

**MINUTES  
CITY OF HELOTES  
PLANNING AND ZONING COMMISSION**

The City of Helotes Planning and Zoning Commission met for a regular meeting on February 5, 2019 at 6:00 p.m. in City Hall Council Chambers, 12951 Bandera Road, Helotes Texas. This was an open meeting subject to the open meeting laws of the State of Texas.

**Commission Members**

Present:

Jason Wightman, Vice Chair  
Ron Hozza, Secretary  
Joe Edmond  
Richard Hawk  
Jeff Wade

Absent:

Gregg Michel, Chair  
Mike McGlothing  
Mario Rios

Council members/staff present: Susan Darst, Assistant to City Administrator

**1. Call to order.**

Vice Chair Wightman called the meeting to order at 6:18 p.m.

**2. Roll call.**

Commissioner Hozza called roll. See above for members present.

OPEN SESSION:

**3. Citizens to be heard.**

No one signed up to speak on this item.

COUNCIL LIAISON REPORT:

**4. City Council action update on the following (Councilmember Alex Blue):**

- **Wall signage for Del Norte Taqueria and Panaderia located at 11590 Galm Road, Suite 108, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 1210352.**

Council Member Blue was not present.

ITEMS FOR INDIVIDUAL CONSIDERATION:

5. **Discussion of and action on the minutes of the Regular Meeting of the Planning and Zoning Commission dated January 8, 2019. (Approval Item; Staff)**

Motion was made by Commissioner Wade, second by Commissioner Hawk, to approve the minutes as submitted.

Motion to approve carried unanimously.

Vice Chair Wightman requested to suspend the rules and move Item No. 7 before Item No. 6, for the sake of expediency since the applicant was in attendance. There being no objections, the meeting continued with the order of the agenda items as follows.

7. **Discussion of and action on a request by Abiso Helotes Crossing, LP for approval of a conceptual design plan for Helotes Crossing Shopping Center located at 12423 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 239951, including, but not limited to, the following:**

- **Site plan;**
- **Building design;**
- **Exterior lighting; and**
- **Signage. (Recommendation Item; Applicant)**

Motion was made by Commissioner Wade, second by Commissioner Hawk, to recommend approval of the conceptual design plan for Helotes Crossing Shopping Center on the following conditions:

- The stone wainscoting on the two (2) center columns on the front elevation be the same height as the stone on the other columns;
- A stone wainscot be continued fully along both sides elevations of the building at a height of 3' more or less;
- All exterior lighting be full cut-off; and
- The monument sign have a minimum of 2' of landscaping around the base of the sign.

Motion to recommend approval carried unanimously.

6. **Discussion of and action on a request by Mexitron, LLP for approval of a shade structure, pursuant to Municipal Code of Ordinances Chapter 98 Zoning, Article IX Architectural Review by Planning and Zoning Commission and City Council, for Swiftwater Car Wash located at 12420 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 987993. (Recommendation Item; Applicant)**

Discussion included the color of the proposed shade structure. In May 2017, the Commission approved a similar structure for The Wash Tub, on the condition that the structure's color be beige.

Motion was made by Commissioner Edmond, second by Commissioner Hozza, to recommend approval of the shade structure on the condition that the fabric and frame be an "earth tone" color, instead of the proposed blue color.

Motion to recommend approval carried unanimously.

**8. Discussion of and action on rescheduling the Planning and Zoning Commission Regular Meeting to be held on March 5, 2019. (Approval Item; Chairman Michel)**

Staff notified the Commission that Mayor Schoolcraft stated the next Planning and Zoning Commission Meeting would continue at its regularly scheduled date and time of March 5, 2019 at 7:00 pm.

**Adjourn.**

Motion was made by Commissioner Hozza, second by Commissioner Wade, to adjourn the meeting at 6:47 pm. Motion to approve carried unanimously.

Respectfully submitted,

  
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Jason Wightman, Vice Chair

ATTEST:

  
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Ron Hozza, Secretary

