

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

The City of Helotes Planning and Zoning Commission met for a regular meeting on September 6, 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  
Ron Hozza, Secretary  
Anne Carraway  
David Cato  
Alex Blue  
Mario Rios  
Jeff Wade

Absent: Jason Wightman, Vice Chair

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

**1. Call to order.**

Chair Michel called the meeting to order at 7:01 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 Special Meeting of the Planning and Zoning Commission dated July 19, 2022. (Approval Item; Staff)**

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

Motion to approve carried unanimously by those present.

5. **Discussion of and action on a request by Robert James for approval of variances pursuant to Municipal Code of Ordinances Chapter 98 Zoning, Section 98-72 Old Town Helotes Special District, subparagraph (g)(7) Creative Sign Review authorizing the use of an existing off-premise monument sign for Cheetahlish located at 14436 Old Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 242097. (Recommendation Item; Applicant)**

Chairman Michel provided some background information on this item. The subject monument sign is existing and was approved through the Creative Sign Review process about a decade ago. The most recent use of the monument sign was by B-Daddy's BBQ. In June 2022, B-Daddy's BBQ abandoned use of the monument sign. Pursuant to Code, once a sign is abandoned and/or the building use changes, the sign loses its non-conforming grandfather status.

Discussion included the location of Cheetahlish in relation to the existing monument sign. Most of the Commissioners were in support of Cheetahlish using the existing monument sign through the Creative Sign Review process, since the business was on the same property as B-Daddy's BBQ. The other Commissioners disagreed. They believed the request did not meet the Creative Sign criteria and it would be more helpful to consider directional signage (wayfinding), since the applicant's concern is to identify additional parking for the business.

Motion was made by Commissioner Carraway to recommend approval of a request by Cheetahlish to use an existing monument sign through the Creative Sign Review, to include directional signage (i.e. add an arrow) on to the proposed sign, and that the surface area of the proposed sign does not exceed 20 square feet. Council should determine whether use of the existing monument sign is considered on-premise or off-premise. Second by Commissioner Cato.

Motion to recommend approval carried by those present: 4 Ayes – Commissioner Carraway, Commissioner Cato, Commissioner Hozza, and Commissioner Blue; 2 Nays - Commissioner Wade and Commissioner Rios.

**Adjourn.**

With no more business to come before the Commission, Chair Michel adjourned the meeting at 7:49 p.m.

Respectfully submitted,



Gregg Michel, Chair

ATTEST:

  
Celina Perez, City Secretary