



**Planning & Zoning Commission Regular Meeting Agenda**  
**Tuesday, July 23, 2024 6:30 PM**  
**Kyle City Hall, 100 W. Center Street, Kyle, TX 78640**

**I. Call Meeting to Order and Roll Call**

**II. Approval of Minutes**

1. Consider approval of the Planning and Zoning Commission June 25, 2024 Meeting Minutes.  
(Item Presenter: Debbie Guerra, Project Development Coordinator)  
[Exhibit 1 - June 25, 2024 Draft Regular Minutes](#)

**III. Citizen Comment Period with Planning & Zoning Commission**

Citizen Comment Period. The Planning and Zoning Commission welcomes comments from Citizens early in the agenda of regular meetings. Speakers are provided with an opportunity to speak during this time period on any agenda item or any other matter concerning city business, and they must observe the three-minute time limit.

**IV. Consider and Possible Action**

2. Consider approval of a request to rezone approximately 1.5 acres of land from 'A' (Agriculture) to 'RS' (Retail Services ) for property located at 1417 Bunton Creek Road. (Z-23-0124)
  - Public Hearing  
(Item Presenter: Jason Lutz, Planning Manager)  
[Exhibit 1 - Staff Memo](#)  
[Exhibit 2 - Presentation](#)  
[Exhibit 3 - Summary Request Letter](#)  
[Exhibit 4 - Landowner Authorization Form](#)  
[Exhibit 5 - Deed](#)
3. Consider approval of a Conditional Use Permit for a Martial arts and leasable office/retail space located at 111 S. Main Street. (Conditional Use Permit - CUP-24-0111)  
(Item Presenter: Jason Lutz, Planning Manager)  
[Exhibit 1 - Staff Memo](#)  
[Exhibit 2 - Presentation](#)  
[Exhibit 3 - Color Renderings Elevations](#)  
[Exhibit 4 - Summary Letter](#)  
[Exhibit 5 - Landowner Authorization Form](#)  
[Exhibit 6 - Franchise Tax Account Status Form](#)  
[Exhibit 7 - Deed](#)

4. Consider approval of a request to remove a 41" Live Oak tree per Sec. 54-12 for a tree located at 2242 Kohlers Crossing.  
 (Item Presenter: Kaela Sharp, Senior Planner)  
[Exhibit 1 - Staff Memo](#)  
[Exhibit 2 - Presentation](#)  
[Exhibit 3 - Original Site Plan and Tree Report](#)  
[Exhibit 4 - Summary Letter](#)  
[Exhibit 5 - Proposed On-site Mitigation Plan](#)
  
5. Consider and possible action on a recommendation to the City Council regarding an Ordinance proposing sign and zoning code amendments to Ch. 29 and Ch. 53 of the City of Kyle Code of Ordinances.
  - Public Hearing  
 (Item Presenter: Kaela Sharp, Senior Planner)  
[Exhibit 1 - Staff Memo](#)  
[Exhibit 2 - Presentation](#)  
[Exhibit 3 - Chapter 53 Proposed Amendments](#)  
[Exhibit 4 - Chapter 53 Ordinance](#)  
[Exhibit 5 - Chapter 29 Proposed Amendments](#)  
[Exhibit 6 - Chapter 29 Ordinance](#)

**V. Reports and Presentations**

6. Staff Report.  
 (Item Presenter: Will Atkinson, Director of Planning)  
[Exhibit 1 - Presentation](#)

**VI. Adjourn**

One or more members of the board may participate in the meeting by videoconference pursuant to Section 551.127, Texas Government Code, provided that a quorum of the board will be present at Kyle City Hall.

NOTE: There may be a quorum of the City Council of Kyle, Texas present at the meeting who may participate in the discussion. No official action will be taken by the City Council members in attendance.

Posted this 19th day of July, 2024, prior to 5:00 p.m.

*At any time during the Planning and Zoning Commission meeting, the Planning and Zoning Commission may elect to go into an Executive Session to discuss any item on the agenda for which state law authorizes an Executive Session to be held. If the Planning and Zoning Commission elects to go into an Executive Session regarding an agenda item, the presiding officer will first announce the section of the law authorizing a closed meeting. The description of an item in Executive Sessions constitutes the written interpretation by the City Attorney of Chapter 551 of the Texas Government Code and the legal opinion of the City Attorney that said item may be discussed in a closed meeting.*

Under the Americans with Disabilities Act, an individual with a disability must have equal opportunity for effective communication and participation in public meetings. Kyle

City Hall is wheelchair accessible. Individuals who require auxiliary aids, interpretive services, and/or other services for this meeting should submit a request at <https://www.cityofkyle.com/contact> or call (512) 262-1010, 48 hours in advance of the meeting.