CITY OF CONVERSE
CONNECTING COMMUNITY + COMMERCE™

PLANNING & ZONING COMMISSION
ANNUAL REPORT – 2025

Overview

The Converse Planning & Zoning Commission is comprised of 9 citizens appointed by the Converse City Council. These members include 7 full members and 2 alternates. The commission fulfills the duties identified in Chapter 2, Section 2-158, of the City of Converse Code of Ordinances. The Planning & Zoning Commission's duties include recommending policies, rules, and regulations that support optimal future development of the city. With the recommendations of city staff and the input of citizens, the commission reviews and makes recommendations on rezoning, special use permit, and variance requests, as well as subdivision plats.

Membership

Name	Term Expires
Robert Raney, Chairman	December 2027 (Pending Reappointment)
Billy Ortiz, Vice-Chair	April 2027
Jeff Beehler	January 2028 (Pending Reappointment)
Ray Garcia	December 2027 (Pending Reappointment)
Danny Muth	January 2027
Dorothur O'Donnell	August 2027
Nigel Hunt-Schley	March 2027
Alternate Member	Vacant
Alternate Member	Vacant

Staff

Name	Position
Sharon D. Williams, AICP	Community Development Director
Henry Couch	Planning & GIS Assistant

Cases

Ordinances:

Ordinance	Date of P&Z Action	P&Z Action	Date of City Council Action	City Council Action
Ord No. 620-08-2025 Buildings and Building Regulations	February 24, 2025	Approval 5-0	May 6, 2025	Approval 7-0
Ord No. 617-2025 Portable Storage Units & Temporary Dumpsters	August 18, 2025	Approval 6-0	October 21, 2025	Approval 7-0
Ord No. 624-28-2025 Church Parking	October 20, 2025	Approval 4-1	January 6, 2026	Approval 7-0

Plats:

Request	Applicant	Date of P&Z Action	P&Z Action	Date of City Council Action	City Council Action
Marex Plaza Final Plat 1 Commercial Lot	Marek G. Sieczynski	January 27, 2025	Approval 6-0	N/A	N/A
Appddiction Sports Complex Preliminary Plat 1 Commercial Lot	Lique Engineers	January 27, 2025	Approval 6-0	N/A	N/A
Helados Aranda Final Plat 1 Commercial Lot	Edward Campos	March 17, 2025	Approval 4-0	N/A	N/A
FM 78 Auto Center Replat 3 Commercial Lots	Eagle Surveying	April 21, 2025	Approval 5-1	May 6, 2025	Approval 7-0
CMM-Donalan Preliminary Plat 3 Commercial Lots	MTR Engineers	June 16, 2025	Approval 6-0	July 1, 2025	Approval 7-0
O'Reilly Automotive Preliminary Plat 1 Commercial Lot	Windrose Land Surveying	July 21, 2025	Approval 5-0	August 5, 2025	Approval 7-0
Converse Retail Center Replat 1 Commercial Lot	Setterbo Engineers	July 21, 2025	Approval 5-0	August 5, 2025	Approval 7-0
Salitrillo Creek FM 78 Replat 1 Commercial Lot	Salitrillo Creek Partners	August 18, 2025	Approval 6-0	September 16, 2025	Approval 7-0

New Dimensions Ministries Preliminary Plat 1 Commercial Lot	JP Eckart LLC	August 18, 2025	Approval 6-0	September 16, 2025	Approval 7-0
FM 1516 Retail Preliminary Plat 3 Commercial Lots	Nexus DKS LLC	September 15, 2025	Approval 6-0	October 21, 2025	Approval 7-0
Hideaway at Cimarron Preliminary Plat 16 Residential Lots	MG Building Materials	September 15, 2025	Approval 5-1	October 21, 2025	Approval 7-0
Appddiction Sports Complex Final Plat 1 Commercial Lot	Lique Engineers	October 20, 2025	Approval 5-0	N/A	N/A
O'Reilly Automotive Final Plat 1 Commercial Lot	Windrose Land Surveying	October 20, 2025	Approval 6-0	N/A	N/A
Walzem Road Extension Ph 4 Preliminary Plat Right-of-Way	Colliers Engineering	December 15, 2025	Approval 4-0	December 16, 2025	Approval 7-0

Variances:

Request	Applicant	Date of P&Z Action	P&Z Action	Date of City Council Action	City Council Action
Bubble Bath Car Wash Additional Signage	QuikTrip	January 27, 2025	Approval 6-0	N/A	N/A
306 Old Seguin Rd Fence Height	Michael Johnson	February 24, 2025	Approval 5-0	March 18, 2025	Approval 5-2
107 School St Structure Height	Vincent Gerard & Assoc.	April 21, 2025	Approval 7-0	May 6, 2025	Approval 7-0
6870 FM 1516 Fence Height	Cayetano Pina	May 19, 2025	Approval 5-1	June 3, 2025	Approval 5-1
Converse Christian School Off-Street Parking	Barnes & Barnes, Inc.	June 16, 2025	Approval 6-0	October 21, 2025	Approval 7-0
6807 Opus Ln Side & Rear Setbacks	Carlos Todd	June 16, 2025	Approval 6-0	July 1, 2025	Approval 7-0
Appddication Sports Complex Off-Street Parking	PorterC Properties	September 15, 2025	Approval 5-1	October 21, 2025	Approval 7-0
Fresh Stop 9145 FM 78 Gas Canopy Signs	Imaging Contractors of USA	December 15, 2025	Approval 4-0	N/A	N/A

Rezonings:

Request	Applicant	Date of P&Z Action	P&Z Action	Date of City Council Action	City Council Action
101 Peaceful Ln OCL & R-1 to R-2	Brown & McDonald	February 24, 2025	Approval 4-1	March 18, 2025	Approval 5-2
316 Toepperwein Rd R-1 to B-2	Trisha Garcia	February 24, 2025	Approval 5-0	Abandoned	Abandoned
NEC Legion Dr E & North St R-1 to R-2 (amended from R-3)	Julio Carrera	February 24, 2025	Approval 4-1	April 1, 2025	Approval 5-2
FM 1976 & Appaloosa Pass R-6 to R-2	NRN Homes	May 19, 2025	Denial 3-3	June 3, 2025	Denial 6-0
Ware Seguin Rd & Boenig Dr R-6 to I-1	James Deats	September 15, 2025	Denial 6-0	Withdrawn	Withdrawn

Special Use Permits:

Request	Applicant	Date of P&Z Action	P&Z Action	Date of City Council Action	City Council Action
10782 Toepperwein Rd Automatic Tunnel Style Carwash	Lonestar Builders	February 24, 2025	Approval 5-0	March 18, 2025	Approval 7-0
107 School St Wireless Communications Facility	Vincent Gerard & Assoc.	April 21, 2025	Approval 7-0	May 6, 2025	Approval 7-0

Annexation:

Request	Applicant	Date of P&Z Action	P&Z Action	Date of City Council Action	City Council Action
7.743 acres at/near 101 Peaceful Ln	Melanie Hennis	February 24, 2025	None	March 18, 2025	Approval 5-2

Community Development Administration

The Community Development Department is the lead department that supports the work of the Planning & Zoning Commission by providing planning recommendations and technical support. The Community Development Department oversees all development applications, from concept through construction, by working with the developers, the Planning & Zoning Commission, and city staff. Below is a snapshot of some of the items completed by the department in 2025:

- 2 variance requests were administratively approved.
- 11 Site Development Permits and 11 New Commercial Building Permits were issued.

- 66 Certificates of Occupancy were issued.
- 238 New Residential Building Permits were issued.
- 2,430 building permits were issued in 2025.
- 44 Development Review Team meetings were held.

Community Development Special Projects

The Community Development Department implemented a new online permitting software called SmartGov in 2025. SmartGov allows applicants to apply, respond to comments, pay fees, and have their permits issued, all through the online portal. After preparation, testing, and training, SmartGov launched on September 9, 2025. Four months after implementation, city staff are familiar with the ins and outs of the system, contractors quickly register and pull permits, and permits are easier to track from both the applicant's and city's side.

The City of Converse's first Comprehensive Plan was adopted by City Council on December 16, 2025. This document will be used to guide the city's long-range planning decisions related to land use, transportation, and infrastructure. The Planning & Zoning Commission served at the Comprehensive Plan Advisory Committee throughout the planning process, hearing updates and offering comments. The commission recommended the adoption of the Comprehensive Plan on November 17, 2025 with a unanimous vote.

The Buildings and Building Regulations chapter of the Converse Code of Ordinances (Chapter 8) was updated in May 2025 to amend fees and processes, as well as to come into conformance with state law. After the chapter was updated, staff noticed many cases of fees that did not cover the city's costs, and other fees that were omitted. City staff has now brought a second ordinance update to City Council to correct these errors. The new ordinance is expected to be approved by the City Council in February 2026.

Planning & Zoning Commission 2026 Work Plan

- Review ordinance updates on codes related to development.
- Explore training opportunities.
- Improve communication and clarity for the benefit of citizens.