



**AGENDA
CITY OF HELOTES
PLANNING AND ZONING COMMISSION
April 4, 2023**

The City of Helotes Planning and Zoning Commission will meet for a regular meeting on Tuesday, April 4, 2023, at 7:00 p.m. in the City Hall Council Chamber, 12951 Bandera Road, Helotes, Texas 78023. Commission Members may participate remotely by videoconferencing; however, a physical quorum of the Planning & Zoning Commission shall be present at Helotes City Hall. This is an open meeting, subject to the open meeting laws of the State of Texas.

1. Call to order.
2. Roll call.

OPEN SESSION:

3. Citizens to be heard. *The Planning and Zoning Commission may not discuss any presented issue, nor may any action be taken on any issue at this time (Attorney General Opinion JC-0169). The Commission will accept comments from citizens, business owners, business representatives, property owners, and representatives of property owners of the City of Helotes and its Extraterritorial Jurisdiction (ETJ) only. Comments are limited to three (3) minutes, and this time is not transferable. Each person may only speak once. No profanity or threats will be tolerated.*

ITEMS FOR INDIVIDUAL CONSIDERATION:

4. Discussion of and action on the minutes of the Regular Meeting of the Planning and Zoning Commission dated March 7, 2023. (Approval Item; Staff) - [Agenda Item](#)
5. Discussion of and action on a request by Tony Durand for approval of a creative sign pursuant to Municipal Code of Ordinances Chapter 98 Zoning, Section 98-72 *Old Town Special District*, subparagraph (g)(7) *Creative Sign Review*, authorizing the use of a roof-mounted sign for Abby & Ashley, a women's clothing boutique, located at 14433 Old Bandera Road, Helotes, Texas 78023, and identified as BCAD Prop. ID No. 242085. (Recommendation Item; Applicant) - [Agenda Item](#)

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

The City of Helotes City Hall is wheelchair accessible, and accessible parking spaces are available. In compliance with the Americans with Disabilities Act, the City of Helotes will provide reasonable accommodations for persons attending the meeting. To better serve you, requests should be received seventy-two (72) hours prior to the meeting. For assistance, contact the City Secretary at 210.695.5911.

ITEMS FOR INDIVIDUAL CONSIDERATION contd.:

6. Discussion of and action on a request by Tony Durand for approval of a creative sign pursuant to Municipal Code of Ordinances Chapter 98 *Zoning*, Section 98-72 *Old Town Special District*, subparagraph (g)(7) *Creative Sign Review*, authorizing the use of an above awning sign for Serenity Manor, an event venue, located at 14405 Old Bandera Road, Helotes, Texas 78023, and identified as BCAD Prop. ID No. 242085. (Recommendation Item; Applicant) - [Agenda Item](#)

7. Discussion of and action on a request by Ramiro Mena, KNRG Architecture, for approval of a conceptual design plan establishing the site idea for the Northside Independent School District Agriculture Science and Technology Academy (ASTA) at O'Connor High School, located at 12221 Leslie Road, Helotes, Texas 78023, identified as BCAD Prop. ID Nos. 240068 and 240060, and including the following:
 - Site plan;
 - General building concept; and
 - Exterior lighting. (Recommendation Item; Applicant) - [Agenda Item](#)

8. Discussion of and action on a request by Carlos and Gabriel Garcia for approval of a conceptual design plan establishing the site idea for Twin Bros Burgerz located at 13247 Bandera Road, Helotes, Texas 78023, identified as BCAD Prop. ID No. 242325, and including the following:
 - Site plan;
 - General building concept;
 - Exterior lighting; and
 - Wall signage. (Recommendation Item; Applicant) - [Agenda Item](#)

9. Discussion of and action on a preliminary and final plat pursuant to Municipal Code of Ordinances Chapter 78 *Subdivisions*, establishing the Parker and Parker Office Building Subdivision, Block 1, Lot 1, being a 4.17 acre tract of land out of a 21.112 acre tract situated in John M. Ross Survey Nos. 223 and 224, Abstract 645, and recorded in Document No. 20180253179 of the Official Public Records of Bexar County, Texas. (Recommendation; Applicant) - [Agenda Item](#)

Adjourn.

NOTE: It is possible that a quorum of the City Council and/or other Municipal Advisory and Governmental Bodies may be in attendance at the above-stated meeting. No action will be taken by the City Council and/or other Municipal Advisory and Governmental Bodies at the above-stated meeting, other than the body specifically referred to in the above notice.

The Planning and Zoning Commission reserves the right to adjourn into Closed Session at any time during the course of this meeting to discuss any of the exceptions to the requirement that a meeting is open to the public, in accordance with Texas Government Code, Chapter 551 *Open Meetings*, Subchapter D *Exceptions to Requirement that Meetings be Open*. No action may be taken in Closed Session.

I certify that this Agenda was posted on March 31, 2023, at 3:00 p.m.

A handwritten signature in blue ink that reads "Celina Perez". The signature is written in a cursive style and is positioned above a horizontal line.

Celina Perez, City Secretary