

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

The City of Helotes Planning and Zoning Commission met for a special meeting on May 10, 2022, 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.

Commission Members

Present: Gregg Michel, Chair
Jason Wightman, Vice Chair
Ron Hozza, Secretary
David Cato
Alex Blue
Mario Rios
Jeff Wade

Absent: Anne Carraway

Staff Present: Susan Darst, DS Specialist
Michael Gallardo, DS Coordinator

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.

ITEMS FOR INDIVIDUAL CONSIDERATION:

4. Discussion of and action on the minutes of the Regular Meeting of the Planning and Zoning Commission dated April 5, 2022. (Approval Item; Staff)

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

Motion to approve carried unanimously by those present.

5. **Discussion of and action on a request by U.S. Signs for approval of a monument sign pursuant to the Municipal Code of Ordinances Chapter 66 Signs, Section 66-49 Commercial Signs: Single-Business Use Monument Type for Vantage Communities located at 11505 FM 1560 North, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 1354282. (Approval Item; Applicant)**

Motion was made by Commissioner Rios, second by Commissioner Wightman, to approve this item as presented.

Motion to approve carried unanimously by those present.

6. **Discussion of and action on a request by Marksmen General Contractors for approval of two (2) variances to Municipal Code of Ordinances Chapter 66 Signs, Section 66-49 Commercial Signs: Single-Business Use Monument Type authorizing size and height allowances on a monument sign for Bexar County Emergency Service District No. 7 Fire and Rescue, Station 115, located at 11615 Galm Road, San Antonio, Texas 78254, more particularly described as BCAD Prop. ID No. 1258890. (Recommendation Item; Applicant)**

Majority of the Commission considered the monument sign to be too large and objected to its orientation parallel to the road. Additionally, the contractor should have followed the sign application process before erecting the monument sign.

Motion was made by Commissioner Cato to recommend disapproval of the two (2) variances for size and height allowances for a monument sign for Bexar County Emergency Service District No. 7 Fire and Rescue, Station 115. Second by Commissioner Rios.

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

7. **Discussion of and action on a request by Dietrich Olguin for approval of signage for Dietrich Electrical Services LLC and Maple Brooks Benefits & Consulting located at 18608 State Highway 16 North, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 248520, and including the following:**
 - a. **Multi-Tenant Monument Signage pursuant to Municipal Code of Ordinances Chapter 66 Signs, Section 66-50 Commercial Signs: Multi-Tenant Shopping Center, Business Park, or Office Complex Monument Type; and**
 - b. **Wall Signage pursuant to Municipal Code of Ordinances Chapter 66 Signs, Section 66-51 Commercial Signs subparagraph (b) Wall Signs. (Approval Item; Applicant)**

Discussion included Code requires a master sign plan to be submitted for a multi-tenant shopping center. Staff will research this item and determine if the location constitutes a multi-tenant shopping center.

Motion was made by Commissioner Wightman, second by Commissioner Rios, to approve Item 7a and Item 7b, with the condition that Staff determine whether or not a master sign plan is required.

Motion to approve carried unanimously by those present.

Adjourn.

With no more business to come before the Commission, Chair Michel adjourned the meeting at 7:30 p.m.

Respectfully submitted,



Gregg Michel, Chair

ATTEST:



Celina Perez, City Secretary

