

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

The City of Helotes Planning and Zoning Commission met for a regular meeting on July 2, 2019 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
Richard Hawk
Jeff Wade
Mike McGlothing
Mario Rios

Council Members/Staff Present: Ernest Cruz, Development Services Director
Alex Blue, Council Member

1. Call to order.

Chairman Michel called the meeting to order at 7:02 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):

- **A request by Carlos Miranda for approval of wall signage and an associated variance request for sign size for State Farm - Carlos Miranda located at 12415 Bandera Road, Suite 118; and**
- **A request by C Five Helotes, LP for approval of a conceptual design plan for Service First Automotive Center located at 12596 Bandera Road.**

Council Member Blue reported on June 13, 2019, City Council approved all aforementioned items and generally agreed with the Commission's recommendations, with the exception of the proposed dog park for Service First Automotive Center. Council took into consideration safety concerns noted by Staff and included in the motion to relocate the dog park to the rear of the property, away from Bandera and Hausman Road.

ITEMS FOR INDIVIDUAL CONSIDERATION:

5. Discussion of and action on the minutes of the Regular Meeting of the Planning and Zoning Commission dated June 4, 2019. (Approval Item; Staff)

Motion was made by Commissioner Hozza, second by Commissioner McGlothing, to approve the minutes, contingent on the correction of marking Commissioner McGlothing as absent.

Motion to approve carried unanimously.

6. Discussion of and action on a preliminary and final re-plat, pursuant to Municipal Code of Ordinances Chapter 78 *Subdivisions*, Section 78-74 *Replating without Vacating Previous Plat*, and associated variances from Section 78-3 *Dedication of Right-of-Way by Subdividers* and Section 78-136 *Lots*, Subparagraph (c) *Frontage* for Bandera Oaks Subdivision, being a 11.690 acre tract of land establishing Lots 7, 8 and 901, Block 2, previously platted as Lots 3, 4, 5, 6 and 901 out of the Bandera Oaks Subdivision, recorded in Volume 9723, Page 124, out of the deed and plat records of Bexar County, Texas. (Recommendation Item; Applicant)

Speaking on this item was Armando Niebla, KFW Engineers. The purpose of the re-plat is to adjust certain interior lot lines on the original recorded plat. The original Lot 5 will be subdivided into the proposed Lot 7 for future development and the proposed Lot 8 for the existing Helotes Point Retail Center. The boundary for Lot 901 will be adjusted to include the common access drive from Bandera Road into the property. Lot 3, the existing Wash Tub, and Lot 4, the existing Kentucky Fried Chicken, will remain as per the original recorded plat. Concurrently, variances are being requested on the Code's required 60' frontage width for all lots that front a public street and the required 20' right-of-way plat dedication for subdivisions adjacent to any existing state road. Included with the variance request was a letter from TxDOT in support of the proposed re-plat.

Motion was made by Commissioner Wightman, second by Commissioner Wade, to recommend approval on the re-plat and associated variances, with the condition that Lot 901 retains its original recorded interior line that abuts the corner of Cedar Springs Subdivision Lot 8, for the purpose of preserving a buffer zone.

Motion to recommend approval carried unanimously.

7. Discussion of and direction on the design of gateway monument signage for the City of Helotes. (Staff)

Council Member Blue reported the aforementioned item originated as goal within the Economic Development Corporation FYE 2019 Strategic Work Plan. On June 27, 2019, Council discussed the item and provided comments to Staff. The said comments were based on the review of three (3) gateway monument sign design proposals received from Keller Custom Signs, which was the only sign contractor that responded. The comments were now being shared with the Commission as part of the input stage.

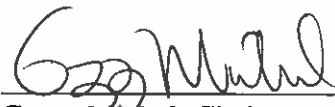
The Commission liked the idea of having gateway signage and offered much of the same feedback as Council did. In particular, to tone down or adjust the red background color; lower the sign height; consider having the height symmetrical with the base, remove "City of Helotes" and instead have "Welcome to Helotes" at the top and "Gateway to the Hill Country" at the bottom; and most importantly, the signage should conform to the standards set by Code.

Adjourn.

Motion was made by Commissioner Hozza, second by Commissioner Wightman, to adjourn the meeting at 8:10 pm.

Motion to approve carried unanimously.

Respectfully submitted,



Gregg Michel, Chair

ATTEST:



Celina Perez, City Secretary

