



MEETING AGENDA
Planning & Zoning Commission
REGULAR SESSION PLANNING & ZONING COMMISSION
August 5, 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, AUGUST 5, 2026 at 6:00 p.m.

The Planning and Zoning Commission will hold the regularly scheduled meeting at 6:00p.m., Wednesday, August 5, 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. PLANNING AND ZONING COMMISSION ELECTIONS

A. Election of Planning and Zoning Commission Chair and Vice Chair

5. CONSENT AGENDA

A. Minutes for the July 22, 2026 Special Session Meeting.

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. PLSPU20260130** - Hold a public hearing and make a recommendation on a request for a Specific Use Permit to allow Automobile Repairs and Service, Major on an approximately 1.19 acres of land located approximately 1,200 feet south of the intersection of Borgfeld Rd and FM 3009, more specifically known as Guadalupe County Property Identification Number 67644, City of Schertz, Texas.
- B. PLUDC20260182** - Hold a public hearing and make a recommendation on amendments to Part III of the Schertz Code of Ordinances, Unified Development Code (UDC), to Article 5, Section 21.5.8 Permitted Use Table, and Article 16 Definitions.

7. ITEMS FOR INDIVIDUAL CONSIDERATION:

- A. PLPP20260176 Waiver** — Consider and act upon a request for a waiver in relation to on-site sewer facilities for the Preliminary Plat of the Ware-Seguin Subdivision, approximately 17 acres of land, known as 11444 Ware Seguin, more specifically known as Bexar County Property Identification Numbers 619175, 1457269, and 1457270, City of Schertz, Bexar County, Texas.
- B. PLPP20260176** - Consider and act upon a request for approval of a Preliminary Plat of the Ware-Seguin Subdivision, approximately 17 acres of land, known as 11444 Ware Seguin, more specifically known as Bexar County Property Identification Numbers 619175, 1457269, and 1457270, City of Schertz, Bexar County, Texas.

8. 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.

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

A. Current Projects and City Council Status Update

10. 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 29th day of July, 2026 at 1:00 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: 08/05/2026
Agenda Item 4 A

TO: Planning and Zoning Commission
PREPARED BY: Daisy Marquez, Senior Planner
SUBJECT: Election of Planning and Zoning Commission Chair and Vice Chair

BACKGROUND

Based on Resolution 24-R-79: Planning and Zoning Commission Bylaws: "The Commission shall hold elections for a chair who shall serve as the presiding officer and vice chair at the first meeting in August of each year." As this is the first meeting in August, both Chair and Vice-Chair elections must occur.

Attachments

24-R-79 Planning and Zoning Bylaws-Revised

RESOLUTION NO. 24-R-79

A RESOLUTION OF THE CITY COUNCIL OF SCHERTZ, TEXAS AUTHORIZING THE REVISED BYLAWS OF THE PLANNING AND ZONING COMMISSION, AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the Planning and Zoning Commission of the City of Schertz (the “City”) has recommended that the City approve the revised Bylaws, herein as “Exhibit A” of the Planning and Zoning Commission; and

WHEREAS, the City Council has determined that it is in the best interest of the City to approve the revised Bylaws of the Planning and Zoning Commission

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby authorizes the revised bylaws of the Planning and Zoning Commission.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

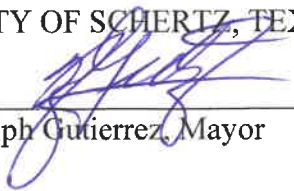
Section S. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this 16th of July, 2024

CITY OF SCHERTZ, TEXAS



Ralph Gutierrez, Mayor

ATTEST:



Sheila Edmondson, City Secretary



Exhibit “A”

Planning and Zoning Commission Bylaws

Planning and Zoning Commission Bylaws

Section 1- Purpose

The Planning and Zoning Commission shall:

- A. Review and approve or make recommendations on applications as set forth in the City of Schertz Unified Development Code.
- B. Make recommendations regarding the implementation of the City's Comprehensive Plan.

Section 2 - Membership and Officers

- A. The Planning and Zoning Commission shall be composed of seven (7) members and two (2) additional members who shall serve as alternates. The alternates will not be seated unless one of the regular members is not in attendance at the start of the meeting. If seated, an alternate shall serve in place of the regular member even if the regular member arrives late. Four (4) members shall make a quorum.
- B. Commissioners shall reside within the corporate limits of the City.
- C. Commissioners shall serve two (2) year staggered terms with the terms of 3 Commissioners and the alternate expiring in odd numbered years and 4 Commissioners expiring in even numbered years.
- D. Terms shall expire on June 30.
- E. The Commission shall hold elections for a chair who shall serve as the presiding officer and vice chair at the first meeting in August of each year. Special elections shall be held as needed if the chair or vice chair's membership ends during their term.

Section 3 - Meetings

- A. Meetings shall generally be held on the first Wednesday of the month. Meetings will be cancelled if there are no items to be considered. The meeting schedule may be adjusted to account for holidays.
- B. Special meetings may be called as needed.
- C. The Commission may establish committees as needed.
- D. Meetings shall comply with the Texas Government Code Chapter 551 (Texas Open Meetings Act).
- E. Each meeting shall provide for citizens to be heard generally as per City Council meetings.

CITIZENS' RIGHTS

- 1 Addressing the Commission. Any person desiring to address the Commission by oral communication shall first secure the permission of the presiding officer.
- 2 Manner of Addressing the Commission - Time Limit. Each person addressing the Commission shall speak at the podium into the microphone (or at another designated location), shall give his/her name and address in an audible tone of voice

for the record, and, unless further time is granted by the Commission, shall, subject to Section E4 below, limit his/her remarks to three (3) minutes or less. All remarks shall be addressed to the Commission as a body, and not to any individual member thereof. No person, other than members of the Commission or City staff (when requested by the presiding officer) and the person having the floor, shall be permitted to enter into any discussion, either directly or through the members of the Commission, unless requested or approved by the presiding officer. No questions shall be asked of the Commission members, except through the presiding officer. Responses to questions may be limited as required by State law.

- 3 Personal and Slandorous Remarks. Any person making personal, impertinent, or slanderous remarks, or who shall become boisterous, either while addressing the Commission or otherwise while in attendance at a Commission meeting, may be requested to leave the meeting, if after receiving a warning from the presiding officer a person persists in disturbing the meeting, and may be removed from the meeting if necessary for the conduct of the remainder of the meeting.
- 4 Public Hearings. After being recognized by the presiding officer, interested persons, or their authorized representatives, may address the Commission with respect to the subject matter of a public hearing being conducted. The presiding officer may establish procedures at a public hearing to limit the amount of time (which, unless modified by the presiding officer, shall be as set forth in Section E2 above) interested persons may speak, subject to the Commission members' right to appeal the presiding officer's ruling pursuant to Section F6. Subject to modification by the presiding officer, and subject to the Commission members' right of appeal pursuant to Section F6, the normal order of a public hearing is as follows: (i) the opening of the hearing and the establishment, if any, of a modified public hearing procedure by the presiding officer; (ii) address to the Commission by any interested person(s); (iii) discussion by the presiding officer and Commission members, including requests for information from City staff or any person(s) who addressed the Commission; and (iv) action by the Commission, if any is posted on the agenda relating to the hearing.
- 5 Written Communications. Interested persons, or their authorized representatives, may address the Commission by written communication in regard to any matter concerning the City's business or over which the Commission has control at any time by direct mail or by addressing the City Secretary, who shall, on the request of the writer, distribute copies to the Commission members.
- 6 Hearing of Residents. There shall be included on the agenda of each Planning and Zoning Commission meeting an item labeled "Hearing of Residents". After being recognized by the presiding officer, members of the public (giving precedence to residents of the City) may address the Commission on items on or not on the agenda at that time, providing they have completed the "Hearing of Residents" form, unless authorized by the presiding officer. The form shall be made available to persons wishing to address the Commission prior to the calling of the meeting to order and

such completed form shall be made available to the presiding officer prior to the calling of the meeting to order. The persons signed up for "Hearing of Residents" must speak during the "Hearing of Residents" portion of the meeting. Commission members and members of City staff may not discuss unposted items nor take any action thereon other than to (1) make a statement of factual information, (2) make a statement of existing City policy, or (3) discuss placing the item on a future agenda. Persons speaking shall be subject to the time limits set forth in Section E2, unless otherwise authorized by the presiding officer.

F. Motions and Meeting Procedures are as follows:

1. Motions. A Commission member, after he/she obtains the floor, or the presiding officer may make a motion on the particular subject of discussion or a procedural point as permitted. A "Second" to the motion, if required, must be made by a Commission member who did not make the motion within a reasonable but brief time period. The presiding officer may not "Second" a motion. A motion or a "Second" merely implies that the maker of the motion and the person who "Seconds" agree that the motion should come before the meeting and not that he/she necessarily favors the motion. Without a "Second", if required, the motion dies. If a motion is made to conditionally approve, deny, recommend conditional approval or recommend denial of an agenda item, the Commission member must also state the reasons for conditional approval, denial, recommend conditional approval or recommend denial, and provide a citation to the regulation, ordinance, and/or law as required by the Unified Development Code.
2. Debate. Debate, if permitted, must be limited to the merits of the issue under discussion as stated by the presiding officer.
3. Motion Procedures. There are twelve (12) types of motions in three (3) categories: Meeting Conduct Motions (4 types), Disposition Motions (7 types), and Main Motions (1 type)*. When any motion is pending, any motion listed above it on the chart below is in order; those below it are out of order.

Section 9.3 through 9.14 are included by permission of Donald A. Tortorice, The ModerRule Order, ABA Publishing, 2nd Edition

Motion	May Interrupt Speaker	Second Required	Debatable	Amendable	Resolved by Chair No Vote	Affirmative Vote by 4 members	2/3 Vote
Meeting Conduct Motions							
point of privilege	yes	no	no	no	yes	no	no
point of procedure or order	yes	no	no	no	yes	no	no
to appeal a ruling	no	yes	yes	no	no	yes	no
to recess	no	yes	yes	yes	no	yes	no
Disposition Motions							
to withdraw	yes	no	no	no	yes	no	no
to postpone	no	yes	yes	yes	no	yes	no
to refer	no	yes	yes	yes	no	yes	no
to amend	no	yes	yes	yes	no	yes	no
to limit or close debate or "call the question"	no	yes	yes	yes	no	no	yes
to extend debate	no	yes	yes	yes	no	yes	no
to count the vote	no	yes	no	no	no**	no	no
Main Motions							
to reconsider	yes	yes	if original motion was debatable	no	no	yes	no
to rescind	no	yes	yes	yes	no	no	yes
to take action	no	yes	yes	yes	no	Yes***	no

**

Mandatory if seconded; no vote required
Unless not allowed

- 4 Point of Privilege. A point of privilege, sometimes called a point of personal privilege, is a communication from a Commission member to the presiding officer, drawing urgent attention to a need for personal accommodation. For example, the point may relate to an inability to see or hear, a matter of comfort, a matter of requested convenience, or an overlooked right of privilege that should have been accorded to the Commission member(s). In essence, it is a call to the presiding officer for the purpose of assuring a Commission member's convenient and appropriate participation in the meeting. Because of its urgent nature, a point of privilege can interrupt a speaker. Because it is addressed to the attention of and action by the presiding officer, it cannot be debated or amended, and no vote is required.
- 5 Point of Procedure or Order. A point of procedure, sometimes called a point of order, is a question addressed to the presiding officer, no seconding is required, and either inquiring into the manner of conducting business or raising a question about the propriety of a particular procedure. It is simply an inquiry and is resolved by correction or clarification by the presiding officer. A point of procedure can interrupt a speaker. Because it is addressed to the attention of and action by the presiding officer, a second is not required, and it cannot be debated or amended, and no vote is taken.
- 6 To Appeal a Ruling. Decisions or rulings of the presiding officer are final on questions of procedure, except that any ruling by the presiding officer's ruling can be appealed to a vote of the Commission. Whenever a Commission member questions the appropriateness or essential fairness of the presiding officer, that member can appeal the ruling to a vote of the meeting. If, however, a motion is out of order as a matter of law (not a proper subject of the meeting, improper notice given, etc.), the presiding officer's ruling cannot be appealed. A motion to appeal cannot interrupt a speaker. To prevent frivolous appeals, a second is required. The motion is subject to debate (which should be brief) and, by its nature, is not amendable. To overrule a procedural decision of the presiding officer, an affirmative vote of four (4) Commission members is required.
- 7 To Recess. A motion to recess requests a brief interruption of the meeting's business, usually so that an ancillary matter can be addressed, or simply to provide a needed break. Unless stated in the motion, the period of recess is decided by the presiding officer. If necessary, a recess can extend the meeting from one day to another, subject to State law. The motion cannot interrupt a speaker, and a second is required. It is debatable, it can be amended, and an affirmative vote of four (4) Commission members is required.
- 8 To Withdraw. Only the maker of the motion can make a motion to withdraw it. It is essentially a communication to the presiding officer that the maker is withdrawing his/her proposal. This is the maker's privilege; thus, it does not require a second. Because the withdrawal motion obviates discussion, it can interrupt a speaker. In addition, because another Commission member later can make a similar motion, a withdrawal motion is not subject to debate, amendment,

or vote. The presiding officer should simply state that the motion is withdrawn, and the meeting should proceed with a new treatment of the issue at hand--or a new issue.

- 9 To Postpone or Extend. These motions may arise from a need for further information, a matter of convenience, or for any other reason that will enable the Commission to deal with the issue more effectively during the same meeting or at a later time. Unless otherwise specifically provided in the motion itself, a postponed or extension motion can be renewed at a later appropriate time during the meeting or, if properly posted, at a later meeting. This motion cannot interrupt a speaker. It requires a second, it is debatable, and it is amendable (particularly as to postponement, timing), and an affirmative vote of four (4) Commission members is required.
- 10 To Refer. A motion to refer is typically used to submit an issue to a committee, usually for study leading to a subsequent recommendation. Because it ordinarily disposes the motion for purposes of the current meeting, a motion to refer is subject to the same rules that apply to a main motion. (See Section F14). This motion cannot interrupt a speaker, and a second is required. It is debatable and amendable, and an affirmative vote of-four (4) Commission members is required.
- 11 To Amend. A motion to amend proposes a change in the wording of a motion then under consideration. When a motion to amend is pending and an amendment to the amendment is proposed, the presiding officer should focus discussion on the latest amendment, resolve that question, then proceed to the first amendment before continuing discussion on the main motion. Votes on amendments are thus in reverse order of the sequence in which they are proposed. A motion to amend cannot interrupt a speaker. It requires a second, and it is debatable and amendable. An affirmative vote of four (4) Commission members is required for approval of the amendment. Note that State law may restrict amendments to proposals that are required to be set forth in the notice of the meeting.
- 12 To Limit or Close Debate or "Call the Question". Because the extent to which an issue is discussed rests primarily with discretion of the presiding officer, it is the presiding officer who carries the burden of ensuring that adequate time and discussion are given to differing points of view. A motion to limit or close debate is therefore an overruling of the presiding officer's determination. A motion to close debate is the same as a motion to "call the question". Because this motion affects the most fundamental right of any Commission member, the right to speak one's views, it is the only procedural motion that requires an affirmative vote of two-thirds of participants voting.
- 13 To Count the Vote. A motion to count the vote should be limited to those circumstances where the convenient hearing of "yeas" and "nays" cannot clearly resolve the issue. It represents the right of a Commission member to have a vote demonstrated by count. That count can be directed by the presiding officer either as a showing of hands or a standing of voting members while the vote is recorded.

Upon completion of the count, the presiding officer announces the result-and final disposition of the issue voted upon. This motion cannot interrupt a speaker. It requires a second; it is neither debatable nor amendable; and, because of the importance of the matter, it should be considered mandatory; thus, no vote is required.

- 14 Motion to Reconsider. Allows a main motion to be brought back before the Commission for consideration. May be made only at the meeting at which the vote to be reconsidered was taken. It may be made by any member of the Commission. Any Commission member may second it. It can be made while any other question is pending, even if another member has the floor. It requires a majority vote to pass. A motion may only be reconsidered twice. If the reconsideration is moved while another subject is before the Commission, it cannot interrupt the pending business, but, as soon as the pending business has been disposed of the motion has the preference over all other main motions and general business of the agenda. In such a case the presiding officer does not state the question on the reconsideration until the immediately pending business is completed.
- 15 Motion to Rescind. The motion to rescind is a main motion without any privilege, may only be made when there is nothing else before the Commission and must be made at the same meeting at which the subject matter of the motion was considered, and it requires a two-thirds vote of the commission members. It cannot be made if a motion to reconsider has been previously made. The motion to rescind can be applied to votes on all main motions with the following exceptions: votes cannot be rescinded after something has been done as a result of that vote that the Commission cannot undo; or, where a resignation has been acted upon, or one has been appointed to, or expelled from, a committee or office, and was present or was officially notified. In the case of expulsion, the only way to reverse the action afterwards is to restore the person to the committee or office, which requires the same preliminary steps and vote as is required for the original appointment.
- 16 To Take Action: Main Motions. Main motions state proposed policy or action on a substantive issue being considered by the Commission. As such, the motion is an initial call to take particular action. Although lowest in precedence among all motions, main motions are clearly the most important: through their content, the business decisions of the Commission are determined. A main motion can be made only when a prior main motion has been disposed of. It cannot interrupt a speaker; a second is required; it is debatable and amendable; and an affirmative vote of four (4) Commission members is required unless a greater vote is prescribed by the Charter or State law.

- 17 Effect of Abstentions; action on required Abstentions; Effect of non-required Abstentions. The following rules shall apply when a Commission Member abstains from voting on an item:

a. When the Commission Member is Legally Obligated to Abstain from Voting.

When a Commission Member is legally obligated to abstain from voting pursuant to Texas Local Government Code Chapter 171, a local ordinance or the City Charter then the Commission Member shall leave the dais and exit City Council Chambers until such time as the debate and vote on the item has been concluded. Staff shall record that the Commission Member left the room and abstained from the vote in the official minutes and there shall be no other effect.

b. When the Commission Member Has No Legal Obligation to Abstain from Voting.

When a Commission Member has no legal obligation to abstain from voting, then an abstention shall be recorded in the minutes as an abstention and shall procedurally be treated as a “no” vote.



PLANNING AND ZONING COMMISSION MEETING: 08/05/2026
Agenda Item 5 A

TO: Planning and Zoning Commission
PREPARED BY: Daisy Marquez, Senior Planner
SUBJECT: Minutes for the July 22, 2026 Special Session Meeting.

Attachments

Draft Minutes for the July 22, 2026 Special Session Meeting

DRAFT

PLANNING AND ZONING SPECIAL SESSION MINUTES

July 22, 2026

The Schertz Planning and Zoning Commission convened on July 22, 2026 at 6:00 p.m. at the Municipal Complex, Council Chambers, 1400 Schertz Parkway Building #4, Schertz, Texas.

Present: Clayton Wallace, Chair; Glen Outlaw, Commissioner; Roderick Hector, Commissioner; Sonya Laredo-Reyes, Commissioner; Francisco Velazquez, Commissioner; Sean Grady, Commissioner

Absent: Patrick McMaster, Vice Chair; David Hughes, Commissioner; Jesse Anguiano, Commissioner

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

1. CALL TO ORDER

Chairman Clayton Wallace called the meeting to order at 6:00 p.m.

2. SEAT ALTERNATE TO ACT IF REQUIRED

Commissioner Sean Grady was seated as an alternate.

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 July 1, 2026 Regular Meeting.

There was no discussion.

Motioned by Commissioner Glen Outlaw to approve the minutes, seconded by Commissioner Roderick Hector

Vote: 6 - 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. PLZC20260166** - Hold a public hearing and make a recommendation on a zone change request on approximately 0.26 acres of land from General Business District (GB) to Main Street Mixed-Use District (MSMU), generally located approximately 50-feet southwest of the intersection of Main Street and Lindbergh Avenue, specifically known as Guadalupe County Property Identification Number 67454, City of Schertz, Texas.

Mrs. Marquez gave a presentation on PLZC20260166.

Chairman Clayton Wallace opened the Public Hearing at 6:04 p.m.

No one spoke.

Chairman Clayton Wallace closed the Public Hearing at 6:04 p.m.

Motioned by Commissioner Glen Outlaw to recommend approval to City Council, seconded by Commissioner Roderick Hector

Vote: 6 - 0 Passed

6. REQUESTS AND ANNOUNCEMENTS:

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

Chairman Clayton Wallace requested an update on the Unified Development Code (UDC) Amendments.

- B.** Announcements by Commissioners

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

No announcements were made.

- C.** Announcements by City Staff.

- City and community events attended and to be attended.

No announcements were made.

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

A. Current Projects and City Council Status Update

8. ADJOURNMENT OF THE REGULAR MEETING

Chairman Clayton Wallace adjourned the meeting at 6:07 p.m.

Chairman, Planning and Zoning Commission

Recording Secretary, City of Schertz



PLANNING AND ZONING COMMISSION MEETING: 08/05/2026

Agenda Item 6 A

TO: Planning and Zoning Commission
PREPARED BY: Brandon Elliott, Planner
SUBJECT: **PLSPU20260130** - Hold a public hearing and make a recommendation on a request for a Specific Use Permit to allow Automobile Repairs and Service, Major on an approximately 1.19 acres of land located approximately 1,200 feet south of the intersection of Borgfeld Rd and FM 3009, more specifically known as Guadalupe County Property Identification Number 67644, City of Schertz, Texas.

BACKGROUND

The applicant is requesting a Specific Use Permit (SUP) to allow Automobile Repairs and Service, Major, in General Business District (GB) on approximately 1.19 acres of land. As per UDC Article 16, Automobile Repair and Service, Major is defined as general repairs or reconditioning of engines, air-conditioning systems, and transmissions for motor vehicles; wrecker or towing service with on-site storage of vehicles; collision services including body, frame, or fender straightening or repair; customizing; painting; vehicle steam cleaning; tire retreading; muffler services; upholstery shop; insurance estimations with on-site storage; undercoating and rust proofing, and other similar uses.

On July 24, 2026, six (6) public hearing notices were mailed to the surrounding properties within a 200-foot notification boundary of the subject property. At the time of the staff report, zero (0) responses in favor, zero (0) responses neutral, and zero (0) responses in opposition have been received. A public hearing notice will be published in the "San Antonio Express" prior to the City Council Meeting. Additionally, one (1) sign was placed on the subject property by the applicant. The City of Schertz Fire, EMS, and Police Departments have been notified of the proposed Specific Use Permit and did not provide objections.

Subject Property:

	Zoning	Land Use
Existing	General Business District	Undeveloped
Proposed	General Business District with SUP to allow Automobile Repairs and Service, Major	Automobile Repairs and Services, Major

Adjacent Properties:

	Zoning	Land Use
North	General Business District	Undeveloped
South	General Business District	Undeveloped
East	General Business District	Undeveloped
West	Right-of-Way; FM 3009/ Roy Richard Dr.	(Principal Arterial 120'-130' ROW)

GOAL

The applicant is requesting a Specific Use Permit on approximately 1.19 acres of land to allow Automobile Repairs and Service, Major in General Business District (GB). As per the letter of intent, Express Oil Change, the proposed business offers services which include oil changes, AC repair, brakes, battery alignment, inspections, tire repair, drive train, and state inspections. Based on the described list of services provided, the proposed business would be classified as Automobile Repairs and Services, Major.

COMMUNITY BENEFIT

It is the City's desire to promote safe, orderly, efficient development and ensure compliance with the City's vision of future growth.

SUMMARY OF RECOMMENDED ACTION

When evaluating Specific Use Permits, Staff uses the criteria listed in UDC Section 21.5.11.D. The criteria are listed below:

1. The proposed use at the specified location is consistent with the policies of the adopted Comprehensive Land Plan, or any other applicable adopted plans. The proposed Specific Use Permit is consistent with the policies of the Comprehensive Land Plan.

The subject property is designated as Local Corridor in the Comprehensive Land Use Plan- Future Land Use Map. Local Corridor is described as areas with locally oriented commercial and entertainment situated along medium to high-volume collector roads with neighborhoods at the perimeter. When considering zone changes in Local Corridor, the scale and intensity of the uses allowed within the proposed zoning shall be of a scale and intensity that is compatible with the surrounding residential neighborhoods. The proposed Specific Use Permit is consistent with the policies of the Comprehensive Plan as it meets the scale and intensity of the immediately surrounding area. The subject property is located along FM 3009, which is a Principal Arterial. To the north of the subject property is undeveloped land, and the Specs and HealthTexas businesses. To the south and the east of the property are undeveloped land.

2. The proposed use is consistent with the general purpose and intent of the applicable zoning district regulations.

General Business District (GB) is intended for non-residential uses which offer a wide variety of retail and service establishments that are generally oriented toward serving the overall needs of the entire community and that are located on appropriately designed principal transportation corridors. The proposed Specific Use Permit to allow Automobile Repairs and Service, Major is located along FM 3009, which is a major transportation corridor. While the Automobile Repairs and Services Major use would allow for intense uses like wrecker or towing service with on-site storage of vehicles, collision services including body, frame, or fender straightening or repair, and undercoating and rust proofing services, the proposed business would provide services that would be generally oriented to serving the needs of the entire community. The applicant's business provides oil changes, ac repair, drive train work, tire alignment and repair, brake rotors and brake pads, cooling and fuel system work, starter and alternator work, shocks and struts, exhaust and muffler, as well as steering and suspension.

3. The proposed use is compatible with and preserves the character and integrity of adjacent developments and neighborhoods.

There are no businesses directly adjacent to the subject property, as the adjacent lots are all undeveloped land zoned General Business District (GB). This proposed business is consistent with other similar businesses located along FM 3009, like Christian Brothers Automotive, Classic Collision located off of Borgfeld, which received an SUP in 2024 via Ordinance 24-S-02, and Total True Automotive located at 1000 FM 3009, which received an SUP for Automotive Repair & Service Major via Ordinance No. 15-S-39. The conditions that staff are recommending for the proposed SUP are consistent with other SUPs that have been granted in the past.

4. The proposed use will not adversely affect the overall health, safety, or general welfare of the City.

The Specific Use Permit would allow for this business to provide services that are existing along the FM 3009 corridor. If the Specific Use Permit is approved, the applicant will still need to submit and apply for the subsequent development applications, including platting, site plan, and building permits. The subject property will need to meet all site design requirements and building code requirements. The Engineering Department reviewed

the application and noted that at the time of Site Plan they will need to adjust their layout to accommodate the Right-of-Way for FM 3009. While the proposed uses by the applicant would not adversely affect the overall health, safety, or general welfare of the City, allowing the full scope of Automobile Repair and Services, Major, could adversely affect the overall health, safety, or general welfare of the City. Staff is recommending approval of the SUP with the condition that the following uses are not permitted: wrecker or towing services with on-site storage of vehicles, collision services including body, frame, or fender straightening or repair, customizing or painting, vehicle steam cleaning, insurance estimates with on-site storage, undercoating and rustproofing, and other similar uses.

5. Whether other factors are deemed relevant and important in the consideration of the Specific Use Permit.

The Planning and Zoning Commission and City Council have not provided additional criteria for consideration of the Specific Use Permit. TxDOT is currently in the design phase of an FM 3009 grade separation over the railroad tracks at FM 3009 and FM 78. This proposed development will need to consider the TxDOT project in their site layout. The City of Schertz Fire, EMS, and Police Departments have been notified of the Specific Use Permit and did not provide objections.

RECOMMENDATION

Staff recommends approval of the requested Specific Use Permit to allow Automobile Repair and Service, Major in General Business District (GB), conditioned upon the following:

- The following uses are not permitted: wrecker or towing service with on-site storage of vehicles; collision services including body, frame, or fender straightening or repair; customizing or painting; vehicle steam cleaning; insurance estimations with on-site storage; undercoating and rust proofing, and other similar uses to be allowed on site.
- A building permit is approved within (3) years of the adoption of the Specific Use Permit Ordinance in accordance with Unified Development Code Article 5, Section 21.5.11.F Expiration of Specific Use Permit and allowing for the development process due to the subject property location on FM 3009 and consideration by TxDOT.

Attachments

Aerial Exhibit
200-Foot Notification Map



SCHERTZ
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SUP -Express Oil Change
GCAD - Property ID 67644
(PLSPU20260130)

- County Boundaries
- Schertz Municipal Boundary
- ETJ
- Project Boundary

- Highways
- Major Roads
- Minor Roads
- Freeway
- Principal Arterial

- Planned Principal Arterial
- Planned Residential Collector
- Planned Secondary Arterial
- Planned Commercial Collector B
- Planned Secondary Rural Arterial
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- Schertz Lift Station
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- Private Lift Station

- Sewer Main
- Schertz Gravity
- Schertz Pressure
- Neighboring Gravity
- Private Pressure

0 100 200 400 Feet



SCHERTZ
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Last update: June 15, 2026
City of Schertz, GIS Specialist: Bill Gardner, gis@schertz.com (210) 619-1185

The City of Schertz provides this Geographic Information System product "as is" without any express or implied warranty of any kind including but not limited to the implied warranties of merchantability and fitness for a particular purpose. In no event shall The City of Schertz be liable for any special, indirect, or consequential damages or any damages whatsoever arising out of or in connection with the use of or performance of these materials. Information published in this product could include technical inaccuracies or typographical errors. Periodical changes may be added to the information herein. The City of Schertz may make improvements and/or changes in the product(s) described herein at any time.

City of Schertz
SUP - Express Oil Change
GCAD - Property ID 67644
(PLSPU20260130)

 Project Boundary  Parcels
 200' Buffer



0 100 200 400
Feet



PLANNING AND ZONING COMMISSION MEETING: 08/05/2026

Agenda Item 6 B

TO: Planning and Zoning Commission
PREPARED BY: Daisy Marquez, Senior Planner
SUBJECT: **PLUDC20260182** - Hold a public hearing and make a recommendation on amendments to Part III of the Schertz Code of Ordinances, Unified Development Code (UDC), to Article 5, Section 21.5.8 Permitted Use Table, and Article 16 Definitions.

BACKGROUND

As per the Unified Development Code (UDC) 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 (SUP). The Planning and Zoning Commission held a lengthy discussion on Data Centers on July 1, 2026, and no action was taken. At the July 21, 2026, City Council meeting, Councilmember Watson requested a UDC amendment for Data Centers to be defined and to add the land use to the permitted use table.

The proposed UDC amendments include modifications to Article 5, Section 21.5.8- Permitted Use Table and Article 16- Definitions; to create a definition of Data Centers and add it to the Permitted Use Table.

Proposed Amendments:

Staff is proposing modifications to the following sections and subsections:

Article	UDC Section	Proposed Amendment
Article 5	Section 21.5.8 — Specifically the Permitted Use Table	Require a Specific Use Permit (SUP) for Data Centers in Manufacturing (Light) District (M-1) and in Manufacturing (Heavy) District (M-2)
Article 16	Definitions	<i>Data Center:</i> A building or group of buildings used for housing and running large computer systems, storing computer servers, data storage devices, and network equipment for the processing, storing, retrieval, collection, and transmitting of information and data.

GOAL

To amend Part III of the Schertz Code of Ordinances, Unified Development Code (UDC) Article 5 Section 21.5.8 Permitted Use Table and Article 16- Definitions.

COMMUNITY BENEFIT

It is the City's desire to promote safe, orderly, efficient development and ensure compliance with the City's vision of future growth.

SUMMARY OF RECOMMENDED ACTION

For Unified Development Code Amendments, staff looks toward the criteria listed in UDC Section 21.4.7.D. The criteria are listed below:

1. The proposed amendment promotes the health, safety, and general welfare of the City;

The proposed amendments promote the general welfare of the City by providing clarity on new uses for developers and granting City Council discretion over each proposal. The City of Schertz Unified Development Code did not have a definition for Data Centers, and the use was not included in the Permitted Use Table. The proposed amendment to Article 16- Definitions defines Data Center as a use so that it is not identified as another type of use. The amendment to Article 5, Section 21.5.8 Permitted Use Table clearly defines the specific process within the permitted zoning districts a proposed Data Center use must go through. Requiring a Specific Use Permit (SUP) allows City Council to have discretion over any proposed Data Centers. Additionally, the Specific Use Permit process allows an avenue for conditions required for the development of any proposed Data Centers.

2. The proposed amendment is consistent with the goals, objectives, and policies of this UDC and the City;

The intent of the Unified Development Code, per UDC Section 21.1.2, includes the safe, orderly, and efficient development and expansion of the City. As per UDC Section 21.5.1, the purpose and intent of zoning districts is to promote public health, safety, and welfare by considering the character of each zoning district and encouraging the most appropriate use of land throughout the City. The proposed amendments include requiring an approved Specific Use permit (SUP) in Manufacturing (*Light*) District (M-1) and Manufacturing (*Heavy*) District (M-2) for any proposed Data Center within the City. Manufacturing (*Light*) District (M-1) is intended for the development of light industrial, assembly, manufacturing, warehouse, and distribution facilities that should not emit dust, smoke, or odor detectable beyond their property boundaries. Manufacturing (*Heavy*) District (M-2) is intended for intensive industrial and manufacturing activities that tend to emit noise, odor, dust, smoke, and vibrations under controlled conditions. These two zoning districts are the most intensive zoning districts that are not compatible or appropriate within proximity or adjacent to residential uses or zoning. Requiring a Specific Use Permit in these two zoning districts restricts Data Centers to zoning districts intended for heavy and light industrial uses. Data Centers are proposed to not be permitted in General Business District -II (GB-2) due to the location of currently approved General Business District-II (GB-2) zoning along IH-10, IH-35, and adjacent to residential uses. With the proposed amendments, the application procedure and hearing process for any proposed Data Center is clearly identified and can be implemented.

3. The proposed amendment corrects an error, meets the challenge of changing conditions, or is in response to changes in state law; and

The proposed amendments are not a result of an error or state law. The proposed amendments to Article 5 and 16 are to update the Unified Development Code as a result of a new use and a request by the Planning and Zoning Commission and City Council. Previously, there was no definition of Data Centers in Article 16, and it was not listed in the Permitted Use Table under Article 5.

4. Other factors which are deemed relevant and important in the consideration of the amendment.

The Planning and Zoning Commission and City Council requested amendments to the Unified Development Code to add Data Centers and require Specific Use Permits. Staff has ensured all UDC requirements have been met for the proposed Unified Development Code Amendments.

RECOMMENDATION

Staff recommends approval of PLUDC20260182.

Attachments

Article 5, Section 21.5.8 and Article 16- REDLINES

Article 5, Section 21.5.8. and Article 16- Proposed Amendments- CLEAN

Proposed UDC Amendment

Article 5- Section 21.5.8. – Permitted Use Table

RESIDENTIAL USES															PERMITTED USES	COMMERCIAL/INDUSTRIAL USES							
PRE	AD	RA	R-1	R-2	R-3	R-4	R-5	R-6	R-7	MHS	MHP	GH	MSMU	MSMU-ND		TH	OP	NS	GB	GB-2	M-1	M-2	PUB
Predevelopment	Agricultural District	Residential/Agricultural	Single Family— 1	Single Family— 2	Two-Family	Apartment/Multi-Family	Middle Density Residential District	Single Family— 6	Single Family— 7	Manufactured Home Subdivision	Manufactured Home Park	Garden Home	Main Street Mixed	Main Street Mixed Use—		Townhome District	Office & Professional	Neighborhood Service	General Business	General Business— 2	Manufacturing— Light	Manufacturing— Heavy	Public Use District
																Data Center					S	S	

No other changes are proposed.

ARTICLE 16. DEFINITIONS

Data Center: A building or group of buildings used for housing and running large computer systems, storing computer servers, data storage devices, and network equipment for the processing, storing, retrieval, collection, and transmitting of information and data.

Proposed UDC Amendment

Article 5- Section 21.5.8. – Permitted Use Table

RESIDENTIAL USES															PERMITTED USES	COMMERCIAL/INDUSTRIAL USES							
PRE	AD	RA	R-1	R-2	R-3	R-4	R-5	R-6	R-7	MHS	MHP	GH	MSMU	MSMU-ND		TH	OP	NS	GB	GB-2	M-1	M-2	PUB
Predevelopment	Agricultural District	Residential/Agricultural	Single Family — 1	Single Family — 2	Two-Family	Apartment/ Multi-Family	Middle Density Residential District	Single Family — 6	Single Family — 7	Manufactured Home Subdivision	Manufactured Home Park	Garden Home	Main Street Mixed	Main Street Mixed Use—		Townhome District	Office & Professional	Neighborhood Service	General Business	General Business— 2	Manufacturing— Light	Manufacturing— Heavy	Public Use District
																Data Center					S	S	

No other changes are proposed.

ARTICLE 16. DEFINITIONS

Data Center: A building or group of buildings used for housing and running large computer systems, storing computer servers, data storage devices, and network equipment for the processing, storing, retrieval, collection, and transmitting of information and data.



PLANNING AND ZONING COMMISSION MEETING: 08/05/2026

Agenda Item 7 A

TO: Planning and Zoning Commission
PREPARED BY: Brandon Elliott, Planner
CASE: PLPP20260176 Waiver
SUBJECT: **PLPP20260176 Waiver** — Consider and act upon a request for a waiver in relation to on-site sewer facilities for the Preliminary Plat of the Ware-Seguin Subdivision, approximately 17 acres of land, known as 11444 Ware Seguin, more specifically known as Bexar County Property Identification Numbers 619175, 1457269, and 1457270, City of Schertz, Bexar County, Texas.

GENERAL INFORMATION:

Owners: Roberto Gonzalez, Gonzalez S&E Family Trust, Jose Osorio, Leticia Sanchez
Applicant: Hector Hinostroza P.E., HSH Engineering

ITEM SUMMARY:

The applicant is proposing to preliminary plat approximately 17 acres of land in order to establish three (3) buildable residential lots. The subject property is currently zoned Single-Family Residential/Agricultural District (R-A). The applicant is seeking approval of a waiver to UDC Article 15, Easements and Utilities, Section 21.15.3 A: Wastewater Systems- Wastewater Connection Required and Section 21.15.3.D: Wastewater Systems - Future Extension of Lines. All lots within a subdivision are required to extend sewer across the property frontage and connect to public sanitary sewer systems unless otherwise approved by the City.

GENERAL LOCATION AND SITE DESCRIPTION:

The site is currently undeveloped and is located at 11444 Ware Seguin Road, Schertz, Texas 78154, also known as Bexar County Property Identification Numbers 619175, 1457269, and 1457270.

PUBLIC IMPROVEMENTS:

The applicant is seeking approval of a waiver to the requirement to connect to a public sanitary sewer and extend wastewater services. The property is located within the City of Schertz Sewer CCN. In accordance with UDC Article 15, Easements and Utilities, Section 21.15.3.A: Wastewater Systems - Wastewater Connection Required and Section 21.15.3.D: Wastewater Systems - Future Extension of Lines, all lots within a subdivision are required to extend sewer across the property frontage and to connect to public sanitary sewer systems unless otherwise approved by the City.

Based on the requirements of the UDC, not connecting to a public sanitary sewer system, not extending a wastewater line across the frontage of the property, and the use of an on-site sewer facility (OSSF) requires a waiver to be granted by the Planning and Zoning Commission, as detailed in UDC Section 21.12.5: Waivers.

STAFF ANALYSIS AND RECOMMENDATION:

The proposed plat is for the creation of three (3) residential lots that will utilize on-site sewer facilities (OSSF). The closest sewer connection is approximately over 5,400 feet away.

The City of Schertz Engineering Department has conducted a review of the waiver and recommends conditional approval of the request, as the closest sewer main connection is over 5,400 feet away.

The City of Schertz Engineering Department recommends approval of the proposed sewer waiver with the

following conditions:

1. Once the sewer main is extended in the future and able to provide service to the proposed subdivision, the property owners will cease operation of the septic system and connect to the sewer system.

Staff recommends approval of the proposed waiver with the following conditions:

1. Once the sewer main is extended in the future and able to provide service to the proposed subdivision, the property owners will cease operation of the septic system and connect to the sewer system.

Planning Department Recommendation	
	Approve as submitted
X	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:

Section 21.12.15- Waivers:

A. General. 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. In making their findings, the Planning and Zoning Commission shall take into account the nature of the proposed use of the land involved and existing uses of land in the vicinity, the number of persons who will reside or work in the proposed subdivision, and the probable effect of such waivers upon traffic conditions and upon the public health, safety, convenience, and welfare in the vicinity. Waivers shall not be granted unless the Planning and Zoning Commission finds:

1. That 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. That the granting of the waiver will not have effect of preventing the orderly subdivision of land in the area in accordance with the provisions of this UDC.

B. The Planning and Zoning Commission may establish a time period for execution of each granted waiver.

C. Such findings together with the specific facts on which such findings are based shall be incorporated into the official minutes of the Planning and Zoning Commission meeting at which such exception is granted.

D. Planning and Zoning Commission shall not authorize a waiver that would constitute a violation of a valid law, ordinance, code or regulation of the City.

E. Any decision of the Planning and Zoning Commission regarding waivers to the provisions of this Article may be appealed to the City Council. When considering an appeal, the City Council shall consider the same standards as the Planning and Zoning Commission as outlined above.

Attachments

Aerial Exhibit

Ware Seguin Subdivision Preliminary Plat

Engineering Memo



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Ware-Seguin Subdivision
PLPP20260176

- County Boundaries
- Schertz Municipal Boundary
- ETJ
- Project Boundary

- Highways
- Major Roads
- Minor Roads
- Freeway
- Principal Arterial

- Planned Principal Arterial
- Planned Residential Arterial
- Planned Secondary Arterial
- Planned Secondary Rural Arterial

- Residential Collector
- Planned Residential Collector
- Planned Commercial Collector B
- Commercial Collector A
- Planned Commercial Collector A

- 1"
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- 8"
- 10"
- 12"
- 16"
- 18"

- 20"
- 24"
- 30"
- 36"
- Unknown

- Hydrant
- Manholes
- CCMA Lift Station
- Private Lift Station

- Schertz Lift Station
- CCMA Treatment Plant
- Schertz Treatment Plant

- Sewer Main
- Schertz Gravity
- Schertz Pressure
- Neighboring Gravity
- Private Pressure



Memo

To: Planning and Zoning Commission via Brandon Elliott, Planner
From: Eric Schulze, P.E., Engineer 
Date: July 27, 2026
Re: Recommendation for Waiver to Requirement to Extend Public Sanitary
Sewer to Serve the Ware Seguin Sub'd – Plat of Block 1, Lots 1-3

The request for a waiver to the requirement to extend public sanitary sewer to serve the proposed Ware Seguin Sub'd – Plat of Block 1, Lot 1-3 (on Ware Seguin Rd, 5,400 ft east of Boenig Dr and 6,700 ft west of Pfeil Rd) is recommended for approval. The request for the waiver has been reviewed and found to be reasonable. No sanitary sewer facilities exist in the area of the proposed subdivision. The closest possible sewer connection point is an 8 inch main within the Reserve at Schertz II, Unit 1 along Boenig Rd. Therefore, Engineering supports the granting of the waiver and notes that it is consistent with similar waivers granted in the City.

Staff has verified that the proposed platting is laid-out in a manner to provide for future connection to a public sanitary sewer system. Once public infrastructure has been extended to the area to provide sanitary sewer service, the subdivision will be required to connect to the sewer system, in accordance with Section 90-78 of the Code of Ordinances.

Any new OSSF needed to serve the proposed lot(s) in the proposed Plat will be reviewed and permitted through Bexar County. A building permit will not be issued without either a Bexar County OSSF approved permit or extension of and connection to the public system.



PLANNING AND ZONING COMMISSION MEETING: 08/05/2026

Agenda Item 7 B

TO: Planning and Zoning Commission
PREPARED BY: Brandon Elliott, Planner
CASE: PLPP20260176 Preliminary Plat
SUBJECT: **PLPP20260176** - Consider and act upon a request for approval of a Preliminary Plat of the Ware-Seguin Subdivision, approximately 17 acres of land, known as 11444 Ware Seguin, more specifically known as Bexar County Property Identification Numbers 619175, 1457269, and 1457270, City of Schertz, Bexar County, Texas.

GENERAL INFORMATION:

Owner: Roberto Gonzalez, S & E Family Living Trust, Jose Osorio & Leticia Sanchez
Applicant: Hector Hinostroza P.E.; HSH Engineering

APPLICATION SUBMITTAL DATE:

Date:	Application Submittal Type:
July 20th, 2026	Preliminary Plat Application

ITEM SUMMARY:

The applicant is proposing to preliminary plat approximately 17 acres of land to establish three (3) buildable residential lots, identified as Lots 1, 2, 3, Block 1, for a total of approximately 17 acres. The subject property is currently zoned Single-Family Residential/Agricultural District (R-A). The land is currently undeveloped, and any additional developments must adhere to the design requirements as dictated by the Unified Development Code.

GENERAL LOCATION AND SITE DESCRIPTION:

The property is currently undeveloped and is located at 11444 Ware Seguin Road, also known as Bexar County Property Identification Numbers 619175, 1457269, 1457270, City of Schertz, Bexar County, Texas.

ACCESS AND CIRCULATION:

All three proposed lots have frontage on Ware Seguin Road.

TREE MITIGATION AND PRESERVATION:

The applicant will be responsible for complying with Unified Development Code (UDC), Section 21.9.9 Tree Preservation and Mitigation. At this time the applicant has indicated no intention of removing trees.

PUBLIC SERVICES:

The proposed Ware-Seguin Subdivision will be serviced by the City of Schertz for water. The property is within the San Antonio River Authority and City of Schertz Sewer CCN. The applicant has requested a waiver to not connect to the public sanitary sewer system or extend the public sanitary sewer. The applicant intends to utilize on-site sewage facilities (OSSF), and if the waiver is granted, the site will be serviced by OSSF.

PUBLIC IMPROVEMENTS:

All public improvements required for this subdivision are required to be installed prior to recording of the final plat per UDC, Section 21.4.15., unless otherwise specified in an approved improvement agreement.

Water: This subdivision is in the City of Schertz CCN will be served by the City of Schertz through a 12-inch water line that runs along Ware Seguin Road.

Sewer: The applicant has provided a waiver request to the requirement to connect and extend public sanitary sewer to serve the proposed Ware-Seguin Subdivision. The applicant will utilize on-site sewer facilities for their future development. On-site Sewer Facilities are permitted through Bexar County.

Drainage: The applicant is responsible for all drainage associated with the subject property, and for compliance with Stormwater regulations. A preliminary Stormwater Management Plan has been reviewed and approved by the City Engineer.

Sidewalks, Hike and Bike Trails: No sidewalks or hike and bike trails are required to be constructed by the applicant at this time.

Road Improvements: No road improvements will be required to be completed by the applicant. The applicant is dedicating 0.123-acres of Right-Of-Way along Ware Seguin Rd.

STAFF ANALYSIS AND RECOMMENDATION:

The proposed preliminary plat is generally consistent with the applicable requirements, ordinances, and regulations. The proposed preliminary plat has been reviewed with no objections by the Engineering, Fire, and Planning Departments. Staff recommends approval of the preliminary plat as proposed.

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:

The Planning and Zoning Commission is the final approval authority of the proposed preliminary plat. In considering final action on a preliminary plat, the Commission should consider the criteria within UDC, Section 21.12.8 D.

Attachments

Aerial Exhibit

Ware Seguin Subdivision Preliminary Plat



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Ware-Seguin Subdivision
PLPP20260176

- County Boundaries
- Schertz Municipal Boundary
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- Project Boundary

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- Schertz Lift Station
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- Schertz Treatment Plant

- Sewer Main
- Schertz Gravity
- Schertz Pressure
- Neighboring Gravity
- Private Pressure



PLANNING AND ZONING COMMISSION MEETING: 08/05/2026
Agenda Item 9 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 July 11, 2026, to July 27, 2026.

- Club Car Wash- A proposed 4,375 square foot automatic car wash on approximately 1.2 acres of land known as 17455 N IH 35 N, zoned General Business District (GB).

CITY COUNCIL RESULTS: No planning applications went to City Council from July 11, 2026, to July 27, 2026.

ADMINISTRATIVELY APPROVED PROJECTS: No new administratively approved applications from July 11, 2026, to July 27, 2026.
