



**AGENDA
CITY OF HELOTES
PLANNING AND ZONING COMMISSION
April 2, 2024**

The City of Helotes Planning and Zoning Commission will meet for a Regular Meeting on Tuesday, April 2, 2024, 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 Special Meeting of the Planning and Zoning Commission dated February 6, 2024. (Approval Item; Staff) - [Agenda Item](#)
5. Discussion of and action on a request by Signarama for approval of a wall sign pursuant to Municipal Code of Ordinances Chapter 98 Zoning, Section 98-72 (*Old Town Helotes Special District*, subparagraph (g)(6)(b)(2) *Commercial Signs* for Hay Family Insurance, located at 14893 Bandera Road Ste 5C, Helotes, Texas 78023, and identified as BCAD Property ID No. 242125. (Approval 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 Sophia Jeffery 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 Spread the Loaves, a microbakery located at 14743 Old Bandera Road Unit 6, Helotes, Texas 78023, and identified as BCAD Prop. ID No. 1154308. (Recommendation Item; Applicant)- [Agenda Item](#)
7. Discussion of and action on a request by Lauren Farley, for approval of signage for H2O Helotes located at 12340 Bandera Road Ste 101, Helotes, Texas 78023, identified as BCAD Property ID No. 1040214, and including the following:
 - a) Hanging Sign pursuant to Municipal Code of Ordinances Chapter 66 *Signs*, Section 66-51 *Commercial Signs: Projecting, Wall and Hanging, or In or On Windows*: and
 - b) Monument sign 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)*. (Approval Item; Applicant) - [Agenda Item](#)
8. Discussion of and action on a request by Cynthia Parker for approval of signage variances for The View at Helotes Creek, an event center located at 15248 Scenic Loop Road, Helotes, Texas 78023, identified as BCAD Prop. ID Nos. 242030 and 242036, and including the following:
 - a) Sign A – Cistern business marker pursuant to Municipal Code of Ordinances Chapter 66 *Signs*, Section 66-52 *Miscellaneous Signs*, subparagraph (g)(4) *Creative Sign Review*; and
 - b) Sign B – Two business fence markers pursuant to Municipal Code of Ordinances Chapter 66 *Signs*, Section 66-52 *Miscellaneous Signs*, subparagraph (g)(4) *Creative Sign Review*. (Recommendation Item; 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 28, 2024, at __4__ p.m.

Michael Gallardo

Michael Gallardo, DS Coordinator