



**AGENDA  
CITY OF HELOTES  
PLANNING AND ZONING COMMISSION  
May 7, 2024**

The City of Helotes Planning and Zoning Commission will meet for a Regular Meeting on Tuesday, May 7, 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 Regular Meeting of the Planning and Zoning Commission dated April 2, 2024. (Approval Item; Staff) - [Agenda Item](#)
5. Discussion of and action on a preliminary and final plat pursuant to Municipal Code of Ordinances Chapter 78 *Subdivisions*, establishing the plat of the Bandera Ranch Subdivision, being 31.463-acre tract of land described in deed to Ballous T. Miller recorded in Volume 2655, Page 61 of the Official Public Records of Bexar County, Texas out of the J. M. Ross Survey No. 223, Abstract 645, County Block 4524, in the City of Helotes, Bexar County, Texas. (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 Kelly Rayburn for approval of a wall sign pursuant to Municipal Code of Ordinances Chapter 98 *Zoning*, Section 98-72 *Signs – Old Town Helotes Special District* for The Lotus Aesthetics and Wellness located at 14743 Old Bandera Road, Unit 11, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 1259874. (Approval Item; Applicant)- [Agenda Item](#)
  
7. Discussion of and action on a request by Phillip Manea for the installation of signage at the Shops at Old Town Helotes, located at 14743 Old Bandera Road, Helotes, Texas 78023, identified as BCAD Property ID No. 1154308, and including the following:
  - a) Six (6) directional signs pursuant to Municipal Code of Ordinances Chapter 98 *Zoning*, Section 98-72 *Old Town Helotes Special District*, subparagraph (g)(6)(a)(4) *Traffic control and directional amenity signs*; and
  
  - b) Five (5) hospitality signs pursuant to Municipal Code of Ordinances Chapter 66 *Signs*, Section 66-91 *Definitions; Informational sign*. (Approval 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 May 4, 2024, at 3:30 p.m.

*Michael Gallardo*

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Michael Gallardo, DS Coordinator