

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

The City of Helotes Planning and Zoning Commission met for a regular meeting on March 3, 2020 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  
Joe Edmond  
Mike McGlothing  
Mario Rios  
Jeff Wade

Absent: Richard Hawk

Council Members/Staff Present: Ernest Cruz, Development Services Director  
Marian Mendoza, City Administrator  
Alex Blue, Council Member

**1. Call to order.**

Chair Michel called the meeting to order at 7:01 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 Versaterra Development for a change in zoning from Overlay District (B-3 OD) to Single-Family Residential District (R-1) for 9.511 acres described as Bandera Oaks Subdivision, Block 2, Lots 7 and 901 (BCAD Prop. ID Nos. 1308636 & 1308638), generally located behind 12510 Bandera Road, Helotes, Texas 78023.**

Chairman Michel opened the public hearing at 7:03 p.m.

Wayne Flores, KFW Engineers, and Paul Basaldua, President of Versaterra Development, introduced themselves as the representatives for this request.

Chairman Michel closed the public hearing at 7:05 p.m.

OPEN SESSION:

**4. Citizens to be heard.**

No one signed up to speak on this item.

COUNCIL LIAISON REPORT:

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

- **A request by Harvest Real Estate for approval of a wall sign located at 14743 Old Bandera Road, Suite 11-10 (BCAD Prop ID No. 1154308).**

Council Member Blue reported on February 13, 2020, City Council City Council agreed with the Commission's recommendation and unanimously approved the aforementioned item as presented.

ITEMS FOR INDIVIDUAL CONSIDERATION:

**6. Discussion of and action on the minutes of the Regular Meeting of the Planning and Zoning Commission dated February 4, 2020. (Approval Item; Staff)**

Motion was made by Commissioner Edmond, second by Commissioner McGlothing, to approve the minutes as submitted.

Motion to approve carried unanimously.

**7. Discussion of and action on a request by Versaterra Development for a change in zoning from Overlay District (B-3 OD) to Single-Family Residential District (R-1) for 9.511 acres described as Bandera Oaks Subdivision, Block 2, Lots 7 and 901 (BCAD Prop. ID Nos. 1308636 & 1308638), generally located behind 12510 Bandera Road, Helotes, Texas 78023. (Recommendation Item; Applicant)**

Motion was made by Commissioner Wightman, second by Commissioner Hozza, to recommend approval of this item as written.

Motion to recommend approval carried unanimously.

**8. Discussion of and action on a request by Debbie James for approval of a wall sign, pursuant to Municipal Code of Ordinances Chapter 98 Zoning, Section 98-72 Old Town Helotes Special District, Subparagraph (g)(6)(b)(2) Commercial Signs – Projecting, Wall, Hanging, or In/On Windows, for Cheetahlish, a retail clothing store, located at 14436 Old Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 242097. (Recommendation Item; Applicant)**

The applicant is currently located at 14837 Old Bandera Road and intends to relocate, still within the area designated as the Old Town Helotes Special District.

Motion was made by Commissioner Wightman, second by Commissioner McGlothing, to recommend approval of this item, with the suggestion that the applicant utilize a more earth-tone color for the sign, since the building is located in the Old Town Helotes Special District.

Motion to recommend approval, with the aforementioned suggestion, carried unanimously.

9. **Discussion of and action on a preliminary and final amending plat, pursuant to Municipal Code of Ordinances Chapter 78 *Subdivisions*, Section 78-75 *Amending a Plat*, establishing Bricewood Subdivision, Unit 3-A, Lots 1 – 9, Block 26, and amending Bricewood Subdivision, Unit-3, Lots 1 – 9, Block 20, recorded in Volume 20001, Pgs. 1364 – 1365, of the Official Public Records of Bexar County, Texas. (Recommendation Item; Applicant)**

Motion was made by Commissioner Wade, second by Commissioner Rios, to recommend approval of this item as written.

Motion to recommend approval carried unanimously.

10. **Discussion of and action on a request by Facility Solutions Group for approval of a variance to Municipal Code of Ordinances Chapter 66 *Signs*, Section 66-49 *Commercial Signs: Single-Business Use (Monument-Type)* authorizing a size and height increase on an existing monument sign for Kentucky Fried Chicken located at 12474 Bandera Road, more particularly described as BCAD Property ID No. 1274714. (Recommendation Item; Applicant)**

The applicant claims the existing Kentucky Fried Chicken (KFC) monument sign is obstructed by an electrical panel box and cannot be seen in its entirety when driving North on Bandera Road.

Ernest Cruz, Development Services Director, advised contact was made with CPS energy and the Developer to determine whether the electrical panel box or the monument sign was installed first, however, no information had been received. During discussion, it was pointed out that even though the monument sign is partially obstructed, the KFC building, with its red and white color scheme, is visible and set close to Bandera Road.

Motion was made by Commissioner Wade, second by Commissioner Rios, to recommend disapproval of the variance request. The Commission encouraged the applicant to seek a remedy with CPS Energy or the Developer.

Motion to recommend disapproval carried unanimously.

**11. Discussion of and action on a request by Nuclios Architecture for approval of a conceptual design plan for Little Cherub Childcare Center located at 12840 N. F.M. 1560 (Hausman Road), more particularly described as BCAD Property ID No. 242808, including the following:**

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

The subject property is currently the Panther Car Wash. The applicant intends to demolish the car wash and proposes to build a child care center.

Motion was made by Commissioner Wade, second by Commissioner McGlothing, to recommend approval, with the following stipulations:

- the four light fixtures around the monument sign be removed, since the sign will be internally illuminated; and
- the wall sign be opaque, backlit, and made of an anodized metal.

Motion to recommend approval, with the aforementioned stipulations, carried unanimously.

**Adjourn.**


With no more business to come before the Commission, Chairman Michel adjourned the meeting at 8:01 pm.

Respectfully submitted,



Gregg Michel, Chair

ATTEST:

  
Celina Perez, City Secretary