



CITY OF LEON VALLEY
SIGN CODE UPDATE ADVISORY COMMITTEE MEETING
Leon Valley Fire Department – Training Room
6300 El Verde Road, Leon Valley, Texas 78238
Monday, September 23, 2019

MINUTES

The Sign Code Update Advisory Committee met on the 23rd day of September, 2019, at the Leon Valley Fire Department located at 6300 El Verde Road, Leon Valley, Texas for the purpose of the following business:

6:30 p.m. Call to Order by Committee Chair Heather Riddle and Announcement of a Quorum.

The Following Committee Members were Present:

Heather Riddle	Phillip Riddle	Mary Key	Tina Chasan
Ken Hillje	William Cox		

Also in Attendance were:

Brandon Melland

September 9, 2019 Meeting Minutes: There was a discussion to approve the minutes from the September 9th meeting. Motion to approve meeting minutes made by Phillip Riddle and seconded by Ken Hillje. Motion carried unanimously.

Discussion and Possible Action Regarding Staff Directed Revisions to the City's Regulations Concerning Authority Procedures for Permitted and Conforming Signage made during the September 9, 2019 Sign Code Update Advisory Committee Meeting. Mark-ups were not provided at this time and committee members did not have any additional changes to the staff directed revisions.

Presentation, Discussion, and Possible Action Regarding Revisions to the City's Regulations Concerning; Signage Variance and Appeal Process. Staff Liaison William Cox, facilitated a discussion regarding signage variance and appeal process. Committee members provided staff direction for future Sign Code mark-up. Tina Chasan made a motion to accept the staff directed revisions as discussed and recorded by William Cox. Motion was seconded by Ken Hillje. Motion carried unanimously.

Citizens to be Heard. None

Other Announcements. Planning & Zoning Director, Brandon Melland provided an update on the sign code re-write and general timeline for completion. Mr. Melland answered questions from committee members regarding the steps leading up to City Council approval.

Committee members deliberated on the next meeting date to begin the process of reviewed updates to the sign code made by the Planning & Zoning Director. Committee member consensus that meeting is TBA due to holidays and after staff reviews availability on the master calendar.

The meeting concluded at approximately 7:04 p.m. with a motion to adjourn by Mary Key and a second by Tina Chasan. The motion carried unanimously.

These minutes approved by the Leon Valley Sign Code Update Advisory Committee on the 18 of November 2019.

APPROVED



CHAIR