

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

The City of Helotes Planning and Zoning Commission met for a regular meeting on May 1, 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
Joe Edmond
Richard Hawk
Mike McGlothing
Mario Rios

Absent: Jeff Wade

Council members/staff present: Ernest Cruz, Development Services Director

1. Call to order.

Chair 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.

ITEMS FOR INDIVIDUAL CONSIDERATION:

4. Discussion of and action on the minutes of the Regular Meeting of the Planning and Zoning Commission dated April 3, 2018. (Approval Item; Staff)

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

Motion to approve carried unanimously.

5. **Discussion of and action on a request by Kenneth Dempsey for approval of a gazebo, pursuant to Municipal Code of Ordinances Chapter 98 Zoning, Section 98-72 Old Town Helotes Special District, Subparagraph (d)(7)(a) Commercial Accessory Buildings, for the Gardens at Old Town Helotes, L.L.C. located at 15060 Antonio Drive and 14769 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID Nos. 358748 and 242069. (Approval Item; Applicant)**

Motion was made by Commissioner Rios, second by Commissioner Edmond, to approve this item as written, with the condition that the commercial accessory building (“gazebo”) be reduced in square footage to 691.50 square feet (approximately 34’x20’), as required by Code, and that the applicant submit a Flood Plain Development Permit application and have the same reviewed and approved by the City Engineer.

Motion to approve carried unanimously.

6. **Discussion of and action on a request by Debbie James for approval of a variance to Municipal Code of Ordinances Chapter 66 Signs authorizing banner signage for Cheetalish retail store located at 14837 Old Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 358750. (Recommendation Item; Applicant)**

Discussion included that the signs are constructed of a vinyl material, suggestive of banners throughout the rest of the City. Additionally, banners are temporary signs used to promote a special event; however, the proposed signs are intended to be permanent.

Motion was made by Commissioner McGlothing, second by Commissioner Wightman, to recommend disapproval of the variance request for five (5) banner signs on the front and side of the building for Cheetalish.

Motion to recommend disapproval carried unanimously.

7. **Discussion of and action on a request by Darrell Palmer 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 hanging signage for Select Trucks and U-Haul Rentals located at 17135 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 248418. (Recommendation Item; Applicant)**

Discussion included that the sign is attached to a non-conforming pole, which is prohibited by Code. The Commission encouraged the applicant to work with City staff and the corporate sponsor U-Haul, to develop signage that meets Code.

Motion was made by Commissioner McGlothing, second by Commissioner Hawk, to recommend disapproval of the variance request for a hanging sign for Select Trucks and U-Haul Rentals.

Motion to recommend disapproval carried unanimously.

8. **Discussion of and action on a request by Isaac Butler IV for approval of roof signage, pursuant to Municipal Code of Ordinances Chapter 98 Zoning, Section 98-72 Old Town Helotes Special District, Subparagraph (g)(7) Creative Sign Review, for Congelato! located at 14743 Old Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 1154308. (Recommendation Item; Applicant)**

Discussion included that unique circumstances, such as the distance from the street, and the lack of sufficient wall space, justified the use of the Creative Sign Review process to allow for a small, roof sign.

Motion was made by Commissioner Rios, second by Commissioner Hozza, to recommend approval of the variance request for a roof sign for Congelato!, with the condition that the proposed lighting for the sign be full cut-off and night time sky friendly.

Motion to recommend approval carried unanimously.

Adjourn.

Motion was made by Commissioner Hozza second by Commissioner McGlothing, to adjourn the meeting at 8:08 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

