

Regular Planning and Zoning Commission Meeting
Aledo Community Center, 104 Robinson Court, Aledo, Texas 76008
Thursday, February 12, 2026, at 6:00 PM

AGENDA

1. Call to Order

2. Invocation

3. Pledge of Allegiance

4. Public Comment

This is an opportunity to address the Planning Commission on any matter, whether or not it is posted on the agenda. Individual public comments are normally limited to 3 minutes; however, time limits can be adjusted by the presiding officer. Time is not transferable. The presiding officer may ask the public to hold their comment on an agenda item if the item is posted as a Public Hearing. The Planning and Zoning Commission cannot, by law, take any action, nor have any discussion or deliberations on any presentation made at this time concerning an item not listed on the agenda. The Planning and Zoning Commission will receive the information and ask City Staff to review the matter, or an item may be noticed on a future agenda for deliberation or action.

5. Consent Agenda

a. Approve Minutes

i. December 11, 2025 Regular Meeting

ii. January 8, 2026 Regular Meeting

6. Public Hearings and Action Items

The following items are the regular business of the Planning and Zoning Commission. If any item requires a public hearing, it will be noted in the caption of the item.

a. Hold a public hearing to consider and recommend amendment to Article 4, Signage, Table 1 Schedule for Permanent Signs, of the City of Aledo Unified Development Code (UDC) pertaining to the maximum area and number of placards allowed for Historic Decorative Pole Signs.

b. Hold a public hearing to consider and recommend amendment to Article 4, Signage, Table 1 Schedule for Permanent Signs, of the City of Aledo Unified Development Code (UDC) pertaining to criteria for approval of a Specific Use Permit (SUP) for a Monument Sign in the Downtown (DT) zoning district.

c. Hold a public hearing to consider and recommend amendment to Article 6, Definitions, of the City of Aledo Unified Development Code (UDC), to establish definitions of: Adult Store, Cash Advance Establishment, Pawn Shop and Vape/CBD Shop.

d. Planning 101 Training Series: Plat Design and Technical Review

7. Adjourn

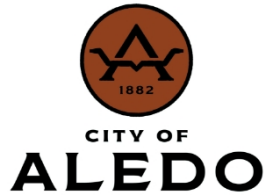
Note: The Aledo Planning and Zoning Commission may vote or take action on any of the listed agenda items and may convene into Executive Session on any matter related to any of the above agenda items for a purpose, such closed session is allowed under Chapter 551, Texas Government Code.

This facility is wheelchair accessible and accessible parking spaces are available. In accordance with the Americans with Disabilities Act, persons who need additional accommodations to attend or participate in the meeting should contact the City Secretary's office at (817) 441-7016 at least 48 hours prior to the meeting to request such assistance.

CERTIFICATION

I, the undersigned authority, do hereby certify that this NOTICE OF MEETING was posted in accordance with the regulations of the Texas Open Meetings Act, in a place convenient and readily accessible to the general public, and was also posted to the [City's website](#), and said notice remained posted for at least two hours after the meeting was convened.

Staci L. King, TRMC, CMC
City Secretary



Date: February 12, 2026

To: Planning and Zoning Commission

From: Grant Fore, Senior Planner, Berkley Group

Subject: Hold a public hearing to consider and recommend amendment to Article 4, Signage, Table 1 Schedule for Permanent Signs, of the City of Aledo Unified Development Code (UDC) pertaining to the maximum area and number of placards allowed for Historic Decorative Pole Signs.

Summary:

There have been ongoing discussions related to ground-based signage allowances in the Downtown (DT) zoning district. As a result, the following has occurred:

December 14th Planning and Zoning Commission meeting: The Commission recommended approval of a proposed amendment to allow Monument Signs in the Downtown (DT) zoning district with a Specific Use Permit (SUP), with direction to discuss increasing the size allowance for Historic Decorative Pole Signs at a later date.

January 8th Planning and Zoning Commission meeting: The Commission discussed increasing the size allowance of Historic Decorative Pole Signs, which is the subject of this amendment.

January 15th City Council meeting: The City Council approved the proposed amendment allowing Monument Signs in Downtown (DT) zoning district with a Specific Use Permit (SUP).

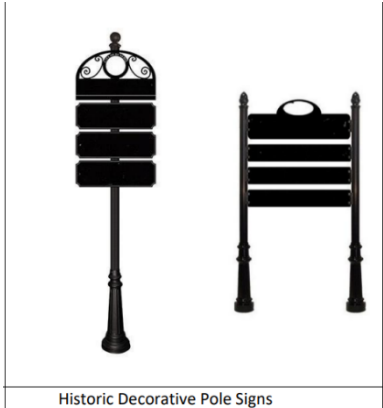
This proposed amendment is in follow-up to the discussion held regarding the maximum area allowed for Historic Decorative Pole signs at the January 8th Planning and Zoning Commission meeting. Presently, the code allows a maximum area of (6) six square feet for this type of sign.

It is important to note the manner in which sign area is measured under the UDC; specifically a sign with two sides or faces (essentially back-to-back) requires the combined area of the two sides/faces to be counted as the area of the sign, whereas the area of a sign with only one side/face is calculated as only the area of the one side/face. In the case of Historic Decorative Pole signs, this means that a maximum of (6) six square feet, inclusive of all placards and sides, is currently permitted.

Based on the consensus reached at the January 8th Planning and Zoning Commission meeting, this amendment proposes the following:

- Maximum area allowed: 24 square feet with no more than 6 sq. ft. per individual placard/tenant
- Number of placards per sign allowed: 4 placards per sign

A rendering of a standard Historic Decorative Pole sign is in the City's sign ordinance, and included below:



Recommendation:

Staff recommends approval of the proposed changes as written. A redlined exhibit of Table 1 is included in your packet.

Attachments:

1. Art 4 Signage Exhibit A

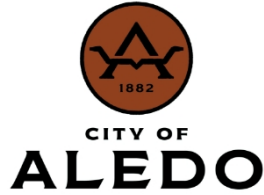
Note: Text in red underline is intended to denote new/amended text to be incorporated in the final adopted version; text in ~~red strikethrough~~ is intended to denote text to be omitted from the final adopted version.

Table 1 – Schedule for Permanent Signs

Sign Type	Districts Permitted	Maximum Area	Maximum Height	Number of Signs	Requirements
Monument Signs	All, except AG DT: Specific Use Permit (SUP) required (see <u>Note 1 below</u>).	Residential Districts: 50 sq. ft. Nonresidential Districts/Uses: 150 sq. ft.; for developments with buildings 50,000 sq. ft. or greater, 0.0005 sq. ft. per sq. ft. of floor area, up to a maximum sign area of 500 sq. ft.	Residential Districts: 4 feet Nonresidential Districts/Uses: 6 feet for lots with 1 tenant; 12 feet for lots with multiple tenants	Residential Districts: 2 for subdivisions; 1 for multifamily developments Nonresidential Districts/ Uses: 1 per lot/development; 1 per street frontage for developments with buildings 50,000 sq. ft. or greater	Residential Districts: Allowed only for platted subdivisions or multi-family developments; external illumination only Nonresidential Districts/ Uses: No more than 30% of the sign area may be changeable copy; structure/masonry area shall not exceed 50% or be less than 30% of the sign area of the sign face; sign face may be externally illuminated or internally illuminated with no exposed light source. Specific Use Permit (SUP) required for Monument Signs in DT district; <u>consideration of SUP subject to criteria in Note 1 below.</u>
Wall Signs	Nonresidential Districts	No more than 10% of the exterior wall of tenant space, up to a maximum of 200 sq. ft.	Not above apparent flat roof, parapet wall, or roof eave	1 per exterior wall of single tenant building; 1 per exterior wall of tenant space for multi-tenant building	May be externally illuminated or internally illuminated with no exposed light source
Window Signs	Nonresidential Districts	No more than 25% of the total window area	NA	No more than 1 per window	May be internally illuminated with no exposed light source
Shingle Signs	C-1, C-2, DT	4 sq. ft.	Below a roof overhang, covered walkway, or covered porch.	1 per tenant/establishment	May suspend parallel or vertical; minimum 7' clearance above grade below; externally illuminated only
Canopy/Awning Signs	Nonresidential Districts	15% of canopy/awning fascia area	Not above apparent flat roof, parapet wall, or roof eave	1 sign per canopy/awning	Externally illuminated only
Historic Decorative Pole Signs	DT	24 6 sq. ft. total 6 sq. ft./placard	12 feet	1 per lot/development <u>4 placards/sign</u>	Wrought iron decoration required; externally illuminated only; signage needs to be in the standard of the historic nature of the architecture and colors of the main structure.
Wall Murals	DT	100% of exterior wall area	Not above apparent flat roof, parapet wall, or roof eave	1 per building or freestanding wall	Painted only with weather-resistant paint; externally illuminated only; murals may contain words or logos, but the area of words or logos shall not exceed 25% of the total area of the mural; should the mural become faded, peeled, or severely weathered, the owner of the property, upon written notice from the City Manager or their designee, repair the mural or repaint the wall on which such mural was painted within sixty (60) days of the date of such written notice.

Note 1: Monument Signs are permitted in DT district with a Specific Use Permit (SUP). The criteria below shall be considered by the Planning and Zoning Commission and City Council in their review and action on these requests. The applicant shall provide a statement of how the request meets these findings with their application.

- 1. The sign complies with all applicable sign regulations.**
- 2. The sign does not detract from the purpose and intent of the Downtown (DT) zoning district or present any safety concerns.**
- 3. Based on the use, site, location and design of the signage, the sign is warranted and other ground-based signs are incompatible.**



Date: February 12, 2026
To: Planning and Zoning Commission
From: Grant Fore, Senior Planner, Berkley Group
Subject: Hold a public hearing to consider and recommend amendment to Article 4, Signage, Table 1 Schedule for Permanent Signs, of the City of Aledo Unified Development Code (UDC) pertaining to criteria for approval of a Specific Use Permit (SUP) for a Monument Sign in the Downtown (DT) zoning district.

Summary:

There have been ongoing discussions related to ground-based signage allowances in the Downtown (DT) zoning district. As a result, the following has occurred:

December 14th Planning and Zoning Commission meeting: The Commission recommended approval of a proposed amendment to allow Monument Signs in the Downtown (DT) zoning district with a Specific Use Permit (SUP), with direction to discuss increasing the size allowance for Historic Decorative Pole Signs at a later date.

January 8th Planning and Zoning Commission meeting: The Commission discussed increasing the size allowance of Historic Decorative Pole Signs, which is the subject of this amendment.

January 15th City Council meeting: The City Council approved the proposed amendment allowing Monument Signs in Downtown (DT) zoning district with a Specific Use Permit (SUP).

This proposed amendment is in follow-up to the amendment approved by City Council on January 15th, 2026 which allows Monument Signs in Downtown (DT) zoning district with a Specific Use Permit (SUP). This proposed amendment establishes criteria to be considered in the review of and action on SUPs for Monument Signs in the DT zoning district. Establishing review criteria for the SUP is important for multiple reasons, including ensuring fairness and consistency throughout the process, providing a decision-making framework for the Commission and City Council and protects the intent and character of the Downtown area.

If approved, the following language will be added to Table 1 Schedule for Permanent Signs:

Note 1: Monument Signs are permitted in DT district with a Specific Use Permit (SUP). The

criteria below shall be considered by the Planning and Zoning Commission and City Council in their review and action on these requests. The applicant shall provide a statement of how the request meets these findings with their application.

1. The sign complies with all applicable sign regulations.

2. The sign does not detract from the purpose and intent of the Downtown (DT) zoning district or present any safety concerns.

3. Based on the use, site, location and design of the signage, the sign is warranted and other ground-based signs are incompatible.

Recommendation:

Staff recommends approval of the aboved-mentioned criteria.

Attachments:

1. Art 4 Signage Exhibit A

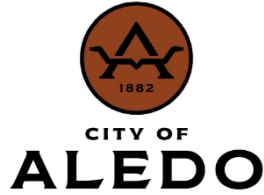
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Date: February 12, 2026
To: Planning and Zoning Commission
From: Grant Fore, Senior Planner, Berkley Group
Subject: Hold a public hearing to consider and recommend amendment to Article 6, Definitions, of the City of Aledo Unified Development Code (UDC), to establish definitions of: Adult Store, Cash Advance Establishment, Pawn Shop and Vape/CBD Shop.

Summary:

There have been ongoing discussions related to the following uses: Adult Store, Vape/CBD Shop, Cash Advance Establishment and Pawn Shop. Previously, the uses were not clearly defined in the City's UDC. To date, the following has occurred:

November 10th Planning and Zoning Commission and City Council Joint

Workshop: Commissioners and City Council members discussed concerns related to these uses and came to the consensus that it's important to establish and prohibit such uses in the UDC.

December 14th Planning and Zoning Commission meeting: The City Attorney provided updated guidance on state law related to the subject uses. As a result, the Planning and Zoning Commission recommended approval of the proposed amendment that:

- Establishes Pawn Shop as a land use, permitted by right in M-2 Heavy Industrial
- Establishes Adult Store, Vape/CBD Shop and Cash Advance Establishment, permitted with a Specific Use Permit (SUP) in M-2 Heavy Industrial

January 15th City Council meeting: The City Council approved the above mentioned amendment.

This proposed amendment is to establish definitions for the subject uses to ensure clarity,, consistent interpretation, and effective enforcement of the UDC.

Recommendation:

Staff recommends approval of establishing definitions for the following terms:

Adult Store: A retail establishment that has as a principal or predominant purpose of the sale, exchange, rental, loan, trade, transfer, or viewing of sexually oriented merchandise, including but not limited to movies, video tapes, discs, games, greeting cards and other materials distinguished or characterized by their emphasis on sexual activities, and/or sexually oriented paraphernalia, where such materials comprise more than twenty-five percent (25%) of gross sales, inventory, floor area, or display area.

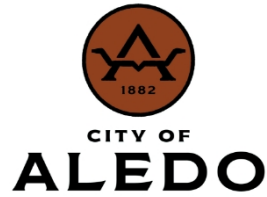
Cash Advance Establishment: An establishment that operates the business of cashing checks, warrants, drafts, money orders or other commercial paper serving similar purposes. Cash Advance Establishments do not include a state or federally chartered bank, savings association or credit union.

Pawn Shop: An establishment that engages in the loan of money on deposit of personal property or the purchase of personal property.

Vape/CBD Shop: A retail establishment that has a principal or predominant purpose the sale of electronic cigarettes, vapes, hookah, vape pens, nicotine delivery systems, and related products, where such products comprise more than twenty-five (25%) of gross sales, inventory, floor area, or display area.

Attachments:

None



Date: February 12, 2026
To: Planning and Zoning Commission
From: Grant Fore, Senior Planner, Berkley Group
Subject: Planning 101 Training Series: Plat Design and Technical Review

Summary:

As part of the on-going training series, Grant Fore, AICP - Senior Planner with Berkley Group, will provide a presentation on plat design and technical review.

Recommendation:

None. This is a presentation, with no action.

Attachments:

1. Item 6A Training- Plat Design and Technical Review



Planning 101 Training Series

Platting – Design of a Plat & Technical Review

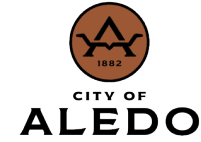
Aledo Planning and Zoning Commission Meeting

February 12, 2026

Presented by Grant Fore, AICP

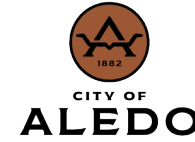
Senior Planner with Berkley Group

Presentation Purpose



- The purpose of this month's training is to review the technical aspects of a plat in greater detail. Technical review of a plat takes place before the plat is considered by the Planning and Zoning Commission.

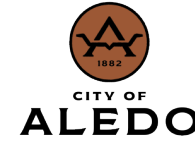
Components of a Plat



Compliance with Aledo plat standards, including:

- Lay out of blocks, lots, streets and other physical components
- Streets, sidewalks, water and sewer lines (spatially through an easement)
- Land and open space dedication for public purposes
- Dedication of right-of-way and new easements
- Name of the subdivision, including phasing
- Legal description of property
- Total acreage
- Owner's name and address
- Party responsible for preparing the plat and certifications
- Purpose of the plat
- Vicinity map
- Existing easements

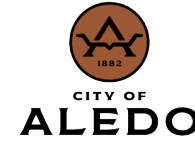
Components of a Plat



Compliance with Aledo plat standards, continued:

- Location and reference to any watercourses
- 100-year floodplain according to FEMA
- Name and location of all adjoining subdivision, land and property owners
- Railroads
- Features that may influence the layout of a development within 200'
- Zoning designations of neighboring property

Components of a Plat



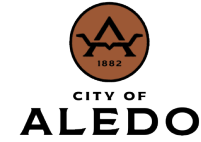
Lots:

- Lot numbering = sequential
- Lot lettering (replat)
- Lot width, size and depth per zoning district
- Lot width on radial lots

Streets:

- Reference thoroughfare plan for contemplated alignments and dedications
- Cul-de-sac radius
- Intersection spacing and block length
- Number of Access Points

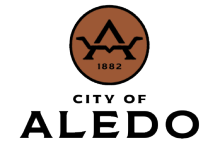
Components of a Plat



Street Names:

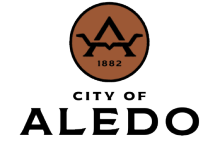
- Street name established through plat
- Individual addresses are assigned after recordation
- Check street names for duplication in City

Resources



- Visit [Texas.planning.org](https://www.texasplanning.org) and search Planning Commissioners' Corner
- Resources on Local Government Code, Basics of Planning, Zoning and Subdivisions

Contact Information



Any questions or suggested training topics? Feel free to contact me:

grant.fore@bgllc.net