

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

The City of Helotes Planning and Zoning Commission met for a regular meeting on December 3, 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: Susan Darst, Assistant to the City Administrator
Alex Blue, Council Member

1. Call to order.

Chair Michel called the meeting to order at 7:00 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 final subdivision plat establishing Goodson Subdivision.

Council Member Blue reported on November 14, 2019, City Council unanimously approved the aforementioned item as presented.

ITEMS FOR INDIVIDUAL CONSIDERATION:

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

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

Motion to approve carried unanimously.

6. **Discussion of and action on a preliminary and final subdivision plat, pursuant to Municipal Code of Ordinances Chapter 78 *Subdivisions*, establishing Iron Horse Townhomes, being a 5.09 acre tract of land out of the Charles Stolz Survey No. 431 ½, Abstract No. 734 of the Official Public Records of Bexar County, Texas. (Recommendation Item; Applicant)**

Speaking on this item was Javier Castello, Cude Engineers. The applicant reduced the number of townhome lots to thirty-five (35), increased the amount of greenspace, and acquired an additional one (1) acre tract of land to the west boundary of the site to use as extra buffer between the proposed townhome development and Iron Horse Canyon Subdivision.

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

Motion to recommend approval carried: 6 Ayes – Commissioner Wade, Commissioner Hawk, Commissioner Wightman, Commissioner Hoza, Commissioner Edmond and Commissioner McGlothing; 1 Nay – Commissioner Rios.

7. **Discussion of and action on a request by Kyle Hultz 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 Hultz Office Building located at 14789 Old Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 1289679. (Recommendation Item; Applicant)***

Discussion included that each individual tenant will be responsible for obtaining a permit, which would be reviewed and approved administratively.

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

Motion to recommend approval carried unanimously.

Adjourn.

Planning and Zoning Commission
December 3, 2019 Regular Meeting Minutes

Motion was made by Commissioner Hozza, second by Commissioner McGlothing, to adjourn the meeting at 7:27 pm.

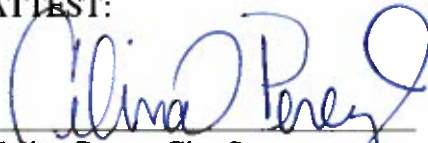
Motion to approve carried unanimously.

Respectfully submitted,



Gregg Michel, Chair

ATTEST:



Celina Perez, City Secretary

