

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

The City of Helotes Planning and Zoning Commission met for a regular meeting on October 3, 2023, 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
Alex Blue, Secretary
Anne Carraway
Buck Russel

Staff Present: Michael Gallardo, DS Coordinator

1. Call to order.

Chair Michel called the meeting to order at 7:00 p.m.

2. Roll call.

Commissioner Blue 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 September 5, 2023. (Approval Item; Staff)

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

Motion to approve carried unanimously.

5. **Discussion of and action on a request by SignTek 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 Kristin Sorensen- State Farm Insurance Agency located at 15050 Scenic Loop Road, Helotes Texas 78023, more particularly described as BCAD Prop. ID No. 242038. (Approval Item; Applicant)**

Motion was made by Commissioner Wightman to approve this item with the stipulation that the monument sign comply with the landscaping required by Code. Second by Commissioner Carraway.

Motion to approve carried unanimously.

Adjourn.

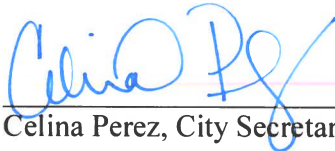
With no more business to come before the Commission, Chair Michel adjourned the meeting at 7:30 p.m.

Respectfully submitted,



Gregg Michel, Chair

ATTEST:



Celina Perez, City Secretary

