

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

The City of Helotes Planning and Zoning Commission met for a regular meeting on January 5, 2021 at 7:00 p.m. in City Hall Council Chambers, 12951 Bandera Road, Helotes Texas. This was an open meeting subject to the current open meeting laws of the State of Texas. Due to COVID-19, this meeting was conducted via teleconference. Physical distancing and the 10 people maximum were adhered to.

Commission Members

Present: Gregg Michel, Chair (teleconference)
Jason Wightman, Vice Chair (teleconference)
Ron Hozza, Secretary
Richard Hawk (teleconference)
Alex Blue
Mario Rios (teleconference)
Jeff Wade (teleconference)

Absent: Joe Edmond

Council Members/Staff Present: Celina Perez, City Secretary
Marian Mendoza, City Administrator
Cynthia Massey, Council Liaison (teleconference)

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.

Chairman Michel welcomed Alex Blue back to the Planning and Zoning Commission. City Council appointed Alex on December 10, 2020, to fill the vacancy of Commissioner, Place 4. The Place 4 seat was held by Mike McGlothing, who resigned due to moving out of the City.

OPEN SESSION:

3. Citizens to be heard. (via teleconference)

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 October 6, 2020. (Approval Item; Staff)

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

Motion to approve carried unanimously.

5. Discussion of and action on a request by David Alvarez for approval of associated variances to Municipal Code of Ordinances Chapter 66 Signs, Section 66-51 Commercial Signs: Projecting, Wall and Hanging, or In / On Windows, subparagraph (b) Wall Signs authorizing an increase in size and number on a proposed wall sign for S.A. Total Tree Service located at 17285 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 248413. (Recommendation Item; Applicant)

S.A. Total Tree Service is a new tree trimming service company located at 17285 Bandera Road, in the Helotes Extra-Territorial Jurisdiction (ETJ). Code grants the City jurisdiction on regulating exterior signage in the ETJ. The proposed signage, as presented, measures 62.4 square feet and exceeds Code by 12.4 square feet. The max allowable sign size is 50 square feet. The signage consists of the business name on one raceway and the business phone number on a second raceway.

Overall, the Commission supported a sign area increase of 25%, considering the larger size of the building. Additionally, most of the Commission believed the signage could be viewed as one wall sign, even though the sign has two raceways.

Motion was made by Commissioner Blue, second by Commissioner Hozza, to recommend approval of:

1. A variance authorizing a 25% increase over the 50 square feet, as allowed by City Code. This would authorize the sign rendering as presented, with a sign size of 62.4 square feet; and
2. A variance authorizing an increase in number from 1 to 2 wall signs.


Motion to recommend approval carried: 5 Ayes – Commissioner Wightman, Commissioner Hozza, Commissioner Hawk, Commissioner Blue, and Commissioner Wade; 1 Nay – Commissioner Rios.

Adjourn.

With no more business to come before the Commission, Chairman Michel adjourned the meeting at 7:30 pm.

Respectfully submitted,

ATTEST:



Celina Perez, City Secretary





Gregg Michel, Chair