet to a $\frac{1}{2}$ " Iron pin with yellow cap stamped "KOLODZIE" found for the most Northerly corner of a called 27.741 acre tract of land as recorded in Volume 2078, Page 983 of the Deed Records of Guadalupe County, Texas, and being the most Easterly corner of this herein described 14.254 acre tract of land;

Thence departing the Southeasterly line of said 234.13 acre tract of land, the Northerly corner of said 27.741 acre tract of land, S 65° 14' 52" W, a distance of 996.34 feet to a $\frac{1}{2}$ " Iron pin with yellow cap stamped "KOLODZIE" found for the most Westerly corner of said 27.741 acre tract of land, the Northeast line of Lookout Road, and being the most Southerly corner of this herein described 14.254 acre tract of land;

Thence departing the Westerly corner of said 27.741 acre tract of land, and with the Northeast line of Lookout Road, N 30° 10' 34" W, a distance of 580.12 feet to a $\frac{1}{2}$ " Iron pin found for a Southerly corner of said 38.753 acre tract of land, and being the most Westerly corner of this herein described 14.254 acre tract of land;

Thence with the common line of said 38.753 acre tract of land, and this herein described 14.254 acre tract of land, N 60° 00' 07" E a distance of 992.92 feet to the Place Of Beginning and containing 14.254 acres of land.

February 8, 2007 Update

Enterprise Business Park PUD Standards

I. DEFINITIONS

A. Commercial Area

That certain area designated as "Commercial Area" on Schedule 1 attached hereto and made a part hereof for all purposes.

B. Façade

Any exterior wall of a building exposed to public view [7.9C (a)].

C. General Open Space

An outdoor or unenclosed area located on the ground or on a roof, balcony, deck, porch or terrace, designed and accessible for outdoor recreation, pedestrian access or landscaping, excluding parking facilities and driveways [7.6A(a)].

D. Gross Floor Area (GFA)

The total area of the covered floor space measured between the center line of party walls, including the thickness of external walls, but excluding voids.

E. Industrial Area

That certain area designated as "Industrial Area" on Schedule 1.

F. Major Electric/Telephone/Transmission Lines

Any electric/telephone/transmission or other service line not having a direct building service/feed and which runs from metal poles [7.6C(i)].

G. Permitted Uses

All uses permitted by right within an "M-1" (Manufacture District – Light) zoning district under the Unified Development Code (Article IV, Section 5), and all uses permitted by right within a "GB" (General Business District) zoning district under the UDC (Article IV, Section 5), unless otherwise listed below under "Prohibited Uses".

H. Prohibited Uses

The following uses shall be prohibited on the property:

1. Animal control facility;
2. Flea market;
3. Portable building sales;
4. Recreational vehicle sales and service;
5. Sexually Oriented Business;
6. Trailer/Manufactured homes sales;
7. Truck sales/heavy equipment;

8. Waste disposal facility (public);
9. Wrecking or salvage yard; and
10. Any use that emits noxious or hazardous odors.

I. Significant Natural Features

Unique natural features, the destruction of which would constitute a significant loss for a larger community (local, state, national or global), including, but not limited to, wetlands, creeks or rivers or karst formations (limestone caves) [7.6A(b)].

J. Tractor-Trailer An articulated truck consisting of a towing engine and a semi-trailer (plus possible additional trailers) that carries freight.

K. Typical Utility Mains/Service Lines

Water mains, sanitary sewer mains, electrical lines, telephone lines, cable television lines, fiber optic lines or similar lines, and storm drain pipes/box culverts other than Major Electric/Telephone/Transmission Lines [7.6C(i)].

L. UDC

The City of Schertz Unified Development Code, which is Ordinance No. 96-S-28.

Note: Any corresponding existing UDC provision, proposed for amendment or requiring additional specificity in the form of new definitions below, is referenced in brackets.

II. GENERAL DEVELOPMENT STANDARDS

Except as noted herein, the terms of the City of Schertz Planned Unit Development (PUD) Ordinance 05-S-50, which is Section 7 of the UDC, shall apply. Unless otherwise specified herein, all future development on the Property shall be governed by the terms of the UDC in effect of the effective date of this zoning ordinance.

III. AMENDMENTS TO GENERAL DEVELOPMENT STANDARDS

A. General Open Space Provisions

1. General Open Space shall not be required to exceed landscaped areas (excluding medians) and drainage channels [7.6A(a)].
2. The Property has no significant natural features to preserve [7.6A(b)].
3. All six (6) inch DBH (Diameter at Breast Height) hardwood trees shall be preserved or mitigated and

inventoried, except for those located within a proposed building footprint [7.6A(e)].

4. All medians and drainage channels shall be maintained as common areas by business park management [7.6B(b)].

B. Screening and Buffering

Screening and buffering may be accomplished via landscaping, trees (including existing trees), fences, walls, or any combination thereof. Fences and walls may be at heights desired by Developer, but with a minimum height of six (6) feet [7.6C (e)].

C. Interconnectivity

Vehicular interconnectivity shall be provided for all contiguous buildings in the Commercial Area along the IH-35 frontage road [7.6C(f)].

D. Screening of Trash Enclosures

All trash enclosures shall be screened from view utilizing landscaping, trees, fences, walls, or any combination thereof, and shall have a minimum height of six (6) feet [7.6C(g)].

E. Utilities

Typical Utility Mains/Service Lines shall be buried, except for Major Electric/Telephone/Transmission Lines [7.6C(i)].

F. Stormwater

The project shall demonstrate that, as compared with the condition that would have existed on the Property without development, no phase of the PUD shall result in a net loss in storage capacity for stormwater. The project must comply with Federal Emergency Management Administration (FEMA) requirements, including the Code of Federal Regulations (CFR) 44 [7.6C(j)].

IV. AMENDMENTS TO COMMERCIAL AREA DEVELOPMENT STANDARDS

A. Building Height

Commercial building height shall be limited to a maximum of sixty (60) feet [7.9A(a)].

B. Parking

One hundred percent (100 %) of parking spaces shall abut either a landscaped separation or a sidewalk, except for service parking areas behind the buildings [7.9A(g)].

C. Commercial Architectural and Site Design

1. Every one hundred (100) feet of building length shall incorporate a minimum of one (1) architectural element, such as an arcade, roof, alcove, portico or awning [7.9C(a)].
2. The primary orientation of the commercial/retail buildings shall be toward a street, excepting any office pad sites within the Commercial Area. For the purposes of this requirement, a building shall be deemed oriented toward a street if the major entry feature of the building generally faces the street. [7.9C(d)].
3. Loading docks shall be located at the rear of commercial/retail buildings [7.9C(f)].
4. Windows shall be inset a minimum of three (3) inches [7.9C(h) & 7.9C(i)].

V. AMENDMENTS TO INDUSTRIAL AREA DEVELOPMENT STANDARDS

A. Building Height

Industrial building height shall be limited to a maximum of forty-five (45) feet [7.10B(a)].

B. Screening

1. Service or storage yards shall be screened with a minimum height of six (6) feet, but they may be located other than at the rear of the building [7.10B(c)(3)].
2. Loading docks shall be screened with landscaping, trees, fences, or walls, or any combination thereof, and at a minimum height of six (6) feet [7.10B(d)].

C. Industrial Architectural and Site Design

1. Awnings will be incorporated into the building designs where commercially reasonable [7.10D(a) & 7.10D(b)].
2. Parking shall be permitted in the front of buildings [7.10D(g)].

VI. AMENDMENTS TO SIGN STANDARDS

A. Permitting [Article IX, 5.1]

1. Commercial Area
Permitting from the City of Schertz is required initially for each sign in the Commercial Area. However, no permits are required to relocate "For Sale" or "For Lease" signs in the Commercial Area.

2. Industrial Area

Permitting is not required for the installation of “For Sale” or “For Lease” signs in the Industrial Area.

B. Number of Signs (General Provisions)

Except as noted herein, all businesses/tenants shall be permitted two (2) exterior on-premise signs: one (1) wall sign and one (1) free-standing sign. Additionally, if the façade length of a building exceeds five hundred (500) feet, two (2) monument signs shall be permitted at a distance of at least four hundred (400) feet from each other [Article IX, 7.3].

C. Maximum Height (Monument Signs)

Project identification monument signs along Interstate 35 shall not exceed a maximum of nine (9) feet in height. Monument signs within the Commercial Area shall not exceed five (5) feet six (6) inches in height. Monument signs in the Industrial Area shall not exceed twelve (12) feet, four (4) inches in height [Article IX, 7.5C].

D. Maximum Square Footage (Monument Signs)

Monument signs along Interstate 35 shall not exceed two hundred fifty (250) total square feet per sign side. Other monument signs (i.e., not located along IH-35) shall not exceed one hundred eighty (180) total square feet per sign side [Article IX, 7.5D].

E. Number of Signs (Industrial Area Monument Signs)

One (1) monument sign shall be permitted for each building in the Industrial Area; provided, however, if the façade length of a building exceeds five hundred (500) feet, two (2) monument signs shall be permitted at a distance of at least four hundred (400) feet from each other [Article IX, 7.5E].

F. For Sale or Lease Signs (Real Estate Signs)

There shall be a maximum of one (1) “For Sale” or “For Lease” sign for each building façade fronting a public or private street or private driveway, unless the building façade length exceeds five hundred (500) feet, in which case two (2) “For Sale” or “For Lease” signs shall be permitted, but no closer than within four hundred (400) feet of each other [Article IX, 7.13(3)].

G. Number of Signs (Multi-Tenant)

In addition to the signs otherwise permitted herein, multi-tenant buildings shall be permitted to have a directory sign at each intersection of a public or private street or private driveway [Article IX, 8.9B(1)].

H. Maximum Square Footage (Multi-Tenant)

Tenant signs grouped in a directory arrangement shall not exceed twenty four (24) square feet for each tenant sign [Article IX, 8.9B(2)].

VII. PARKING [Article X, 7.2]

The following parking ratios shall be:

1. Commercial
Office: 3 spaces/1000 sf GFA; and
Retail: 4 spaces/1000 sf GFA;
2. Warehouse Buildings under 150,000 sf
Office: 3 spaces/1000 sf GFA; and
Warehouse: 1 space/5000 sf GFA;
3. Warehouse Buildings over 150,000 sf
Office: 3 spaces/1000 sf GFA; and
Warehouse: 1 space /10000 sf GFA; and
4. Excess Tractor-Trailer Parking Ratios
Buildings containing 300,000 square feet of GFA or more shall have a staging area requirement of one (1) trailer per five (5) dock doors, with staging allowed against any buildings that have no dock doors.

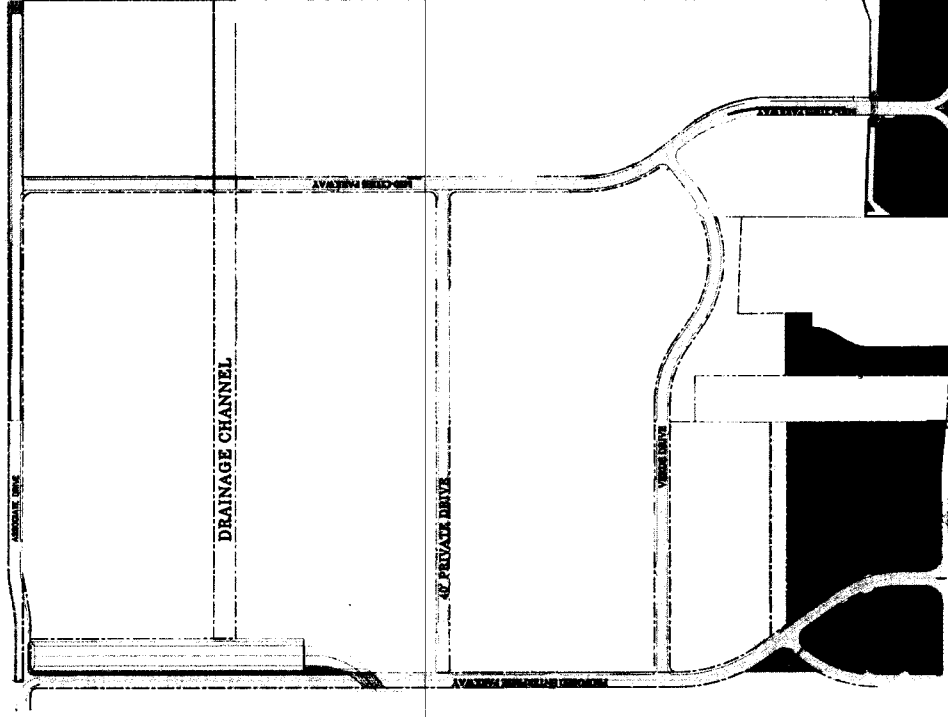
VIII. PARKING LIGHTING [Article X, 9.3]

1. Commercial Area
In the Commercial Area, lighting shall be shielded to reduce lighting of adjacent properties.
2. Industrial Area
In the Industrial Area, lighting shall be appropriate to provide adequate security for the area.

SCHEDULE 1

INDUSTRIAL
AREA

COMMERCIAL
AREA

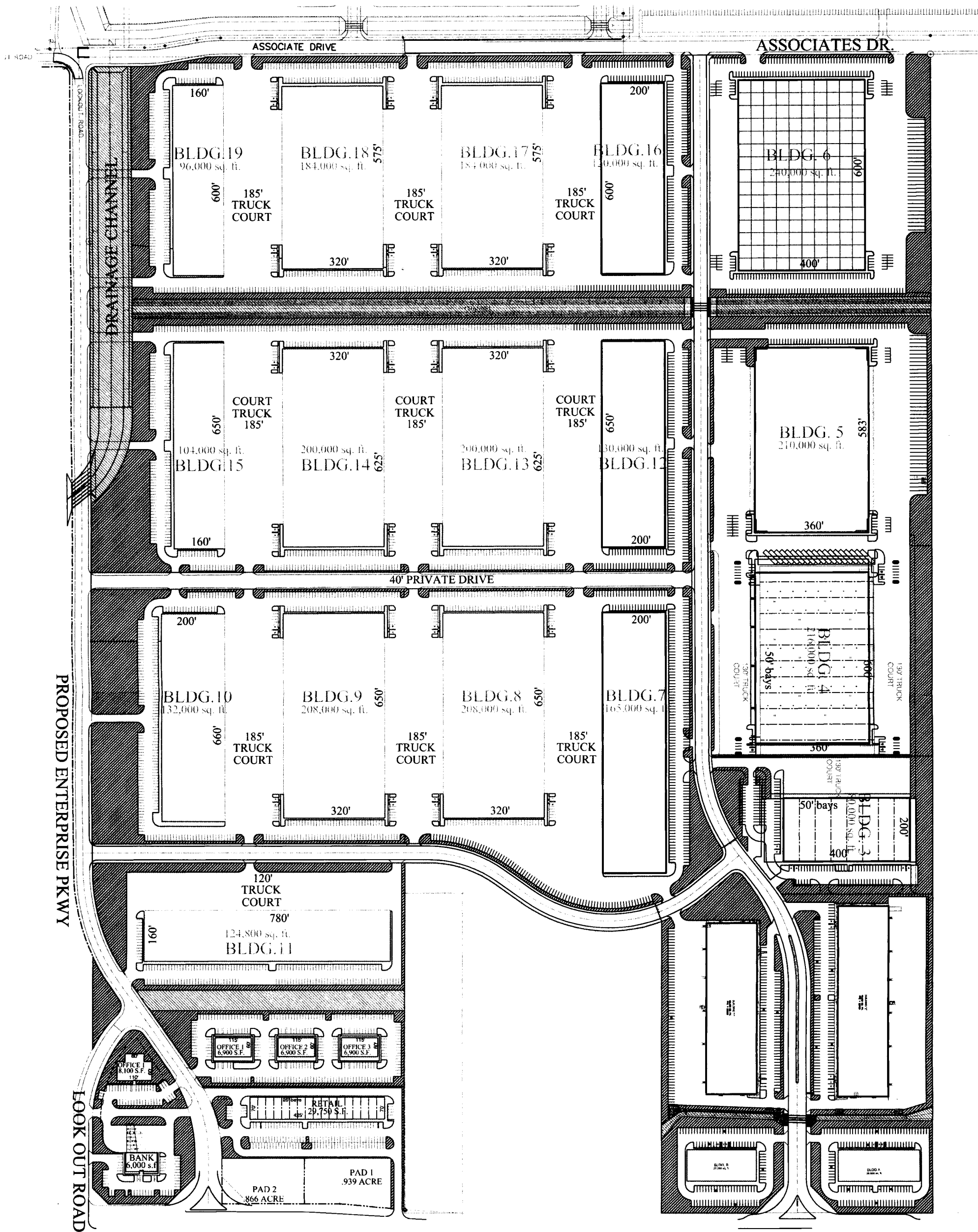


MASTER PLAN VERDE ENTERPRISE BUSINESS PARK SCHERTZ, TEXAS



SITEPLAN
SCALE: 1"=20'
1/12/2007

S&B ASSOCIATES, INC. ARCHITECTS ENGINEERS LANDSCAPE ARCHITECTS INTERIOR DESIGN LANDSCAPE ARCHITECTS
10120 VERDE DRIVE, SUITE 100, SCHERTZ, TEXAS 75081-1000
PHONE: 214-733-3333 FAX: 214-733-3333



INTERSTATE HIGHWAY 35

EXHIBIT "D"
LANDSCAPE GENERAL OPEN SPACE PLAN



NOT TO SCALE

PROJECT NUMBER: 1020 NE LOOP 410, SUITE 700
DRAWN BY: AC/CR
CHECKED BY: DA/CR
APPROVED BY: 11/20/08

VERDE ENTERPRISE
BUSINESS PARK
MID-CITIES 36 PARTNERS, LTD.
1020 NE LOOP 410, SUITE 700
SAN ANTONIO, TX 78209

VERDE ENTERPRISE
BUSINESS PARK
EXHIBIT 'E'
P.U.D. UTILITY LAYOUT

This document is
prepared for the purpose
of information only and
is not to be used for
construction, building or
permit purposes.

Consultants in Engineering, Architecture,
Construction Management and Related Services
Carter & Burgess, Inc.
6000 West Loop West, Suite 200
P.O. Box 10000
Houston, Texas 77240
Tel: (713) 441-0000
Fax: (713) 441-0001

PROPERTY LINE	---
PROPOSED SANITARY SEWER & MANHOLE	—●—
EXISTING MANHOLE	○
PROPOSED WATER SERVICE LINE	—●—
EXISTING WATER SERVICE LINE	—●—
PROPOSED FIRE HYDRANT	—●—
EXISTING FIRE HYDRANT	—●—
PROPOSED GAS LINE	—●—

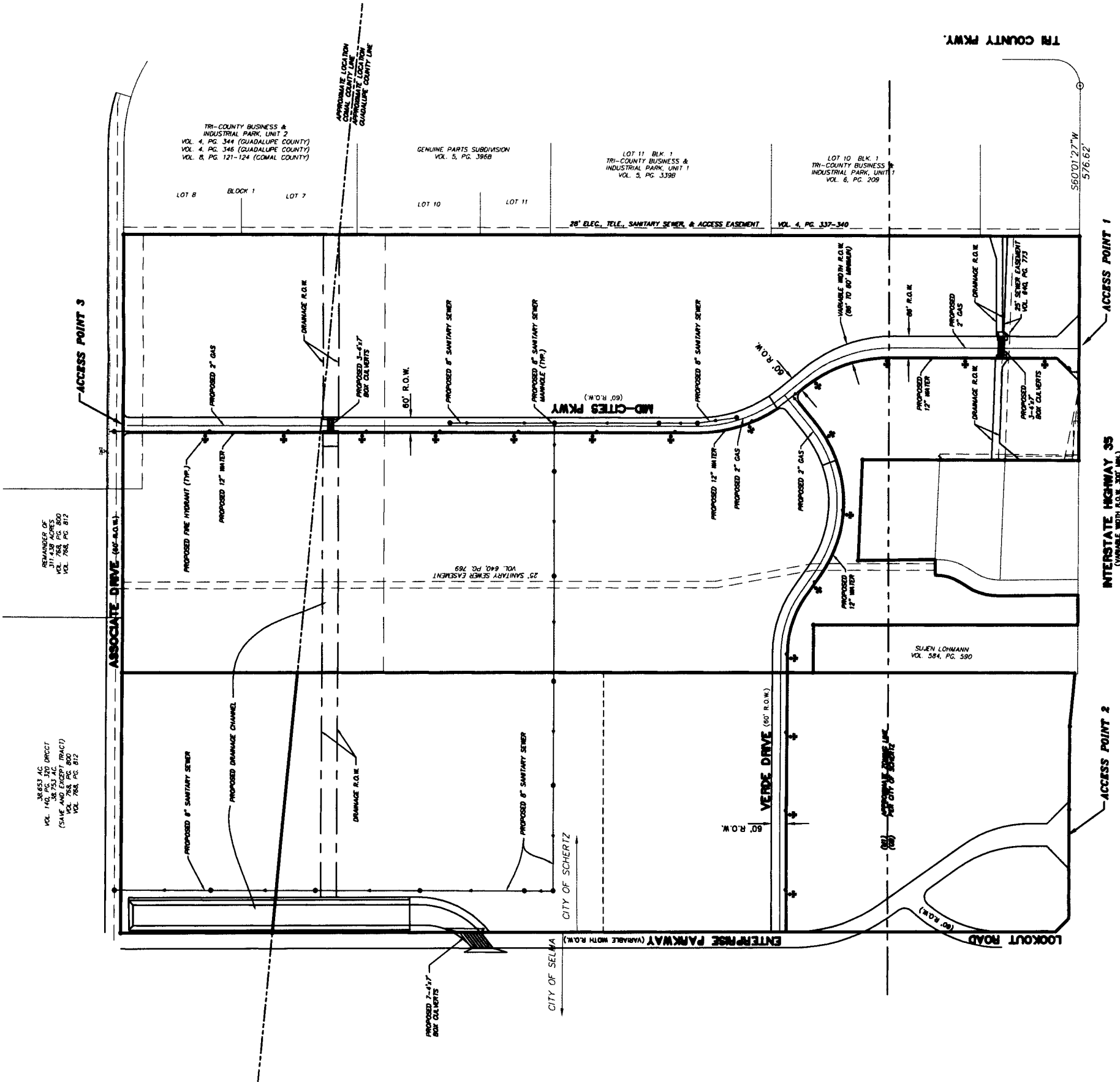
SCALE:
HORIZ. 1"=200'

NOTES:
1) THE THOROUGHFARE ALIGNMENTS SHOWN ON THIS EXHIBIT ARE FOR
THE PROPOSED THOROUGHFARE ALIGNMENTS. THE ALIGNMENT IS
DETERMINED AT THE TIME OF FINAL PLAT.
2) APPROVED ACCESS POINTS AND RIGHT-OF-WAY WIDTHS ARE SHOWN
FOR THE PROPOSED THOROUGHFARE.

VERDE ENTERPRISE, L.P., L.L.C.
A TEXAS LIMITED LIABILITY COMPANY, ITS GENERAL PARTNER
MID-CITIES 36 PARTNERS, LTD.
1020 NE LOOP 410, SUITE 700
SAN ANTONIO, TEXAS 78209
PHONE: (214) 841-0000

VERDE ENTERPRISE, L.P., L.L.C.
A TEXAS LIMITED LIABILITY COMPANY, ITS GENERAL PARTNER
MID-CITIES 36 PARTNERS, LTD.
1020 NE LOOP 410, SUITE 700
SAN ANTONIO, TEXAS 78209
PHONE: (214) 841-0000

CARTER & BURGESS, INC.
A TEXAS LIMITED LIABILITY COMPANY, ITS GENERAL PARTNER
CARTER & BURGESS, INC.
6000 WEST LOOP WEST, SUITE 200
HOUSTON, TEXAS 77057
TEL: (713) 441-0000
FAX: (713) 441-0001



Affidavit of Publisher

PUBLIC NOTICE

ORDINANCE NO. 07-14-14

An ordinance by the City Council of the City of Schertz, Texas amending the Unified Development Code (UDC) Ordinance 96-S-28 by rezoning 127.25, 68.21±, and 14.25± acres out of the Torribia Herrera Survey No. 68, Abstract No. 153, Guadalupe and Comal County, Texas from Manufacture District-Light (M-1) and General Business (GB) to Planned Unit Development District (PUD); providing an effective date; and providing a repealing clause.

Approved on first reading this the 20th day of February 2007.

PASSED, APPROVED, AND ADOPTED on this the 6th day of March 2007.

/s/HAL BALDWIN
Mayor

Attest: Judy Tokar
City Secretary
3/19

STATE OF TEXAS

COUNTY OF BEXAR

City of Schertz

Before me, the undersigned authority, on this day personally appeared Helen I. Luttrell, known to me by me duly sworn, says on oath that she is Publisher of the Commercial Recorder, a newspaper of general circulation in the City of San Antonio, in the State and County aforesaid, and that Ordinance 07-14-14 here to attached has been published in every issue of said newspaper on the following days, to wit:

03/19/2007.

Helen I. Luttrell

Sworn to and subscribed before me this 19th day of March, 2007.

Martha L. Machuca



ORDINANCE NO. 06-S-29

AN ORDINANCE

**BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS;
AMENDING THE UNIFIED DEVELOPMENT CODE (UDC)
ORDINANCE NO. 96-S-28 BY REPEALING ORDINANCE NO. 02-S-2,
ARTICLE IX, SIGN STANDARDS, AND CREATING A NEW
ORDINANCE REPLACING ARTICLE IX, SIGN STANDARDS;
ESTABLISHING A PENALTY; REPEALING CONFLICTING
ORDINANCES; AND ESTABLISHING AN EFFECTIVE DATE.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS:

SECTION I

“THAT, UDC Ordinance No. 96-S-28 of the City of Schertz, Texas is hereby repealing Ordinance No. 02-S-2, Article IX, Signs Standards, of the Unified Development Code and replacing Article IX, Sign Standards, as attached hereto as Exhibit A.”

SECTION II

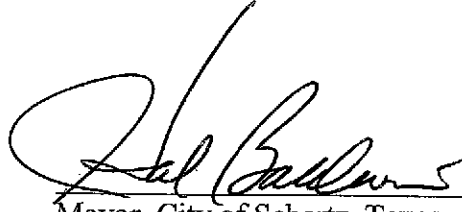
THAT this Ordinance shall be effective from and after its final passage and any publication required by the City of Schertz.

SECTION III

THAT all ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

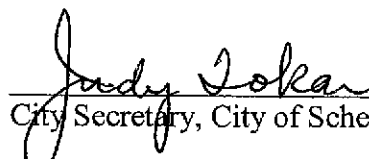
Approved on first reading the 13th day of JUNE, 2006.

PASSED, APPROVED AND ADOPTED the 20th day of JUNE, 2006.



Mayor, City of Schertz, Texas

ATTEST:



City Secretary, City of Schertz, Texas
(SEAL OF THE CITY)

EXHBIT “A”

ARTICLE IX- SIGNS	PAGE
SECTION 1 Purpose	2
SECTION 2 Definitions	2
SECTION 3 Applicability	5
SECTION 4 Administrative	5
SECTION 5 General Requirements	6
SECTION 6 Removal of Signs	9
SECTION 7 General Sign Provisions	10
SECTION 8 Non-Conforming Signs	16
SECTION 9 Licenses	17
SECTION 10 Violations	20

ARTICLE IX-SIGN STANDARDS

SECTION - 1 PURPOSE

IX.1.1 The City recognizes the safety, commercial, emergency, and informational needs for signs. This Article has been adopted to protect the health, safety, and welfare of the citizens by regulating the location, construction, duration, size, height, installation, and maintenance of all signs within the jurisdiction of the City, including its ETJ. Additionally, this Article is intended to enhance property values, maintain aesthetic attractiveness, and promote commercial opportunity in the City, and to support and further the objectives of the City's Comprehensive Land Plan.

SECTION - 2 DEFINITIONS

Abandoned or Obsolete Sign: A sign that no longer serves to direct attention to a business product, service, or activity, which is no longer conducted upon the premises.

Advertising: To convey information, to seek the attraction of or to direct the attention of the public to any location, event, person, activity, goods, service or merchandise.

Balloon Sign: Inflatable and other gas filled advertisement devices.

Bandit Sign: Any temporary ground sign announcing a subdivision or new development.

Bench Sign: A sign painted on or affixed to a bench normally used for outdoor seating.

Billboard: A structure primarily erected to display an off-premise sign.

Board of Adjustment: The Commission established by City Council under the City Charter and the Texas Local Government Code that reviews and acts upon variance requests.

Builder Directional or Development Sign: Any temporary realty sign that announces a new subdivision or model home.

Building Mounted Sign: A sign attached to, or supported by any part of the building that encloses or covers usable space and is related to the business within, including but not limited to wall signs, signage on awnings, canopies, or marquees, and projecting signs.

City Building Official: The individual appointed by the City Manager, or their designated representative charged with the enforcement of this Article.

Community Service Sign: Any sign that solicits support for or advertises a non-profit community use or activity, public use or activity, or social institution.

Damaged Sign:

- A. Any sign where any portion of the finished material, surface or message area of the sign is visibly faded, flaked, broken off, missing, cracked, splintered, defective or is otherwise deteriorated or in a state of disrepair so as not to substantially appear as it was intended or designed to appear when originally constructed; or

ARTICLE IX-SIGN STANDARDS

- B. Any sign whose elements or the structural support or frame members are visibly bent, broken, dented, torn, twisted, leaning or at angles other than those at which it was originally erected.

Directional Sign: Any sign designed to provide direction to pedestrian and/or vehicular traffic.

Electric Sign: Any sign containing or using electrical power.

Electronic Sign: A variable message sign that utilizes computer-generated messages or some other electronic means of changing copy. These signs include displays using incandescent lamps, LEDs, LCDs or a flipper matrix.

Flag: A piece of fabric or distinctive design that is used as a symbol or as a signaling device.

Freestanding Sign: A sign that is not attached to a building and which is self supporting.

Garage Sale Sign: (See Code of Ordinances Chapter 10).

Governmental Sign: Any sign indicating public facilities, work projects, services or other places, programs, or activities conducted by the federal, state or any local government.

Identification Sign: A sign whose purpose is to identify:

- A. *Street Address Sign/Markers:* Address signs are composed of a numeric address and street or complex name. Street markers are signs adjacent to streets required by local government.
- B. *On-Premise Business Signs:* Any sign which relates to the premises on which it is located, referring exclusively to the name, location, product, person, accommodation, service, or activity of those premises, or the sale, lease or construction of those premises.
- C. *Personal, or Professional Signs and Nameplates:* Any sign that lists exclusively a name or names (including family/farm name signs).

Illegal Sign: A sign erected without a required permit, without the property owner's permission, or any sign not meeting the requirements established in this Article.

Limited Access Highways: Interstate Highway 35 and Interstate Highway 10.

Multi-Tenant Sign: A sign that identifies the names and locations of tenants in a multi-tenant building or in a development made up of a group of buildings.

Monument, Low Profile or Berm Sign: A permanent freestanding ground sign.

Non-Conforming Sign: A sign that was legally installed or modified in accordance with local laws, ordinances and approvals in effect at the time of installation or last significant modification, but which does not comply to laws or ordinances enacted subsequent to that time.

Off-Premise Sign: Any sign that relates to products, services, or activities not located on or offered on the premises where the sign is located.

ARTICLE IX-SIGN STANDARDS

On-Premise Sign: Any sign relating to the premises on which it is located referring to names, locations, products, services or activities on or offered on such premises, or the sale, lease, or construction of such premises.

Pennant: Any long, narrow, usually triangular flag composed primarily of cloth, paper, fabric or other similar non-rigid material, which may be used to announce grand openings and/or special events.

Political Sign: Any sign announcing or promoting the candidacy of one or more persons for elective public office, concerning any political issue appearing, or which is to appear, on the ballot in any public election, or otherwise relating to issues of national, state, or local governmental affairs.

Portable or Mobile Sign: Any sign designed or constructed to be easily moved from one location to another or designed to be mounted upon a trailer, wheeled carrier, or other non-motorized mobile structure. A portable or mobile sign which has its wheels removed shall still be considered a portable or mobile sign under this Article.

Prohibited Sign: Any sign that does not meet the requirements established in this chapter Article.

Realty Sign: A sign pertaining to the sale or lease of the premises, or a portion of the premises, on which the sign is located.

Roof Sign: Any sign wholly erected on, affixed to or supported by a roof of a building.

Setback: The horizontal distance between a sign and the property line, as measured from the outer most part of the sign, including its extremities and supports, nearest to any point on an imaginary vertical plane projecting from the property line.

Shopping Center: Two (2) or more retail stores and/or service establishments, or one (1) or more retail stores and one (1) or more service establishments sharing customer parking area and entrance ways, regardless of whether said stores and/or establishments occupy the same or separate structures or are under separate ownership.

Sign: A name, identification, description, display, or illustration which is affixed directly or indirectly upon the exterior of a building or structure or upon a piece of land which directs attention to an object, person, product, place, activity, service institution, or business.

Sign Area: The area of any sign shall be the sum of the area enclosed by the minimum imaginary rectangles, triangles, or circles which fully contain all extremities of the sign, including the frame, all words, numbers, figures, devices, designs, or trademarks by which anything is made known, but excluding any supports. To compute the allowable square footage of sign area, only one (1) side of a double-face sign shall be considered.

Sign Height: The vertical distance between the highest part of a sign or its supporting structure, whichever is higher, and the average established ground level beneath the sign.

ARTICLE IX-SIGN STANDARDS

Subdivision or Neighborhood Sign: Any sign used to mark the entrance to a specific subdivision or neighborhood. Usually a low profile monument sign designed in such a way as to indicate the name of the specific community and placed at the main entry to such community.

Unlimited Access Highway: State Farm to Market Roads 78, 482, 1103, 1518, 2252, 3009 and Schertz Parkway.

Variance: Relief granted for an exceptional condition that poses a practical difficulty or particular hardship in such a way as to prevent an owner from displaying a sign as required by this Article. Such practical difficulty or hardship must be clearly exhibited and must be a result of an external influence and not be self-imposed.

Visibility Triangle: The triangular sight area from the corner of converging streets to a distance of twenty-five feet (25') along each street with the triangle completed by drawing a line through the property from both twenty-five foot (25') points on the converging streets.

Wall Sign: Any sign painted on, attached to or projected from the wall surface of a building (whether permanent or portable), including window signs and signs on awnings and/or marquees.

SECTION - 3 APPLICABILITY

IX.3.1 General Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable.

- A. *Other Laws:* The provisions of this Article shall not be deemed to nullify any other provisions of federal or state law.
- B. *Partial Invalidity:* In the event any part or provision of this Article is held to be illegal or void, this shall not have the effect of making void or illegal any of the other parts or provisions.
- C. *Existing Signs:* All signs legally in existence on the date of the adoption of this Article shall be permitted to continue without change.

SECTION - 4 ADMINISTRATION

IX.4.1 General: The Building Official is hereby authorized and directed to enforce the provisions of this Article and other laws and ordinances applicable thereto. The Building Official shall have the authority to render interpretations of this Article and other laws and ordinances applicable thereto, and to adopt policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be in compliance with the intent and purpose of this Article and shall not have the effect of waiving requirements specifically provided for herein.

IX.4.2 Applications: The Building Official shall receive applications, review plans and documentation and issue permits for the erection, installation, enlargement, alteration, and repair of all signs within the City of Schertz and its ETJ.

ARTICLE IX-SIGN STANDARDS

IX.4.3 Inspection: The Building Official or designated representative shall make all inspections necessary to ensure compliance with all state and local requirements governing signage.

IX.4.4 Notices and Orders: The Building Official shall issue all necessary citations, notices or orders to ensure compliance with this Article.

IX.4.5 Right of Entry: Where it is necessary to make an inspection to enforce the provisions of this Article, or where the Building Official has reasonable cause to believe that there exists in a structure or upon a premises a condition which is contrary to or in violation of this Article, the Building Official is authorized to enter premises at reasonable times to inspect or to perform the duties imposed by this Article, provided that if such premises are occupied that credentials be presented to the occupant and entry requested. If such premises are unoccupied, the Building Official shall first make a reasonable effort to locate the owner or other person having charge or control of the premises and request entry. If entry is refused, the Building Official shall have recourse to the remedies provided by law to secure entry.

IX.4.6 Department Records: The Building Official shall keep official records of applications received, permits issued, fees collected, reports of inspections, and citations, notices and orders issued. Such records shall be retained in the official records for the period required by the State of Texas for the retention of public records.

IX.4.7 Liability: The Building Official, members of the Board of Adjustment, or City employees charged with the enforcement of this Article, while acting for the City of Schertz in good faith and without malice in the discharge of the duties required by this Article or other pertinent laws or ordinances, shall not thereby be rendered liable personally and are hereby relieved of personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of this Article shall be defended by a legal representative of the City of Schertz until the final termination of the proceedings. The Building Official or any subordinate shall not be liable for cost in any action, suit, or proceeding that is instituted in pursuance of the provisions of this Article.

SECTION - 5 GENERAL REQUIREMENTS

IX.5.1 Permit Required: No person shall erect, alter or display any sign nor shall any person allow the erection, alteration, or display of any sign upon any property within the City of Schertz or its ETJ owned or controlled by them without first obtaining a sign permit to do so from the Building Official, except as hereinafter provided. No sign permit shall be released by the Building Official until after the building permit for the principal building on the site has been issued, except as hereinafter provided.

- A. *Electrical Permit:* No person shall install and connect electrical systems for a sign within the City of Schertz or its ETJ without first obtaining a electrical permit to do so from the Building Official, except as hereinafter provided. The Building Official shall issue no electrical permit for a sign until after the principal sign permit for such work has been issued.

ARTICLE IX-SIGN STANDARDS

B. *Work Exempt From a Permit:* Exemption from the permit requirements of this Article shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this Article or any other laws or ordinances of the City of Schertz.

1) *Governmental Sign - Any sign:*

- a. Erected or maintained pursuant to and in discharge of government functions;
- b. Required by law, ordinance or City regulation; or
- c. Located on property owned, leased or under the control of the federal or state government.

2) *Political Sign:* Any political sign that meets all applicable state requirements.

3) *Railway Sign:* Any sign within the railway right-of-way placed and maintained in reference to the operation of such railway.

4) *Utility Sign:* Any sign marking utility or underground communications or transmission lines.

5) *Vehicle Sign:* Any sign displayed or used upon motorized vehicles.

6) *Holiday Sign:* Any temporary sign containing only holiday messages and no commercial advertising.

7) *Plaques:* Any commemorative sign of a recognized historical society or organization.

8) *Private Traffic Control Sign:* Any on-premise sign that directs the movement of traffic on private property or warns of obstacles, overhead clearances, or controls parking, including, but not limited to, entrance and exits signs. The sign must be less than ten (10) square feet in effective area, less than six (6) feet in height, and be placed where it will not interfere with the safe movement of vehicles or pedestrians.

9) *Electrical Repairs and Maintenance:* An electrical permit shall not be required for minor repair work to any sign, including the replacement of lamps or the connection of approved portable electrical equipment to approve permanently installed receptacles.

IX.5.2 Application: The following information shall be required for each application for a permit:

A. Completed building permit application obtained from the Inspection Department.

B. A site plan which includes:

- 1) Location of all buildings, structures or tracts to which or upon which the sign is to be attached or erected.
- 2) Position of the sign in relation to rights-of-way, easements, buildings or structures and other existing signs.

ARTICLE IX-SIGN STANDARDS

- C. Plans that illustrate height, length, width and all other dimensions associated with the sign. Plans shall include all electrical elements of the sign.
- D. Letter or copy of a contract signed by the owner of the property stating that the applicant has permission to erect such sign.

IX.5.3 Fees: All fees for a sign permit shall be in accordance with the current fee schedule adopted by City Council.

- A. A permit shall not be valid until such fee has been paid. An amendment to a permit shall not be released until the additional fees, if any, have been paid.
- B. Where work for which a permit is required by this Article has been started prior to obtaining a permit, the fees established by City Council shall be doubled. Payment of such double fees shall not relieve any person(s) from any other penalties prescribed by this Article or any other law or ordinance applicable thereto.

IX.5.4 Action on Application: The Building Official shall examine or cause to be examined application for permits and amendments thereto within fifteen (15) business days after filing. If the application or the construction documents do not conform to the requirements of this Article and other pertinent laws or ordinances, the Building Official shall reject such application in writing, stating the reasons therefore. If the Building Official is satisfied that the proposed work conforms to the requirements of this Article and other laws and ordinances applicable thereto, the Building Official shall issue a permit therefore as soon as practicable.

IX.5.5 Time Limitation of Application: An application for a permit for any proposed work for which a permit has not been issued shall be deemed abandoned six (6) months after the date of filing. The Building Official may, in his discretion, grant one or more extensions for additional time not exceeding ninety (90) days each. The extension shall be requested in writing and justifiable cause demonstrated.

IX.5.6 Condition of Permit: A permit issued under this Article shall be construed to be a license to proceed with the work and not as authority to violate, cancel, alter, or set aside any of the provisions of this Article or other law or ordinances applicable thereto. Nor shall issuance of a permit prevent the Building Official from thereafter requiring correction of errors in plans, construction, or removing violations of this Article or other laws or ordinances applicable thereto. Every permit issued shall become invalid within six (6) months after its issuance if the work is not completed unless otherwise stated in this Article. One or more extensions of time, for periods not more than ninety (90) days each, may be allowed at the discretion of the Building Official. The extension shall be requested in writing before such permit has expired. Permits issued under this Article are non-transferable from one person to another.

IX.5.7 Suspension or Revocation: The Building Official is authorized to suspend or revoke a permit issued under this Article whenever the permit is issued in error or on the basis of incorrect, inaccurate or incomplete information, or in violation of this Article or any other laws or ordinances applicable thereto.

ARTICLE IX-SIGN STANDARDS

IX.5.8 Public Right-of-way, Alleys and Easements: A permit shall not be given by the Building Official for the placement of a sign that will encroach upon any public right-of-way, alley or utility or drainage easement.

IX.5.9 Placement of Permit: The permit or copy thereof shall be kept on the site until the work permitted is completed.

IX.5.10 Temporary Signs: The Building Official is authorized to issue a permit for temporary signs. Such permit shall be limited as to time of service, but shall not be permitted for more than forty-five (45) days, and shall not exceed four (4) permits per calendar year. The Building Official is authorized to grant extensions for demonstrated cause. Temporary signs shall conform to all the requirements of this Article and other applicable laws and ordinances. The Building Official is authorized to terminate any permit for a temporary sign, if the sign is determined abandoned or in violation of this Article or other applicable laws or ordinances.

IX.5.11 Appeal: An individual who has been denied permit or had a permit revoked may appeal in writing along with the established filing fee to the Board of Adjustment within ten (10) days after the date of denial or revocation.

SECTION - 6 REMOVAL OF SIGNS

IX.6.1 Maintenance of Signs: Every sign shall be maintained in good structural condition at all times. All signs shall be kept neatly painted including all metal parts and supports that are not galvanized or of rust resistant material. On undeveloped parcels of land, the area between any sign and the street or highway to which the sign is oriented and the area within twenty-five (25') feet of such sign must be kept free and clear of debris, trash, and weeds or other refuse.

IX.6.2 Damaged Signs: which are determined by the Inspection Department to be a public hazard or in a state of disrepair shall be repaired or removed within ten (10) days of written notification to the property owner by the Building Official.

IX.6.3 Abandoned Signs: Signs which are determined by the Inspection Department to be abandoned shall be removed or otherwise painted over and neutralized within thirty (30) days of written notification to the property owner by the Building Official.

IX.6.4 Extensions: The Building Official shall have the authority, but not the obligation, to grant extensions as necessary to resolve a damaged or abandoned sign. The extension shall be requested in writing and justifiable cause demonstrated.

IX.6.5 Signs in Right-of-way and/or Public Property: Any sign that is erected, constructed or otherwise located within or upon public right-of-way or on public property may be removed by City personnel and disposed of immediately. The City is not required to notify the owner of the sign of its removal and disposal.

IX.6.6 Illegally Erected Temporary Sign: Any temporary sign that is erected, constructed or otherwise displayed, without a permit or in direct violation of this Article may be removed by City personnel and disposed of immediately. The City is not required to notify the owner of the sign of its removal and disposal.

ARTICLE IX-SIGN STANDARDS

IX.6.7 Illegally Erected Permanent Sign: Any permanent sign installed without a permit or in direct violation of this Article shall be removed by the owner of the sign or property within ten (10) days of written notification by the Building Official.

IX.6.8 Filing of Liens Against Property: The City is authorized to file a lien against any property which is not otherwise exempt to recover expenses incurred by the City for the removal of a sign or portion of a sign.

IX.6.9 Appeal: Any decision rendered by the Building Official or other City personnel in the enforcement of this Article may be appealed to the Board of Adjustment by any person, agent, or representative affected by such decision. Such appeal must be in writing and received within ten (10) days of a decision rendered along with the established fee.

SECTION - 7 GENERAL SIGN PROVISIONS

IX.7.1 Wind and Dead Load Requirements: All signs shall be designed and constructed to withstand a wind load of not less than thirty-two (32) pounds per square foot of area and shall be constructed to receive dead loads as required by building codes adopted by the City of Schertz. The sign application must include a statement signed by the applicant that states compliance with this requirement.

IX.7.2 Location of Business/Residential: All business and residential locations shall be identified by an address, which is clearly visible from the street.

IX.7.3 Number of Signs: All businesses shall be authorized two (2) exterior on-premise signs pertaining to the primary occupancy, products or service of a building or structure: one (1) sign located on the building and one (1) freestanding sign.

Exception: Lots that front two (2) intersecting streets may be allowed four (4) signs pertaining to the primary occupancy, products or service of a building or structure: two (2) signs located on different elevations of the building and two (2) freestanding signs, one (1) freestanding sign facing each thoroughfare.

IX.7.4 Wall Sign:

- A. *General:* Unless otherwise specifically provided, the regulations set forth in this subsection shall be applicable to all wall signs. Wall signs may not be attached to light fixtures, poles, or trees. The direct painting of wall signs on buildings shall be prohibited except for wall signs less than three (3) square feet in area used for building identification.
- B. *Minimum/Maximum Letter/Logo Height:* The minimum height allowed for letters on a wall sign shall be six (6") inches. The maximum height allowed for letters or logos shall be based on the following criteria:

Distance From R.O.W.	Maximum Letter/Logo Height
Less than 100 ft.	12 inches
101—150 ft.	18 inches
151—200 ft.	24 inches
201—250 ft.	30 inches

ARTICLE IX-SIGN STANDARDS

251—300 ft.	36 inches
301 ft. and greater	42 inches

- C. *Maximum Area:* The maximum area of a wall sign shall be no greater than fifteen (15) percent of the wall space or eighty (80) square feet, which ever is less.
- D. *Roofline Limitations:* In no case shall a wall sign project above the roofline of any building nor extend above the parapet wall if attached thereto. Wall signs shall be no closer vertically to the eave of the roofline or overhang than the predominant letter height. Wall signs may be attached to a continuous plane fascia if the sign does not extend above or below the projection of the fascia. Signs attached to fascia are only allowed when attached to structural canopy supported to the ground by columns constructed of similar masonry material as the primary structure.
- E. *Illumination:* Wall signs may be illuminated utilizing only internal lighting. Exterior letters with exposed neon lighting are not allowed.
- F. *Protrusions:* Wall signs may not protrude farther than eighteen (18”) inches from the building, excluding signs attached to canopies.
- G. *Adjacent Residential:* Wall signs shall not be located on any façade (other than the main front of the building) which faces property zoned for single-family residential uses if the sign is within one hundred and fifty (150’) feet of the property line of said residential property.
- H. *Multi-tenant Wall Signs:* Only one (1) wall sign per lease space shall be allowed along each street frontage on any site unless otherwise specifically provided for in this Article. A secondary wall sign may be permitted at a public entrance provided the entrance is on another side of the building but shall be limited to twenty-five (25) percent of the primary or permitted wall sign size. No more than two (2) wall signs shall be allowed per lease space. Wall signs shall be located within the first story of the main exterior entrance for a building or lease space.

IX.7.5. Monument Sign:

- A. *General:* Unless otherwise specifically provided, the regulations set forth in this subsection shall be applicable to all monument signs that are allowed under this Article.
- B. *Minimum Letter/Logo Height:* The minimum height allowed for letters on monument signs shall be six (6”) inches.
- C. *Maximum Height:* The maximum height of a monument sign shall be four (4’) feet, excluding monument base and sign structure. The monument base may be an additional eighteen (18”) inches in height measured from ground level at the center of the base to the top of the base. The sign structure shall not exceed five feet six inches (5’ 6”) in overall height.

ARTICLE IX-SIGN STANDARDS

- D. *Maximum Area:* The maximum area of a monument sign shall not exceed one hundred (100) square feet with a maximum area per sign face of fifty (50) square feet.
- E. *Number of Signs:* Only one (1) monument sign, excluding menu board signs, shall be allowed along each street frontage on any site unless otherwise specifically provided in this Article.
- F. *Minimum Setback:* The minimum setback of all monument signs shall be fifteen (15) feet from any property line.
- G. *Material Requirements:* All monument sign bases shall be constructed of the same masonry material as the front building façade on the site, or shall be stone or brick. The monument sign structure must be constructed or covered with the same masonry material as the principal building or stone, or brick. Sculpted aluminum sign panels will be allowed. All sign text and graphic elements shall be limited to a minimum of six inches from the outer limits of the sign structure.
- H. *Illumination:* Monument signs may only be illuminated utilizing internal lighting for sculpted aluminum panels or a ground lighting source where the light itself and supporting sign structure are not visible from public right-of-way.

IX.7.6 Freestanding Ground Signs:

- A. *General:* Unless otherwise specifically provided, the regulations set forth in this subsection shall be applicable to all freestanding ground signs.
- B. *Minimum Setback:* The minimum setback of all freestanding ground signs shall be fifteen (15) feet from any property line.
- C. *Maximum Height:* The maximum height of a freestanding ground sign shall not exceed the following:

Areas with limited access	50 ft.
Areas with unlimited access	40 ft.
All other streets	20 ft.

Exception: Areas along FM3009 and Schertz Parkway within an overlay district shall not exceed eighteen (18') feet in height.

- D. *Maximum Area:* Freestanding ground signs shall not exceed the following.

Areas with limited access	250 sq. ft.
Areas with unlimited access	100 sq. ft.
All other streets	32 sq. ft.

Exception: Areas along FM 3009 and Schertz Parkway within an overlay district shall not exceed ninety (90) square feet.

ARTICLE IX-SIGN STANDARDS

- E. *Number of Signs:* No more than one (1) freestanding sign is permitted per site, except lots that front two (2) intersecting streets may be allowed two (2) freestanding signs. With one (1) sign located on each thoroughfare.

Exception: No more than one (1) freestanding multi-tenant sign is permitted for a shopping center. One (1) additional freestanding sign may be permitted for an anchor business with fifty thousand (50,000) square feet or more of building space within a shopping center. All tenants signs within a freestanding multi-tenant sign shall contain the same number of square feet.

IX.7.7 Subdivision Entry Signs:

- A. *Maximum Height:* Wall mounted subdivision entry signs may not project above the top of a wall.
- B. *Maximum Area:* The maximum area of a wall mounted subdivision entry sign shall not exceed thirty-two (32) square feet.
- C. *Maximum Number of Signs:* No more than one (1) monument sign or two (2) attached wall signs (not in combination thereof) may be permitted per street entrance.
- D. *Placement of Sign:* A monument sign may be located on a median at the street entrance if approved by the Public Works Director.

IX.7.8 Bulletin Board Signs:

- A. *Maximum Height:* The maximum height of a bulletin board sign shall not exceed six (6') feet.
- B. *Maximum Area:* The maximum area of a bulletin board sign shall not exceed eighteen (18) square feet.
- C. *Maximum Number of Signs:* No more than one (1) bulletin board sign per commercial site or one (1) per subdivision entrance, not to exceed two (2) per subdivision is permitted.

IX.7.9 Price-Per-Gallon Display:

- A. *General:* All price-per-gallon displays must be an integral part of the general permitted sign for the site. Displays, whether electronic or manual, may not scroll, flash, or change more than once a day.
- B. *Minimum Letter Height:* The minimum height allowed for price-per-gallon display signs shall be six (6") inches for the fuel classification (i.e. "unleaded" "diesel", etc.).
- C. *Maximum Area:* Price-per-gallon displays may not exceed two-thirds (2/3) of the permitted gross surface area per face of the general permitted sign.
- D. *Number of Signs:* Only one (1) price-per-gallon sign is permitted per site.

ARTICLE IX-SIGN STANDARDS

- E. *Illumination*: Only internal illumination may be utilized for fuel classification and price-per-gallon signs.

IX.7.10 Directional Signs:

- A. *Maximum Height*: The maximum height of a directional sign shall not exceed three (3') feet.
- B. *Maximum Area*: The maximum area of a directional sign shall not exceed eight (8) square feet.
- C. *Number of Signs*: Maximum of two (2) directional signs are permitted per site.

IX.7.11 Banners: Banners may only be permitted for special events or grand openings. The maximum area of a banner shall not exceed 0.5 square feet for every one (1) foot of width of a building wall or lease space not to exceed fifty (50) square feet. Banner permits shall not exceed 45 days each, and shall not exceed four (4) permits per calendar year.

IX.7.12 Development Signs:

- A. *Permitted Sign Structure*: Development signs shall be a temporary freestanding ground sign.
- B. *Maximum Area*: Development signs shall not exceed sixty-four (64) square feet maximum, thirty-two (32) square feet per sign face.
- C. *Maximum Height*: Development signs shall not exceed five (5') feet in height.
- D. *Number of Signs*: Each development is permitted no more than one (1) sign per commercial development, or one (1) sign per entry of a residential subdivision not to exceed two (2) signs.
- E. *Duration*: Development signs may be installed at any time after the issuance of the building permit for a commercial development or after approval of the developer's site plan for a residential subdivision. The development sign must be removed within one (1) year or upon the issuance of a certificate of occupancy for commercial developments, and upon three (3) years or seventy-five percent (75%) of development of a residential subdivision, whichever is less.

IX.7.13 Real Estate Signs:

- 1) *Maximum Height*: The maximum height for commercial real estate signs shall not exceed five (5') feet for freestanding ground signs and must be below the roof line for wall signs.
- 2) *Maximum Area*: The maximum area of a commercial real estate sign shall not exceed sixty-four (64) square feet, thirty-two (32) square feet per sign face. Residential real estate signs shall not exceed four (4) square feet in size.
- 3) *Maximum Number of Signs*: Only one real estate sign is permitted per site.

ARTICLE IX-SIGN STANDARDS

IX.7.14 Prohibited Signs:

- A. *Obscene Signs:* No person shall erect or display on any site a sign in which the dominant theme of material taken as a whole appeals to a prurient interest in sex, or is patently offensive because it affronts community standards relating to the description or representation of sexual matters, or is utterly without redeeming social value.
- B. *Obstructing Doors, Windows or Fire Escapes:* No person shall erect or display on any site any sign that prevents free ingress to or egress from any door, window or fire escape.
- C. *Obstructing Vision/Sight Triangle:* No person shall erect or display on any site any sign in such a manner as to obstruct free and clear vision of moving vehicles at any location, street intersection, or driveway. All signs placed at any intersection shall prevent such problem by observing a visibility triangle (see definition of visibility triangle).
- D. *Interference With Traffic:* No person shall erect or display on any site any sign which interferes with vehicular or pedestrian traffic as a result of the position, size, shape, movement, color, fashion, manner, or intensity of illumination, or any other characteristics causing such interference. Nor shall any person erect or allow to be displayed any sign in such a manner as to interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal, or device, including, signs making use of the words "stop", "go", "look", "slow", "danger", or any other similar word, phrase, symbol or character, or employ any red, yellow, green, or other colored lamp or light in such a manner as to cause confusion or otherwise interfere with vehicular or pedestrian traffic.
- E. *Illuminated Signs:* No sign shall be illuminated to such intensity or in such a manner as to cause a glare or brightness to a degree that it constitutes a hazard or nuisance to traffic. No lighted sign shall be erected or displayed within one hundred and fifty (150') feet of a single-family residential zoned property unless the lighting is shielded from view.
- F. *Over Public Property or Public Right-of-Way:* It shall be prohibited to erect or display any type of sign on or over public right-of-way or other public property, unless the same be erected by the city, county, state or other authorized governmental agency, or with the permission of the City, for public purposes.
- G. *Signs on Utility Poles:* No person shall erect or display any sign on any utility pole located upon any public right-of-way or utility easement.
- H. *Private Property:* No sign shall be located on private property without the consent of the owner of the premises, to including signs located on trees, light poles or mail boxes.
- I. *Dilapidated Signs:* No signs are permitted which is deteriorated, dilapidated or in danger of falling or otherwise unsafe.
- J. *Signs In Violation:* No signs are permitted that does not comply with any applicable provisions of the building code, electrical code or other applicable ordinances of the City of Schertz.

ARTICLE IX-SIGN STANDARDS

- K. *Home Occupation Signs*: No exterior home occupation signs shall be permitted unless specifically authorized in another section of this Article.
- L. *Non-Motorized or Portable Signs*: No trailer type, non-motorized signs using wheels and axles, as the primary support shall be permitted.
- M. *Off Premise Signs*: Except as set forth elsewhere in this Article, all off premise signs not legally existing on the effective date of this Article are prohibited.

Exceptions: The following off-premise signs which otherwise meet the applicable requirements of this Article are permitted:

- 1) Community Service Signs
- 2) Garage Sale Signs
- 3) Official Government Signs
- 4) Historical Markers and Plaques
- 5) Political Sign
- 6) Realty Signs
- 7) Temporary Signs
- 8) Traffic Signs

- N. *Other Signs*: Except as set forth elsewhere in this Article, bench signs, bandit signs, and balloons are prohibited within the City of Schertz and its ETJ.

SECTION - 8 NONCONFORMING SIGNS:

- A. *General*: A sign, including its supporting structure, shall be considered nonconforming when it does not conform to all or part of the provisions of this Article and
 - 1) Was in existence and lawfully located prior to the adoption of this Article; or
 - 2) Was in existence and lawfully located and used in accordance with the provisions of the prior ordinance applicable thereto or which was considered legally nonconforming there under and has since been in continuous or regular use; or
 - 3) Was in existence, located and used on the premises at the time it was annexed into the city and has since been in continuous or regular and continuous use; or
 - 4) Was in existence and lawfully located and used as an off-premise sign prior to the adoption of this Article.
- B. *Registration*: On September 1, 2006, it shall be unlawful for any person to maintain any nonconforming or off-premise sign within the corporate limits of the City of Schertz or its ETJ without having a valid registration number affixed thereto as required in this section as follows:

ARTICLE IX-SIGN STANDARDS

- C. *Application*: To register a nonconforming sign or off-premise sign, application shall be made to the Building Official on forms provided for that purpose. The application shall be accompanied by the payment of the established fees and shall contain the name and address of the owner of the sign, the exact location of the sign, the date of placement, and any other information reasonably required by the Building Official.
- D. *Issuance of Registration Number*: If the Building Official determines that the nonconforming or off-premise sign is a lawfully nonconforming or off-premise sign, he shall issue a registration number to the applicant. The owner of the sign shall cause the registration number to be affixed in a conspicuous place on the registered nonconforming or off-premise sign.
- E. *Removal or Destroyed Signs*: Any owner who removes or causes the removal of any validly registered nonconforming or off-premise sign from any premises shall, within ten (10) business days of its removal, report the removal to the Building Official.
- F. *Invalidation of Registration*: The Building Official shall invalidate any registration for a nonconforming or off-premises sign when:
 - 1) It is removed from the premises for any reason;
 - a) It has been damaged or destroyed so as to lose its nonconforming sign status as provided in this Article;
 - b) It has become an abandoned sign.

SECTION - 9 LICENSES

IX.9.1 Licenses Required

- A. *Required*: It shall be unlawful for any person to erect, construct, place, locate, reconstruct, repair, replace or service any sign for compensation without first obtaining a license to do such work from the Building Official.
- B. *License*: It is unlawful for any person to perform construction work subject to this Article unless the person is licensed as a sign contractor or is exempt under the following:

Exception: A maintenance person may perform maintenance work only upon property owned by the person's employer. A maintenance person who performs work upon the property of more than one property owner is deemed to be performing work for the general public and shall be licensed as a sign contractor.

IX.9.2 It is unlawful for any person to:

- A. Display or cause a permit to be displayed or to have in one's possession any license for doing any construction work, knowing it to be fictitious or to have been canceled, suspended or altered;
- B. Lend or permit the use of any license for doing any construction work to any person not entitled to it;

ARTICLE IX-SIGN STANDARDS

- C. Fail or refuse to surrender to the Building Official any license for any construction work that has been suspended or canceled;
- D. Apply for or have in one's possession more than one current City construction license of the same type;
- E. Use a false or fictitious name or address in any application for any license or permit provided for in this Article or any renewal or duplicate, or make a false statement or conceal a material fact or otherwise commit fraud in making any application;
- F. Perform any construction work in the City or its ETJ for which a license is required without having the license or while the license is suspended, expired or canceled.
- G. Perform any construction work for which a permit is required without having the permit or after the permit has been suspended, canceled or expired.
- H. Fail or refuse to make the necessary repairs or changes as provided in a written notice issued by the Inspection Department. A separate offense is deemed to be committed each day after the expiration of the time for correction provided in the notice until the work is corrected; or
- I. Place or leave a property in such condition that it injures or endangers persons or property.

IX.9.3 Insurance Required: It is the duty of all sign contractors who practice their craft within the City of Schertz to show proof of general commercial liability insurance. A current copy of the insurance must be maintained on file at the City of Schertz Inspection Department or the sign contractor's license may be revoked. The insurance shall include:

- A. A minimum of \$300,000 per occurrence (combined for property damage and bodily injury);
- B. A minimum of \$600,000 aggregated (total amount the policy will pay for property damage and bodily injury coverage); and
- C. A minimum of \$300,000 aggregate for products and completed operation.

A licensed applicant or licensee shall file with the Inspection Department a completed certificate of insurance when applying for an initial license, when changing a business name, or upon request by the Building Official.

- A. *Application:* A written application for a sign contractor's license will be submitted to the Building Official on a form prescribed by the City along with the required initial fee and evidence of two (2) years experience to include the following:
 - 1) Required initial fee (as established by City Council)
 - 2) Renewal fee (as established by City Council)
 - 3) Completed application
 - 4) Reference for one (1) financial institution
 - 5) Reference for two (2) suppliers
 - 6) Reference for three (3) customers with work performed within the last two (2) years.

ARTICLE IX-SIGN STANDARDS

IX.9.4 The Building Official, within thirty (30) days from the receipt of the completed application, will issue the license or give a written refusal setting out the reasons for refusal.

- B. *Renewal*: All renewals shall be due January 1st of each year. Failure to renew within thirty (30) days after the renewal date will require the applicant to reapply for license at the initial fee rate.
- C. *Revocation*: Any license issued under this section may be suspended or revoked by the Building Official for the following:
 - 1) The Building Official may suspend the license of a person who has been convicted two (2) times within a one-year (1) period of any violation of this Article or other laws and ordinances applicable hereto.
 - 2) If the Building Official decides to suspend a sign contractor's license, the Building Official will notify the licensee of the suspension by first class mail to the licensee's last address on record, or by hand delivery to the licensee. Notice by mail will be deemed received three days after posting.
 - 3) The licensee may appeal a suspension decision to the Board of Adjustment by filing a written request within ten (10) days of receiving notice of the suspension. The Board of Adjustment will hold a hearing to determine whether the suspension decision should be sustained or reversed.
 - 4) If a licensee's license has been suspended twice in a three (3) year period, and the licensee then commits another violation under this Article or other laws and ordinances applicable hereto, the Building Official will notify the Board of Adjustment. The Board of Adjustment will then hold a hearing to consider cancellation of the license.
 - 5) Enforcement actions taken under this section are not exclusive and do not affect any other remedies for violations of this Article or other applicable laws and ordinances.
- D. *Appeal*: A person, whose license has been denied or revoked may appeal in writing along with the filing fee then in effect to the Board of Adjustment within ten (10) days.
- E. *Electrical License*: It shall be unlawful for any person to install and connect electrical systems for a sign within the City of Schertz and its ETJ without first obtaining a license to do so from the Texas Department of Licensing and Regulation (TDLR) for such work. A sign contractor may subcontract the electrical portion of a project to someone licensed by TDLR. Someone so licensed shall obtain all electrical permits to do such work.
- F. *Electrical License Registration*: Electrical contractors shall register with the City Inspection Department as follows:
 - 1) Registration of Company – Each electrical company shall register with the Inspection Department and shall provide a copy of general liability insurance in the amount

ARTICLE IX-SIGN STANDARDS

established by the Texas Department of Licensing and Regulation (TDLR) for electrical contractors.

- 2) **Application** – A written application to register an electrical company, along with the established filing fee, shall be submitted to the Building Official on a form prescribed by the City.
- 3) **Renewal** – All registered electrical companies shall renew their registrations annually. All renewals shall be due March 1st of each year.

Exempt: Licensed sign contractors who hold an electrical license issued by TDLR and who submit a copy of such license with their application, and do not work as an independent electrical company, will not be required to register as an electrical company.

SECTION - 10 VIOLATIONS

IX.10.1 Unlawful Acts: It shall be unlawful for any person, firm or corporation to erect, construct, alter, extend, repair, move, remove, or demolish a sign regulated by this Article, or cause the same to be done in conflict with or in violation of any of the provisions of this Article.

IX.10.2 Notice of Violation: The Building Official is authorized to serve a notice of violation or order on the person responsible for the erection, construction, alteration, extension, repair, moving, removing or demolition of a sign in violation of the provisions of this Article or in violation of a permit issued under the provisions of this Article. Such order shall direct the discontinuance of the illegal action or condition and the abatement of the violation.

IX.10.3 Violation Penalties: Any person who violates a provision of this Article or fails to comply with any of the requirements thereof shall be subject to penalties as prescribed by law. Such persons shall be considered guilty of a separate offense for each and every day or portion thereof during which any violation of any of the provisions of this Article is committed or continued, and upon conviction of any such violation such person shall be punished each and every day by a fine of not more than **five hundred dollars (\$500.00)** for each offense.

Allegation and evidence of a culpable mental state is not required for the proof of an offense by this Article.

ARTICLE IX-SIGN STANDARDS

Exhibit 1 Fee Schedule

Sign Permit Fees

New sign permit	\$250.00
Repairs of less than fifty percent (50%)	\$125.00
Temporary signs	\$ 75.00
Banner, flags and pennants	\$ 50.00
Temporary developer signs	\$250.00
Re-inspection fee	\$ 65.00

EXHBIT “A”

ARTICLE IX- SIGNS	PAGE
SECTION 1 Purpose	2
SECTION 2 Definitions	2
SECTION 3 Applicability	5
SECTION 4 Administrative	5
SECTION 5 General Requirements	6
SECTION 6 Removal of Signs	9
SECTION 7 General Sign Provisions	10
SECTION 8 Non-Conforming Signs	16
SECTION 9 Licenses	17
SECTION 10 Violations	20

ARTICLE IX-SIGN STANDARDS

- B. Any sign whose elements or the structural support or frame members are visibly bent, broken, dented, torn, twisted, leaning or at angles other than those at which it was originally erected.

Directional Sign: Any sign designed to provide direction to pedestrian and/or vehicular traffic.

Electric Sign: Any sign containing or using electrical power.

Electronic Sign: A variable message sign that utilizes computer-generated messages or some other electronic means of changing copy. These signs include displays using incandescent lamps, LEDs, LCDs or a flipper matrix.

Flag: A piece of fabric or distinctive design that is used as a symbol or as a signaling device.

Freestanding Sign: A sign that is not attached to a building and which is self supporting.

Garage Sale Sign: (See Code of Ordinances Chapter 10).

Governmental Sign: Any sign indicating public facilities, work projects, services or other places, programs, or activities conducted by the federal, state or any local government.

Identification Sign: A sign whose purpose is to identify:

- A. *Street Address Sign/Markers:* Address signs are composed of a numeric address and street or complex name. Street markers are signs adjacent to streets required by local government.
- B. *On-Premise Business Signs:* Any sign which relates to the premises on which it is located, referring exclusively to the name, location, product, person, accommodation, service, or activity of those premises, or the sale, lease or construction of those premises.
- C. *Personal, or Professional Signs and Nameplates:* Any sign that lists exclusively a name or names (including family/farm name signs).

Illegal Sign: A sign erected without a required permit, without the property owner's permission, or any sign not meeting the requirements established in this Article.

Limited Access Highways: Interstate Highway 35 and Interstate Highway 10.

Multi-Tenant Sign: A sign that identifies the names and locations of tenants in a multi-tenant building or in a development made up of a group of buildings.

Monument, Low Profile or Berm Sign: A permanent freestanding ground sign.

Non-Conforming Sign: A sign that was legally installed or modified in accordance with local laws, ordinances and approvals in effect at the time of installation or last significant modification, but which does not comply to laws or ordinances enacted subsequent to that time.

Off-Premise Sign: Any sign that relates to products, services, or activities not located on or offered on the premises where the sign is located.

ARTICLE IX-SIGN STANDARDS

Subdivision or Neighborhood Sign: Any sign used to mark the entrance to a specific subdivision or neighborhood. Usually a low profile monument sign designed in such a way as to indicate the name of the specific community and placed at the main entry to such community.

Unlimited Access Highway: State Farm to Market Roads 78, 482, 1103, 1518, 2252, 3009 and Schertz Parkway.

Variance: Relief granted for an exceptional condition that poses a practical difficulty or particular hardship in such a way as to prevent an owner from displaying a sign as required by this Article. Such practical difficulty or hardship must be clearly exhibited and must be a result of an external influence and not be self-imposed.

Visibility Triangle: The triangular sight area from the corner of converging streets to a distance of twenty-five feet (25') along each street with the triangle completed by drawing a line through the property from both twenty-five foot (25') points on the converging streets.

Wall Sign: Any sign painted on, attached to or projected from the wall surface of a building (whether permanent or portable), including window signs and signs on awnings and/or marquees.

SECTION - 3 APPLICABILITY

IX.3.1 General Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable.

- A. *Other Laws:* The provisions of this Article shall not be deemed to nullify any other provisions of federal or state law.
- B. *Partial Invalidity:* In the event any part or provision of this Article is held to be illegal or void, this shall not have the effect of making void or illegal any of the other parts or provisions.
- C. *Existing Signs:* All signs legally in existence on the date of the adoption of this Article shall be permitted to continue without change.

SECTION - 4 ADMINISTRATION

IX.4.1 General: The Building Official is hereby authorized and directed to enforce the provisions of this Article and other laws and ordinances applicable thereto. The Building Official shall have the authority to render interpretations of this Article and other laws and ordinances applicable thereto, and to adopt policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be in compliance with the intent and purpose of this Article and shall not have the effect of waiving requirements specifically provided for herein.

IX.4.2 Applications: The Building Official shall receive applications, review plans and documentation and issue permits for the erection, installation, enlargement, alteration, and repair of all signs within the City of Schertz and its ETJ.

ARTICLE IX-SIGN STANDARDS

B. *Work Exempt From a Permit:* Exemption from the permit requirements of this Article shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this Article or any other laws or ordinances of the City of Schertz.

1) *Governmental Sign - Any sign:*

- a. Erected or maintained pursuant to and in discharge of government functions;
- b. Required by law, ordinance or City regulation; or
- c. Located on property owned, leased or under the control of the federal or state government.

2) *Political Sign:* Any political sign that meets all applicable state requirements.

3) *Railway Sign:* Any sign within the railway right-of-way placed and maintained in reference to the operation of such railway.

4) *Utility Sign:* Any sign marking utility or underground communications or transmission lines.

5) *Vehicle Sign:* Any sign displayed or used upon motorized vehicles.

6) *Holiday Sign:* Any temporary sign containing only holiday messages and no commercial advertising.

7) *Plaques:* Any commemorative sign of a recognized historical society or organization.

8) *Private Traffic Control Sign:* Any on-premise sign that directs the movement of traffic on private property or warns of obstacles, overhead clearances, or controls parking, including, but not limited to, entrance and exits signs. The sign must be less than ten (10) square feet in effective area, less than six (6) feet in height, and be placed where it will not interfere with the safe movement of vehicles or pedestrians.

9) *Electrical Repairs and Maintenance:* An electrical permit shall not be required for minor repair work to any sign, including the replacement of lamps or the connection of approved portable electrical equipment to approve permanently installed receptacles.

IX.5.2 Application: The following information shall be required for each application for a permit:

A. Completed building permit application obtained from the Inspection Department.

B. A site plan which includes:

- 1) Location of all buildings, structures or tracts to which or upon which the sign is to be attached or erected.
- 2) Position of the sign in relation to rights-of-way, easements, buildings or structures and other existing signs.

ARTICLE IX-SIGN STANDARDS

IX.5.8 Public Right-of-way, Alleys and Easements: A permit shall not be given by the Building Official for the placement of a sign that will encroach upon any public right-of-way, alley or utility or drainage easement.

IX.5.9 Placement of Permit: The permit or copy thereof shall be kept on the site until the work permitted is completed.

IX.5.10 Temporary Signs: The Building Official is authorized to issue a permit for temporary signs. Such permit shall be limited as to time of service, but shall not be permitted for more than forty-five (45) days, and shall not exceed four (4) permits per calendar year. The Building Official is authorized to grant extensions for demonstrated cause. Temporary signs shall conform to all the requirements of this Article and other applicable laws and ordinances. The Building Official is authorized to terminate any permit for a temporary sign, if the sign is determined abandoned or in violation of this Article or other applicable laws or ordinances.

IX.5.11 Appeal: An individual who has been denied permit or had a permit revoked may appeal in writing along with the established filing fee to the Board of Adjustment within ten (10) days after the date of denial or revocation.

SECTION - 6 REMOVAL OF SIGNS

IX.6.1 Maintenance of Signs: Every sign shall be maintained in good structural condition at all times. All signs shall be kept neatly painted including all metal parts and supports that are not galvanized or of rust resistant material. On undeveloped parcels of land, the area between any sign and the street or highway to which the sign is oriented and the area within twenty-five (25') feet of such sign must be kept free and clear of debris, trash, and weeds or other refuse.

IX.6.2 Damaged Signs: which are determined by the Inspection Department to be a public hazard or in a state of disrepair shall be repaired or removed within ten (10) days of written notification to the property owner by the Building Official.

IX.6.3 Abandoned Signs: Signs which are determined by the Inspection Department to be abandoned shall be removed or otherwise painted over and neutralized within thirty (30) days of written notification to the property owner by the Building Official.

IX.6.4 Extensions: The Building Official shall have the authority, but not the obligation, to grant extensions as necessary to resolve a damaged or abandoned sign. The extension shall be requested in writing and justifiable cause demonstrated.

IX.6.5 Signs in Right-of-way and/or Public Property: Any sign that is erected, constructed or otherwise located within or upon public right-of-way or on public property may be removed by City personnel and disposed of immediately. The City is not required to notify the owner of the sign of its removal and disposal.

IX.6.6 Illegally Erected Temporary Sign: Any temporary sign that is erected, constructed or otherwise displayed, without a permit or in direct violation of this Article may be removed by City personnel and disposed of immediately. The City is not required to notify the owner of the sign of its removal and disposal.

ARTICLE IX-SIGN STANDARDS

251—300 ft.	36 inches
301 ft. and greater	42 inches

- C. *Maximum Area:* The maximum area of a wall sign shall be no greater than fifteen (15) percent of the wall space or eighty (80) square feet, which ever is less.
- D. *Roofline Limitations:* In no case shall a wall sign project above the roofline of any building nor extend above the parapet wall if attached thereto. Wall signs shall be no closer vertically to the eave of the roofline or overhang than the predominant letter height. Wall signs may be attached to a continuous plane fascia if the sign does not extend above or below the projection of the fascia. Signs attached to fascia are only allowed when attached to structural canopy supported to the ground by columns constructed of similar masonry material as the primary structure.
- E. *Illumination:* Wall signs may be illuminated utilizing only internal lighting. Exterior letters with exposed neon lighting are not allowed.
- F. *Protrusions:* Wall signs may not protrude farther than eighteen (18") inches from the building, excluding signs attached to canopies.
- G. *Adjacent Residential:* Wall signs shall not be located on any façade (other than the main front of the building) which faces property zoned for single-family residential uses if the sign is within one hundred and fifty (150') feet of the property line of said residential property.
- H. *Multi-tenant Wall Signs:* Only one (1) wall sign per lease space shall be allowed along each street frontage on any site unless otherwise specifically provided for in this Article. A secondary wall sign may be permitted at a public entrance provided the entrance is on another side of the building but shall be limited to twenty-five (25) percent of the primary or permitted wall sign size. No more than two (2) wall signs shall be allowed per lease space. Wall signs shall be located within the first story of the main exterior entrance for a building or lease space.

IX.7.5. Monument Sign:

- A. *General:* Unless otherwise specifically provided, the regulations set forth in this subsection shall be applicable to all monument signs that are allowed under this Article.
- B. *Minimum Letter/Logo Height:* The minimum height allowed for letters on monument signs shall be six (6") inches.
- C. *Maximum Height:* The maximum height of a monument sign shall be four (4') feet, excluding monument base and sign structure. The monument base may be an additional eighteen (18") inches in height measured from ground level at the center of the base to the top of the base. The sign structure shall not exceed five feet six inches (5' 6") in overall height.

ARTICLE IX-SIGN STANDARDS

- E. *Number of Signs:* No more than one (1) freestanding sign is permitted per site, except lots that front two (2) intersecting streets may be allowed two (2) freestanding signs. With one (1) sign located on each thoroughfare.

Exception: No more than one (1) freestanding multi-tenant sign is permitted for a shopping center. One (1) additional freestanding sign may be permitted for an anchor business with fifty thousand (50,000) square feet or more of building space within a shopping center. All tenants signs within a freestanding multi-tenant sign shall contain the same number of square feet.

IX.7.7 Subdivision Entry Signs:

- A. *Maximum Height:* Wall mounted subdivision entry signs may not project above the top of a wall.
- B. *Maximum Area:* The maximum area of a wall mounted subdivision entry sign shall not exceed thirty-two (32) square feet.
- C. *Maximum Number of Signs:* No more than one (1) monument sign or two (2) attached wall signs (not in combination thereof) may be permitted per street entrance.
- D. *Placement of Sign:* A monument sign may be located on a median at the street entrance if approved by the Public Works Director.

IX.7.8 Bulletin Board Signs:

- A. *Maximum Height:* The maximum height of a bulletin board sign shall not exceed six (6') feet.
- B. *Maximum Area:* The maximum area of a bulletin board sign shall not exceed eighteen (18) square feet.
- C. *Maximum Number of Signs:* No more than one (1) bulletin board sign per commercial site or one (1) per subdivision entrance, not to exceed two (2) per subdivision is permitted.

IX.7.9 Price-Per-Gallon Display:

- A. *General:* All price-per-gallon displays must be an integral part of the general permitted sign for the site. Displays, whether electronic or manual, may not scroll, flash, or change more than once a day.
- B. *Minimum Letter Height:* The minimum height allowed for price-per-gallon display signs shall be six (6") inches for the fuel classification (i.e. "unleaded" "diesel", etc.).
- C. *Maximum Area:* Price-per-gallon displays may not exceed two-thirds (2/3) of the permitted gross surface area per face of the general permitted sign.
- D. *Number of Signs:* Only one (1) price-per-gallon sign is permitted per site.

ARTICLE IX-SIGN STANDARDS

IX.7.14 Prohibited Signs:

- A. *Obscene Signs:* No person shall erect or display on any site a sign in which the dominant theme of material taken as a whole appeals to a prurient interest in sex, or is patently offensive because it affronts community standards relating to the description or representation of sexual matters, or is utterly without redeeming social value.
- B. *Obstructing Doors, Windows or Fire Escapes:* No person shall erect or display on any site any sign that prevents free ingress to or egress from any door, window or fire escape.
- C. *Obstructing Vision/Sight Triangle:* No person shall erect or display on any site any sign in such a manner as to obstruct free and clear vision of moving vehicles at any location, street intersection, or driveway. All signs placed at any intersection shall prevent such problem by observing a visibility triangle (see definition of visibility triangle).
- D. *Interference With Traffic:* No person shall erect or display on any site any sign which interferes with vehicular or pedestrian traffic as a result of the position, size, shape, movement, color, fashion, manner, or intensity of illumination, or any other characteristics causing such interference. Nor shall any person erect or allow to be displayed any sign in such a manner as to interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal, or device, including, signs making use of the words "stop", "go", "look", "slow", "danger", or any other similar word, phrase, symbol or character, or employ any red, yellow, green, or other colored lamp or light in such a manner as to cause confusion or otherwise interfere with vehicular or pedestrian traffic.
- E. *Illuminated Signs:* No sign shall be illuminated to such intensity or in such a manner as to cause a glare or brightness to a degree that it constitutes a hazard or nuisance to traffic. No lighted sign shall be erected or displayed within one hundred and fifty (150') feet of a single-family residential zoned property unless the lighting is shielded from view.
- F. *Over Public Property or Public Right-of-Way:* It shall be prohibited to erect or display any type of sign on or over public right-of-way or other public property, unless the same be erected by the city, county, state or other authorized governmental agency, or with the permission of the City, for public purposes.
- G. *Signs on Utility Poles:* No person shall erect or display any sign on any utility pole located upon any public right-of-way or utility easement.
- H. *Private Property:* No sign shall be located on private property without the consent of the owner of the premises, to including signs located on trees, light poles or mail boxes.
- I. *Dilapidated Signs:* No signs are permitted which is deteriorated, dilapidated or in danger of falling or otherwise unsafe.
- J. *Signs In Violation:* No signs are permitted that does not comply with any applicable provisions of the building code, electrical code or other applicable ordinances of the City of Schertz.

ARTICLE IX-SIGN STANDARDS

- C. *Application:* To register a nonconforming sign or off-premise sign, application shall be made to the Building Official on forms provided for that purpose. The application shall be accompanied by the payment of the established fees and shall contain the name and address of the owner of the sign, the exact location of the sign, the date of placement, and any other information reasonably required by the Building Official.
- D. *Issuance of Registration Number:* If the Building Official determines that the nonconforming or off-premise sign is a lawfully nonconforming or off-premise sign, he shall issue a registration number to the applicant. The owner of the sign shall cause the registration number to be affixed in a conspicuous place on the registered nonconforming or off-premise sign.
- E. *Removal or Destroyed Signs:* Any owner who removes or causes the removal of any validly registered nonconforming or off-premise sign from any premises shall, within ten (10) business days of its removal, report the removal to the Building Official.
- F. *Invalidation of Registration:* The Building Official shall invalidate any registration for a nonconforming or off-premises sign when:
 - 1) It is removed from the premises for any reason;
 - a) It has been damaged or destroyed so as to lose its nonconforming sign status as provided in this Article;
 - b) It has become an abandoned sign.

SECTION - 9 LICENSES

IX.9.1 Licenses Required

- A. *Required:* It shall be unlawful for any person to erect, construct, place, locate, reconstruct, repair, replace or service any sign for compensation without first obtaining a license to do such work from the Building Official.
- B. *License:* It is unlawful for any person to perform construction work subject to this Article unless the person is licensed as a sign contractor or is exempt under the following:

Exception: A maintenance person may perform maintenance work only upon property owned by the person's employer. A maintenance person who performs work upon the property of more than one property owner is deemed to be performing work for the general public and shall be licensed as a sign contractor.

IX.9.2 It is unlawful for any person to:

- A. Display or cause a permit to be displayed or to have in one's possession any license for doing any construction work, knowing it to be fictitious or to have been canceled, suspended or altered;
- B. Lend or permit the use of any license for doing any construction work to any person not entitled to it;

ARTICLE IX-SIGN STANDARDS

IX.9.4 The Building Official, within thirty (30) days from the receipt of the completed application, will issue the license or give a written refusal setting out the reasons for refusal.

- B. *Renewal:* All renewals shall be due January 1st of each year. Failure to renew within thirty (30) days after the renewal date will require the applicant to reapply for license at the initial fee rate.
- C. *Revocation:* Any license issued under this section may be suspended or revoked by the Building Official for the following:
 - 1) The Building Official may suspend the license of a person who has been convicted two (2) times within a one-year (1) period of any violation of this Article or other laws and ordinances applicable hereto.
 - 2) If the Building Official decides to suspend a sign contractor's license, the Building Official will notify the licensee of the suspension by first class mail to the licensee's last address on record, or by hand delivery to the licensee. Notice by mail will be deemed received three days after posting.
 - 3) The licensee may appeal a suspension decision to the Board of Adjustment by filing a written request within ten (10) days of receiving notice of the suspension. The Board of Adjustment will hold a hearing to determine whether the suspension decision should be sustained or reversed.
 - 4) If a licensee's license has been suspended twice in a three (3) year period, and the licensee then commits another violation under this Article or other laws and ordinances applicable hereto, the Building Official will notify the Board of Adjustment. The Board of Adjustment will then hold a hearing to consider cancellation of the license.
 - 5) Enforcement actions taken under this section are not exclusive and do not affect any other remedies for violations of this Article or other applicable laws and ordinances.
- D. *Appeal:* A person, whose license has been denied or revoked may appeal in writing along with the filing fee then in effect to the Board of Adjustment within ten (10) days.
- E. *Electrical License:* It shall be unlawful for any person to install and connect electrical systems for a sign within the City of Schertz and its ETJ without first obtaining a license to do so from the Texas Department of Licensing and Regulation (TDLR) for such work. A sign contractor may subcontract the electrical portion of a project to someone licensed by TDLR. Someone so licensed shall obtain all electrical permits to do such work.
- F. *Electrical License Registration:* Electrical contractors shall register with the City Inspection Department as follows:
 - 1) Registration of Company – Each electrical company shall register with the Inspection Department and shall provide a copy of general liability insurance in the amount

Exhibit 1 Fee Schedule

Sign Permit Fees

New sign permit	\$250.00
Repairs of less than fifty percent (50%)	\$125.00
Temporary signs	\$ 75.00
Banner, flags and pennants	\$ 50.00
Temporary developer signs	\$250.00
Re-inspection fee	\$ 65.00



INSPECTION DEPARTMENT
1400 SCHERTZ PARKWAY
SCHERTZ, TEXAS 78154-1634
(210) 658-7477, EXT 1161
FAX (210) 658-9627

REGISTRATION FOR NONCONFORMING SIGNS

INFORMATION REQUIRED:

SITE PLAN SHOWING LOCATION OF NONCONFORMING SIGN AND
PHOTO OF SIGN

JOB ADDRESS:				
ZONING:	BLOCK:	LOT:	SUBDIVISION:	
OWNER:	ADDRESS, CITY, ST, ZIP:		PHONE:	
DESCRIBE WORK:				
VALUE OF WORK:				
\$				

NOTICE

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF SIGN WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A REGISTRATION FOR NONCONFORMING SIGN DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR PERFORMANCE OF CONSTRUCTION.

SIGNATURE OF OWNER

DATE

FOR DEPARTMENT USE ONLY

REGISTRATION NUMBER: _____

REGISTRATION FEE: \$ _____

APPLICATION ACCEPTED BY _____ DATE _____

APPROVED BY _____ DATE _____

Letter of Intent

TO: Schertz TX Planning Department
ADDRESS: 17720 Verde Pkwy, Schertz, TX 78154
SUBJECT: Signage Variance Request - Extra Space
Storage

Property & Project Overview

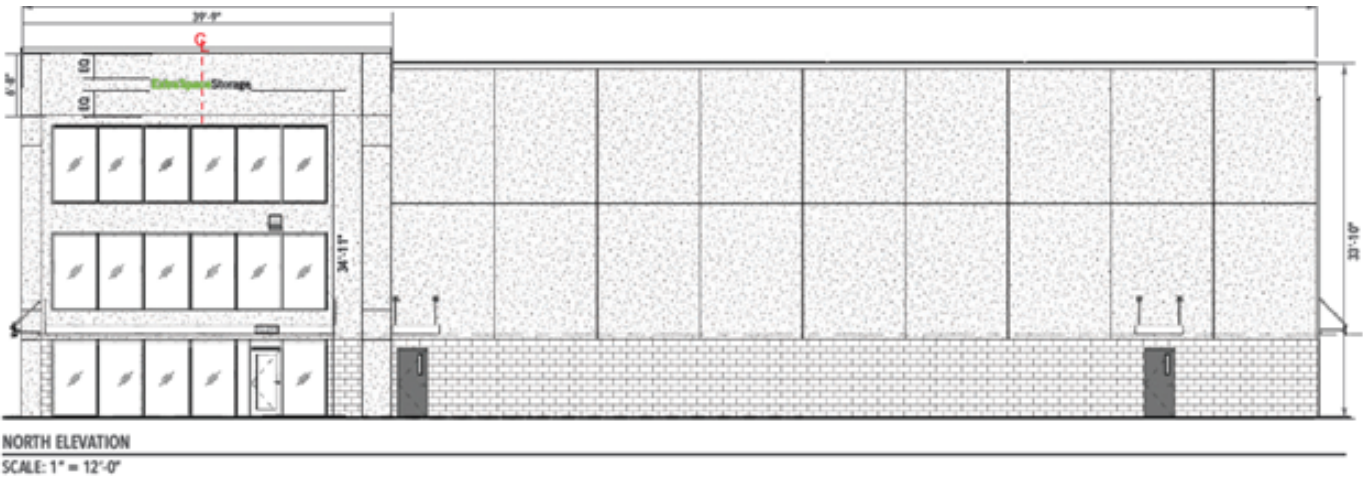
The subject property spans **3.478** acres and is slated for the development of a **95,310** SF building. Located approximately 61 feet from the Right of Way (ROW) off Verde Parkway, the site falls within the Verde Enterprise Sign PDD overlay district.

This project is a single-phase development intended for professional self-storage operations, maintained and operated by a single owner.

The Proposed Variance

Variance Request: Relief from the Verde Enterprise Sign PDD overlay code, which currently restricts building signage to a height of 12 inches when the ROW is less than 100 feet. We are requesting approval for a **30 inch** letter set to ensure commercial viability and safety **which meets the current UDC code requirements.**

A 12-inch sign is functionally invisible for a facility of this scale. As shown in the elevation analysis below, the mandated 12" height fails to provide the visual impact necessary for patrons to identify the entrance safely from the roadway.



Scale Comparison

Figure 1: Technical elevation illustrating the significant scale disparity between the building facade and the 12" PDD allowance.

Contextual Compatibility

The intent of this request is to achieve a consistent "look and feel" with the existing retail landscape on Verde Parkway. Neighboring businesses utilize significantly larger signage—some exceeding 4 feet—which establishes the current visual character of the corridor.

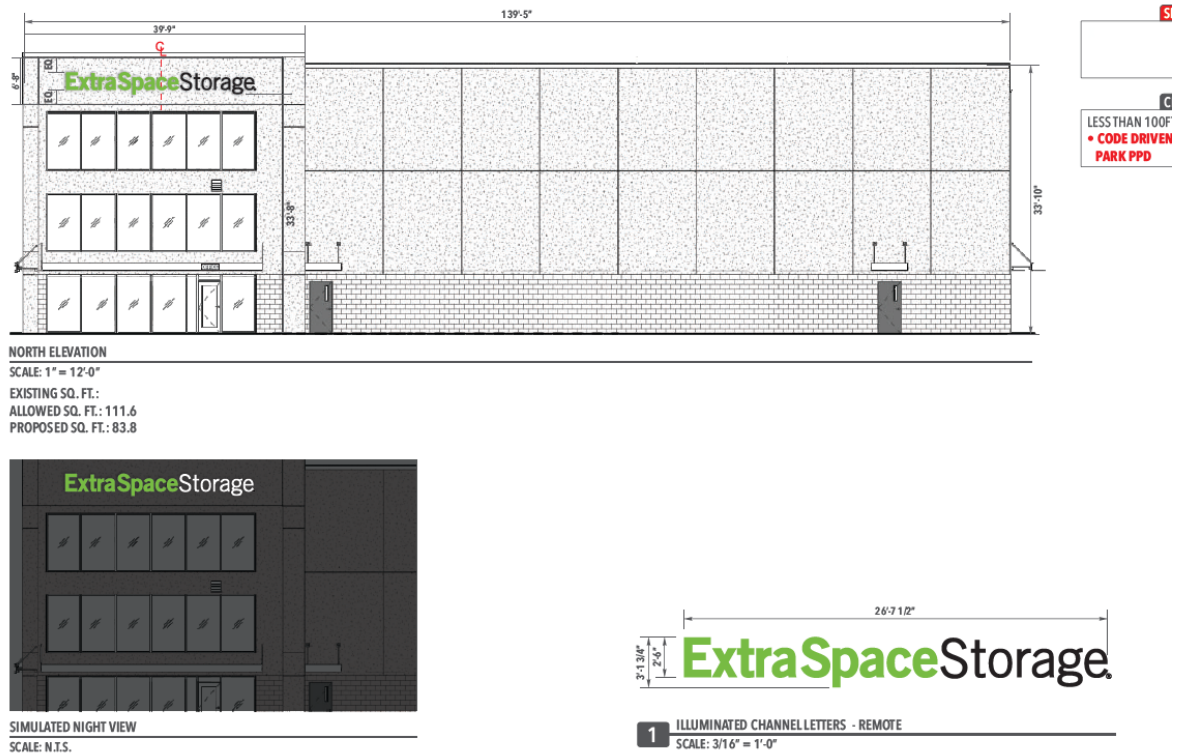


Neighboring Signage

Figure 2: Examples of established retail signage in the immediate vicinity demonstrating the area's visual standard.

Proposed Signage Solution

We propose an illuminated channel letter set with a **2' 6"** height. This solution is architecturally proportional to the building's **34' 11"** height and remains well within the total square footage allowances for the facade. **This meets the current UDC code requirements.**



Proposed 2' 6" Sign

Figure 3: Proposed 30" signage simulation, providing a professional and legible identification for the facility.

Signage Technical Data:

- **Allowed Area: 80 SF**
- **Proposed Area: 83.3 SF**
- **Proposed Letter Height: 30 Inches**

Submitted by:

Authorized Representative

TSGF Schertz, LLC

VARIANCE JUSTIFICATION FORM

Application for Zoning Relief | Extra Space Storage - North Elevation Signage

REQUEST OVERVIEW

Project Name:	Extra Space Storage
Regulatory Reference:	UDC 21.4.12 & Verda Enterprise Park PDD
Variance Requested:	Increase building signage from 12" to 30" on North Elevation.

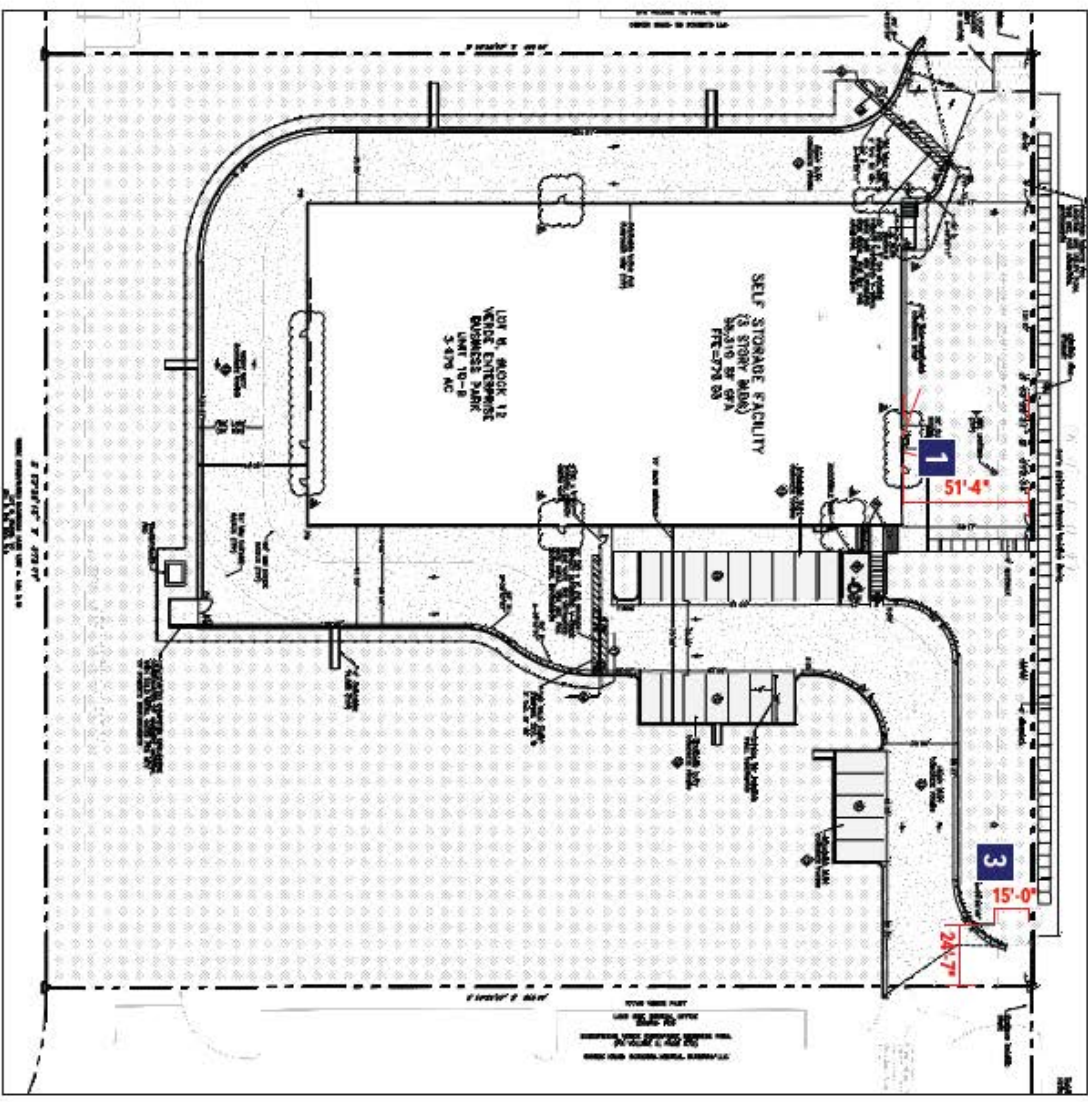
Extra Space Storage is requesting a variance to increase the allowable building sign size on the North Elevation. Currently, the PDD code limits facades less than 100' from the Right of Way (ROW) to 12" tall lettering. Our building is 61' from the ROW, resulting in a sign that is significantly undersized relative to the building scale and surrounding retailers.

Legal Standard (UDC 21.4.12): The Board of Adjustment may authorize a variance where literal enforcement would result in unnecessary hardship, provided the spirit of the code is observed and substantial justice is done. A variance shall not permit a privilege not enjoyed by other parcels in the same district.

SITE PLAN



SITE MAP VIEW
SCALE: 1/64" = 1'-0"



DESIGN SIGN STATUS - MAIN ID WALL SIGNS		
SIGN #	LOCATION	SIGN TYPE
1	NORTH ELEVATION	CHANNEL LETTERS - ILLUMINATED
DESIGN SIGN STATUS - FREESTANDING SIGNS		TECHNICALLY VERIFIED
3	VERDE PARKWAY	D/F MONUMENT SIGN - ILLUMINATED
		X

FINDINGS OF FACT & JUSTIFICATION

UNIFORMITY

Does the requested variance violate the intent of the Unified Development Code or deprive the applicant of rights commonly enjoyed by other properties in the same zoning district?

Response: No. The request aligns with the established aesthetic of Verda Enterprise Park. A 2' 6" tall letter set is consistent with existing retailers in the immediate vicinity, ensuring visual continuity and fairness across the district. **This request meets the current UDC code requirements.**

PHYSICAL SITE CONSTRAINTS

Do special conditions (area, shape, topography, or physical features) exist that are irregular to the subject parcel and not applicable to other parcels in the same district?

Response: Yes. The unique positioning of the building at 61' from the ROW triggers a restrictive 12" height limit that does not account for the massive scale of the facility compared to smaller retail footprints that might typically sit closer to the ROW.

NON-SELF CREATED

Is the hardship the result of the applicant's own actions or intended solely for financial interest?

Response: No. This request is driven by functional necessity rather than financial gain. The primary objective is to provide legible identification for patrons, matching the standard set by neighboring businesses.

PUBLIC SAFETY & WELFARE

Would granting this variance be detrimental to the public welfare or injurious to the value of property in the vicinity?

Response: No. In fact, it enhances public safety. Properly scaled signage allows drivers to identify the facility from a safe distance, facilitating smooth traffic flow and preventing sudden braking or confusion within Enterprise Park.

A handwritten signature in black ink, appearing to be 'RS', is positioned above a horizontal line.

Signature of Representative

TSGF Schertz, LLC

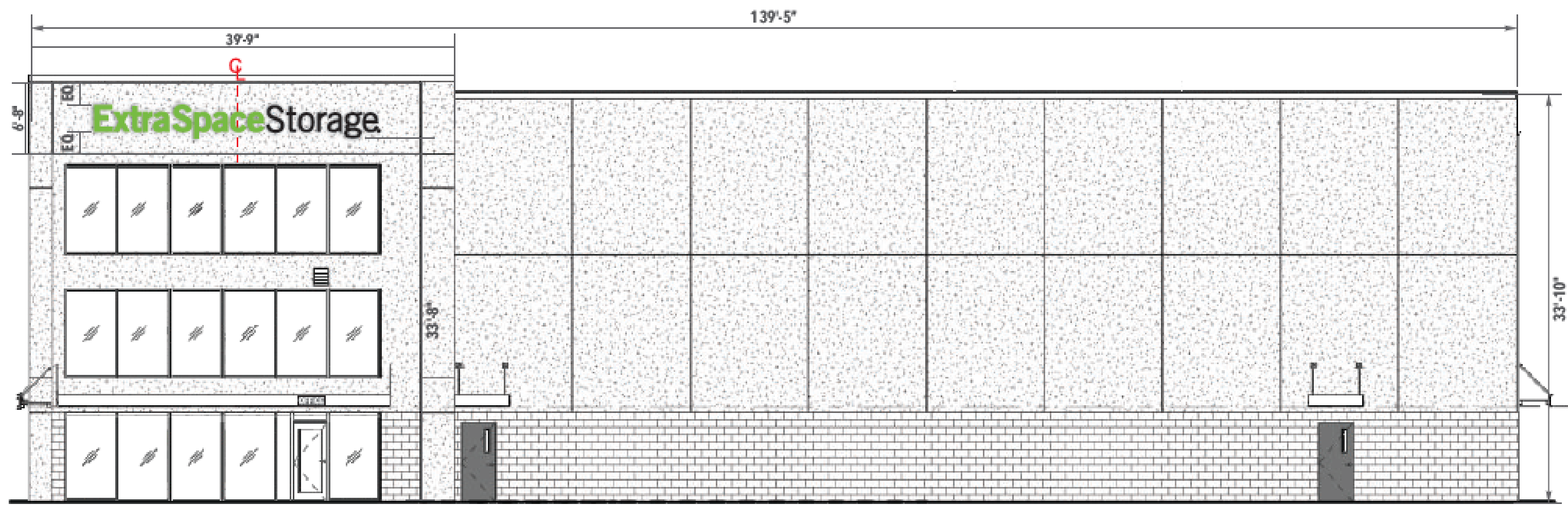
Representative

Date: _____

Proposed sign variance

Large Format Technical Review Copy - 24" x 36"

Elevation View: North Facade



NORTH ELEVATION
SCALE: 1" = 12'-0"
EXISTING SQ. FT.:
ALLOWED SQ. FT.: 111.6
PROPOSED SQ. FT.: 83.8



SIMULATED NIGHT VIEW
SCALE: N.T.S.



1 ILLUMINATED CHANNEL LETTERS - REMOTE
SCALE: 3/16" = 1'-0"

Proposed Signage: 30" height

SPECIAL NOTES

CITY CODE & ALLOWANCES

LESS THAN 100FT OF R.O.W. MAX LETTER/LOGO HEIGHT 12"
• CODE DRIVEN BY "SIGN DISTRICT" VERDE ENTERPRISE
PARK PPD



OTHER BUSINESSES ON VERDE PKWY

Site Context & Signage Standards

Current Code: Less than 100ft from R.O.W. max letter height 12"
Proposed: Variance for 2'-6" letter height.

Site Address: 17720 Verde Pkwy, Schertz, TX 78154



PLANNING AND ZONING COMMISSION MEETING: 07/01/2026
Agenda Item 6 A

TO: Planning and Zoning Commission
PREPARED BY: Daisy Marquez, Senior Planner
SUBJECT: Conduct a Public Hearing, workshop, discussion, and possible action in relation to implementing a new land use category, definition, and Specific Use Permit process for Data Centers.

BACKGROUND

As per the Unified Development Code Section 21.4.7, City Council may, from time to time, on its own motion, or at the request of the City Manager or his/her designee, amend, supplement, change, modify or repeal the text of any portion of this UDC in order to establish a sound, stable, or desirable development within the jurisdiction of the City.

At the May 6, 2026, Planning and Zoning Commission meeting, Chairman Wallace requested a UDC Amendment to add Data Centers to the permitted use table and require a specific use permit in specific zoning districts.



PLANNING AND ZONING COMMISSION MEETING: 07/01/2026
Agenda Item 6 B

TO: Planning and Zoning Commission
PREPARED BY: Daisy Marquez, Senior Planner
SUBJECT: Conduct a Public Hearing, workshop, discussion, and possible action in relation to Article 11 Signs and Advertising Devices.

BACKGROUND

At the April 1, 2026, and June 3, 2026, Planning and Zoning Commission meetings, the Commission requested a workshop on Article 11 Signs and Advertising Devices in relation to anchor tenant signs and sign area calculations.

PLANNING AND ZONING COMMISSION MEETING: 07/01/2026
Agenda Item 8 A

SUBJECT

Current Projects and City Council Status Update

DEVELOPMENT INFORMATION

The following is being provided for information purposes only so that the Planning and Zoning Commission is aware of the current status of new site plan applications, status of applications heard by the Commission and recommended for final action by the City Council, and the status of administratively approved applications.

NEW SITE PLAN APPLICATIONS: No new site plan applications were submitted from May 27, 2026, to June 23, 2026.

CITY COUNCIL RESULTS: The following planning applications went to City Council from May 27, 2026, to June 23, 2026.

- Ord. 26-S-010: Conduct a public hearing and consider a request to rezone approximately 2.1 acres of land from Pre-Development District (PRE) to General Business District (GB), generally located at the south-east corner of the intersection of FM 1518 and Ray Corbett Dr, also known as a portion of Bexar County Identification Number 1103267, City of Schertz, Texas.
 - Approved at the June 2, 2026, City Council Meeting.
- Ord. 26-S-011: Conduct a public hearing and consider a request for a Specific Use Permit to allow a convenience store with gas pumps on approximately 2.1 acres of land from Pre-Development District (PRE) to General Business District (GB), generally located at the south-east corner of the intersection of FM 1518 and Ray Corbett Dr, also known as a portion of Bexar County Identification Number 1103267, City of Schertz, Texas.
 - Denied at the June 2, 2026, City Council Meeting.
- Ord. 26-S-012: Conduct a public hearing and consider a request to rezone approximately 0.2 acres of land from General Business District (GB) to Main Street Mixed-Use District (MSMU), known as 502 Main Street, specifically known as Guadalupe Property Identification Number 67753, City of Schertz, Texas.
 - Approved at the June 2, 2026, City Council Meeting.
- Ord. 26-S-013: Conduct a public hearing and consider a request to rezone approximately 0.4 acres of land from General Business District (GB) to Main Street Mixed-Use District (MSMU), known as 506 Main Street and 508 Main Street, specifically known as Guadalupe County Property Identification Numbers 32859 and 32861, City of Schertz, Guadalupe County, Texas.
 - Approved at the June 2, 2026, City Council Meeting.

ADMINISTRATIVELY APPROVED PROJECTS: Administratively approved applications from May 27, 2026, to June 23, 2026.

- 153 Windy Meadows: A proposed outdoor storage area for an existing building and business located at 153 Windy Meadows, Windy Meadows Subdivision Lot 14, Block 2, approximately 1-acre tract, zoned General Business District-II(GB-2)
-