

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

The City of Helotes Planning and Zoning Commission met for a regular meeting on September 4, 2018 at 7:00 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: Gregg Michel, Chair
Jason Wightman, Vice Chair
Ron Hozza, Secretary
Jeff Wade
Mario Rios

Absent: Joe Edmond
Richard Hawk
Mike McGlothing

Council members/staff present: Celina Perez, City Secretary
Susan Darst, Assistant to City Administrator
Alex Blue, Council Member

1. Call to order.

Chair Michel called the meeting to order at 7:03 p.m.

2. Roll call.

Commissioner Hozza called roll. See above for members present.

PUBLIC HEARING:

- 3. Public Hearing to give all interested persons the right to appear and be heard on a request by L&F-1, LLC for a change in zoning from Pre-Development District (PD) to Single-Family Residential District (R-1) for 57.531 acres of newly annexed properties located, generally, on Galm Road and more particularly described as a 27.502 acre tract of land (BCAD Property ID No. 236292) and a 30.029 acre tract of land (BCAD Property ID No. 236320).**

Chair Michel opened the public hearing at 7:04 p.m.

Frank H. Lara spoke on seeking additional information on the type of development planned for the properties.

Chair Michel pointed out to Mr. Lara that this item was on the agenda for consideration and that perhaps that would be an opportunity for him to learn more about the development. There being no further comments, Chair Michel closed the public hearing at 7:09 p.m.

OPEN SESSION:

4. Citizens to be heard.

No one signed up to speak on this item.

CONSENT AGENDA (ITEM NOS. 5 - 6): All items marked with an asterisk (**) on the consent agenda were voted on by one motion. Motion was made by Commissioner Wade, second by Commissioner Rios, to approve item 5 on the consent agenda. Motion to approve carried unanimously.

5. Approval of the minutes of the Regular Meeting of the Planning and Zoning Commission dated August 7, 2018. (Approval Item; Staff)**

6. Approval of a request by L&F-1, LLC for a change in zoning from Pre-Development District (PD) to Single-Family Residential District (R-1) for 57.531 acres of newly annexed properties located, generally, on Galm Road and more particularly described as a 27.502 acre tract of land (BCAD Property ID No. 236292) and a 30.029 acre tract of land (BCAD Property ID No. 236320). (Recommendation Item; Applicant)

Discussion included the type of development planned for the properties. Both newly annexed tracts of land are to be a continuation of the Bricewood Subdivision and the proposed zoning designation of Single-Family Residential District (R-1) only allows for single family residential homes to be built. Designating the zoning of the newly annexed properties is required by Code and the first phase of this development process. When the developer is ready, the next phase will be the platting process, at which point the City Engineer and various City departments will review the proposed subdivision plat so that it can be presented to the Commission and Council.

Motion was made by Commissioner Hozza, second by Commissioner Rios, to recommend approval of a request by L&F-1, LLC for a change in zoning from Pre-Development District (PD) to Single-Family Residential District (R-1) for a 27.502 acre tract of land and a 30.029 acre tract of land on Galm Road.

Motion to approve the recommendation carried unanimously.

ITEM FOR INDIVIDUAL CONSIDERATION:

Chair Michel requested to suspend the rules and move Item No. 8 before Item No. 7, 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.

8. Discussion of and action on a request by Aetna Sign Group, Ltd. for approval of a master sign plan, pursuant to Municipal Code of Ordinances Chapter 66 Signs, Section 66-71 Permits, Certificates, and Approval Required; Master Sign Plan, for Helotes Point Retail Center, a multi-tenant shopping center located at 12510 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 1274715. (Recommendation Item; Applicant)

Speaking on this item was Larry Gottsman, President of Aetna Sign Group. Mr. Gottsman advised the tenant signage will be internally lit by LED's and ensured that all wall signage will meet Code.

Motion was made by Commissioner Wightman, second by Commissioner Hozza, to recommended approval of a request by Aetna Sign Group, Ltd. for a master sign plan for Helotes Point Retail Center.

Motion to approve the recommendation carried unanimously.

7. **Discussion of and action on a request by CDT Sign Services for approval of a variance to Municipal Code of Ordinances Chapter 66 Signs, Section 66-51 Commercial Signs: Projecting, Wall and Hanging, or In or On Windows authorizing wall signage for a FedEx Office located inside Wal-Mart at 12550 Leslie Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 1175530. (Recommendation Item; Applicant)**

Discussion included the Wal-Mart building has multiple wall signs for Wal-Mart and Subway, which were approved thru variances on October 13, 2011 and April 11, 2013. Given that the Code allows for a maximum of two wall signs, the Commission understood that FedEx must go thru the same variance request process as Wal-Mart and Subway did.

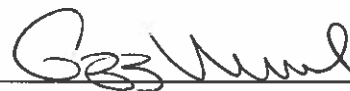
Motion was made by Commissioner Rios, second by Commissioner Hozza, to recommend approval of variance request by CDT Sign Services for a wall sign for a FedEx Office located inside the Wal-Mart building.

Motion to approve the recommendation carried unanimously.

Adjourn.

Motion was made by Commissioner Hozza, second by Commissioner Rios, to adjourn the meeting at 7:32 pm. Motion to approve carried unanimously.

Respectfully submitted,



Gregg Michel, Chair
Planning and Zoning Commission
City of Helotes

ATTEST:



Ron Hozza, Secretary
Planning and Zoning Commission
City of Helotes

