

MINUTES  
CITY OF HELOTES  
BOARD OF ADJUSTMENT

The City of Helotes Board of Adjustment met on Monday, November 20, 2023, at 7:00 p.m. in the City Hall Council Chambers, 12951 Bandera Road, Helotes, Texas 78023. This was an open meeting, subject to the open meeting laws of the State of Texas.

BOA Members Present: Donny Jones, Chair  
Elizabeth Mendez  
Charles Roberts  
Robert Logue

Absent: Todd Compton

Staff Present: Michael Gallardo, Development Services Director

**1. Call to Order.**

Chair Jones called the meeting to order at 7:00 p.m. and led the pledge to the U.S. flag. See above for members present.

PUBLIC HEARING:

- 2. Public hearing to give all interested persons the right to appear and be heard on a request by Lorenzo Sanchez for a variance to Municipal Code of Ordinances Chapter 98 Zoning, Section 98-62, Subparagraph (e) *Accessory buildings, associated living quarters and storage buildings*, authorizing an encroachment on the required side yard setback of twenty-five feet to any side property line on a single-family residential zoned lot located at 10102 Bricewood Run, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 1266866.**

Chair Jones opened the public hearing at 7:05 p.m. No one signed up to speak on this item. Chair Jones closed the public hearing at 7:05 p.m.

OPEN SESSION:

**3. Citizens to be Heard.**

No one signed up to speak on this item.

ITEMS FOR INDIVIDUAL CONSIDERATION:

- 4. Discussion of and action on a request by Lorenzo Sanchez for a variance to Municipal Code of Ordinances Chapter 98 Zoning, Section 98-62, Subparagraph (e) *Accessory buildings, associated living quarters and storage buildings*, authorizing an encroachment on the required side yard setback of twenty-five feet to any side property line on a single-family residential zoned lot located at 10102 Bricewood Run, Helotes, Texas 78023, more particularly described as BCAD Property ID No. 1266866 (Applicant)**

The Applicant intends to install an inground swimming pool in the side yard. Per the survey provided, the Building Official disapproved the location of the pool installation and determined the pool was encroaching on the required side yard setback. Code of Ordinances Section 98-62, Subparagraph (e) dictates that there shall be a side yard setback of 25 feet to any side property line.

Speaking on this item were Jeff Turner, Staycation Fiberglass Pools (contractor), and Lorenzo Sanchez, Applicant (homeowner). Mr. Turner stated the variance was due to the shape of the lot (irregular lot at a cul-de-sac). Mr. Sanchez added the Bricewood Subdivision Home Owners Association approved the swimming pool project, and the neighbor living on the side of the proposed swimming pool was in support. The neighbor, Brandon Jones (BCAD Property ID No. 1266865), was in attendance and stated he had no objections.


After a review of the subject property via Google Maps, the Board agreed the shape of the lot was irregular.

Motion was made by Board Member Roberts, second by Board Member Logue, to approve a variance authorizing the installation of a swimming pool to encroach on the side yard setback. The motion carried unanimously by those present.

**Adjourn.**

With no more business to come before the Board, Chair Jones adjourned the meeting at 7:30 pm.

Respectfully submitted,

  
\_\_\_\_\_  
Donny Jones, Chair

ATTEST:

  
\_\_\_\_\_  
Celina Perez, City Secretary

The BOA Finding of Facts are attached to these Minutes.





**BOARD OF ADJUSTMENT  
FINDING OF FACTS  
November 20, 2023 | 7:00 p.m.**

Applicant: Lorenzo and Molly Sanchez

Address: 10102 Bricewood Run, Helotes, Texas 78023  
BCAD Property ID No. 1266866

A request for a variance to Municipal Code of Ordinances Chapter 98 *Zoning*, Section 98-62, subparagraph (e) *Accessory buildings, associated living quarters and storage buildings*, authorizing an encroachment on the required side yard setback of 25 feet to any side property line on a single-family residential zoned lot. The specifics of the variance request are to allow the installation of a swimming pool to encroach on the side property line where a minimum side yard setback of 25 feet is required. The plans show the maximum point of encroachment is approximately 20 feet onto the side (east) property line, whereas the swimming pool is about 5 feet from the side (east) property line.

Upon giving public notice and conducting a Public Hearing on November 20, 2023, in accordance with Code of Ordinances Chapter 98 *Zoning* and State Law, the Board of Adjustment adopts these specific, written findings as follows:

With 4 Members present, and upon a vote of 4 for and 0 against and 0 abstaining, the above variance request is: ✓ granted or \_\_\_\_\_ denied.

Any interested person wishing to appeal this decision is required to file a Writ of Certiorari in a district court, county court, or county court at law within ten (10) days of the date this decision is filed with the City Secretary, in accordance with Texas Local Government Code Section 211.011. This decision was filed with the City Secretary on December 1, 2023.

**PRESIDING BOA CHAIRMAN:**

Donny Jones, Chair

Date: 12/19/2023

**ATTEST:**

Celina Perez, City Secretary

