

MINUTES  
REGULAR MEETING  
HELOTES CITY COUNCIL

The City of Helotes City Council met for a regular meeting Thursday, January 11, 2018 at 7:00 p.m. in the City Hall Council Chamber, 12951 Bandera Road, Helotes, Texas. This was an open meeting, subject to the open meeting laws of the State of Texas.

Present: Thomas A. Schoolcraft, Mayor  
Bert Buys, Mayor Pro Tem  
Alex Blue  
Cynthia Massey  
Paul Friedrichs

Absent: Edward Villanueva

Staff Present: Rick Schroder, City Administrator  
Celina Perez, City Secretary  
Susan Darst, Assistant to City Administrator

**1. Call to Order.**

Mayor Schoolcraft called the meeting to order at 7:00 p.m. Council Member Massey led the invocation. Mayor Schoolcraft led the pledge to the U.S. flag and the Texas flag.

**PUBLIC HEARING:**

- 2. Public hearing to give all interested persons the right to appear and be heard on a request by Milam Helotes Plaza, LLC for approval of a Specific City Council Approved Use Permit to turn an existing, nonconforming restaurant (Dairy Queen) with drive-thru facility into an existing, conforming restaurant (Dairy Queen) with drive-thru facility on property zoned Neighborhood Service District (B-2) located at 12902 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 242364.**

Mayor Schoolcraft opened the public hearing at 7:01 pm. No one signed up to speak on this item. Mayor Schoolcraft closed the public hearing at 7:02 pm.

**OPEN SESSION:**

**3. Citizens to be Heard.**

No one signed up to speak on this item.

CONSENT AGENDA (ITEM NOS. 4 - 8): All items marked with an asterisk (\*\*) on the consent agenda were voted on by one motion. Motion was made by Council Member Friedrichs, second by Mayor Pro Tem Buys, to approve items 4, 5, 6, 7 and 8 on the consent agenda. Motion to approve carried unanimously.

- 4.\*\* **Approval of the minutes of the Regular Meeting dated December 14, 2017. (Staff)**
- 5.\*\* **Approval of the City of Helotes Revenue and Expense, Balance Sheet, and Encumbrance Reports dated January 3, 2018. (Staff)**
- 6.\*\* **Acceptance of the resignation of Carl Hale from the City of Helotes Economic Development Corporation Board of Directors, Place Seven, and as an alternate on the Board of Adjustment. (Staff)**
- 7.\*\* **Approval of an Agreement for Medical Control and Medical Director Services between the City of Helotes and the University of Texas Health Science Center at San Antonio, Amendment No. 1, for the provision of said services to the City of Helotes Fire, Emergency Medical Service, and Dispatch Departments for an extended term expiring on December 31, 2018; authorizing Mayor Thomas A. Schoolcraft to execute said Agreement on behalf of the City Council of the City of Helotes, Texas. (Staff)**
- 8.\*\* **Approval of a final plat establishing Hultz Office Building Subdivision, Lot 31, C.B. 5924A, being a total of 1.106 acres of land, being Lots 1, 2, 3, and 4 of an unrecorded subdivision of a 2.732 acre tract out of the John M. Ross Survey No. 223, Abstract No. 645, Helotes, Texas and called 1.104 acres by deed recorded in Volume 3968, Page 1615, Real Property Records of Bexar County, Texas. (Applicant)**

ITEMS FOR INDIVIDUAL CONSIDERATION:

9. **Discussion of and action on a request by Milam Helotes Plaza, LLC for approval of a Specific City Council Approved Use Permit to turn an existing, nonconforming restaurant (Dairy Queen) with drive-thru facility into an existing, conforming restaurant (Dairy Queen) with drive-thru facility on property zoned Neighborhood Service District (B-2) located at 12902 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 242364. (Applicant)**

Motion was made by Mayor Pro Tem Buys, second by Council Member Blue, to discuss and act on this item as written.

Motion to approve carried unanimously.

- 10. Discussion of and action on a request by Honey Care Properties, LLC for approval of a combined residential subdivision entry and single-business use monument sign, including necessary variances to Municipal Code of Ordinances Chapter 66 Signs, for Helotes Ranch Acres Subdivision and Changing Seasons Assisted Living - Honey's House located at 10410 Parrigin Road, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 1060460. (Applicant)**

(Note: On January 2, 2018, the Planning & Zoning Commission recommended approval of the proposed combined subdivision entry sign and business monument sign, on the condition that the height be lowered to 8 feet, the address of the business be added, landscaping be placed around the base and the base be fully enclosed.)

Motion was made by Council Member Massey, second by Council Member Blue, to discuss and act on this item as written.

Discussion included that code does not cover a combined subdivision entry sign and business monument sign, therefore, Council can not really approve or deny the variance.

Speaking on this item was Daniel Kitchen, Honey's House. Mr. Kitchen agreed to work with the City when it came to the design of the sign.

Mayor Schoolcraft stated Council should come to a consensus since the item was being discussed and the applicant had already submitted a revised plan that complies with the conditions of the Planning & Zoning Commission and the sign ordinance.

With there being no further discussion, Mayor Schoolcraft called for a vote.

Motion to approve carried: 3 Ayes – Mayor Pro Tem Buys, Council Member Blue and Council Member Friedrichs; 1 Nay – Council Member Massey.

- 11. Discussion of and action on a request by Texas Premier Capital for approval of a site development sign, including necessary variances to Municipal Code of Ordinances Chapter 66 Signs, for a proposed retail shopping center located at 13523 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 242314.**

(Note: On January 2, 2018, the Planning & Zoning Commission recommended approval of the existing sign as follows:

- 1) Number – Code allows 1 sign per lot or tract of land. There are 2 signs.  
P&Z recommendation: Allow only 1 sign.
- 2) Size – Code allows a maximum of 40 square feet. The sign is 96 square feet.  
P&Z recommendation: Sign needs to comply with the maximum size of 40 square feet.
- 3) Height – Code allows a maximum height of 8 feet. The sign is 13 feet in height.  
P&Z recommendation: Allow the sign to remain at 13 feet in height.
- 4) Lighting – Code does not allow lighting. The sign has lighting.  
P&Z recommendation: The sign can not have lighting.)

Motion was made by Mayor Pro Tem Buys, second by Council Member Blue, to discuss and act on this item as written.

Speaking on this item was Brett Newman, Texas Premier Capital. Mr. Newman stated the reason for erecting two signs was for more visibility due to the trees on the property and clarified that the requested time period to keep the signs erected was till June 1, 2018.

Mayor Schoolcraft reminded Mr. Newman, to research the City Ordinances and contact Development Services when it comes to regulations. Variances are to be requested prior to commencing any work, not after.

Discussion was held regarding the action needed for the various variances. It seemed agreeable to a majority of Council to allow both signs.

Motion to amend was made by Mayor Pro Tem Buys, second by Council Member Blue, to allow both signs to remain as is, in size and height, until June 1, 2018, with lighting to be removed immediately.

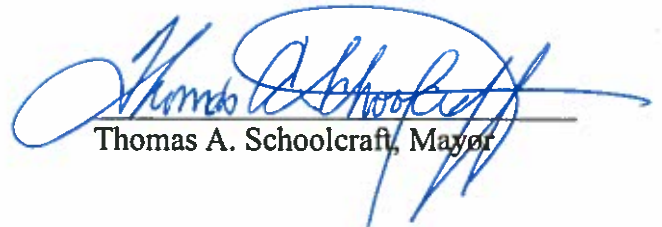
Motion to approve carried: 3 Ayes – Mayor Pro Tem Buys, Council Member Massey and Council Member Friedrichs; 1 Nay – Council Member Blue.

**Adjourn**

With no more business to come before Council, Mayor Schoolcraft adjourned the meeting at 7:50 pm.

ATTEST:

  
\_\_\_\_\_  
Celina Perez, City Secretary

  
\_\_\_\_\_  
Thomas A. Schoolcraft, Mayor

