

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

The City of Helotes Planning and Zoning Commission met for a regular meeting on June 1, 2021 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
Ron Hozza, Secretary
Anne Carraway
Alex Blue
Richard Hawk

Absent: Jeff Wade
Mario Rios

Staff Present: Marian Mendoza, City Administrator
Michael Gallardo, Development Services Coordinator

1. Call to order.

Chair Michel called the meeting to order at 7:01 p.m.

2. Roll call.

Commissioner Hozza called roll. See above for members present.

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 the minutes of the Regular Meeting of the Planning and Zoning Commission dated May 4, 2021. (Approval Item; Staff)

Motion was made by Commissioner Hozza, second by Commissioner Carraway, to approve the minutes as submitted.

Motion to approve carried unanimously.

5. **Discussion of and action on a request by Comet Signs for approval of signage for Broadway Bank located at 12589 Bandera Road, Helotes, Texas 78023, more particularly described as BCAD Prop. ID No. 239952, and including the following:**
 - a. **Directional Amenity Signage, pursuant to Municipal Code of Ordinances Chapter 66 Signs, Section 66-45 Traffic Control Signs, subparagraph (b) Directional Amenity Signs; and**
 - b. **Monument Signage, pursuant to Municipal Code of Ordinances Chapter 66 Signs, Section 66-49 Commercial Signs: Single-Business Use Monument Type. (Recommendation Item; Applicant)**

Chairman Michel noted this item had two parts and each part would be acted on separately.

Broadway Bank introduced a “refreshed brand”. The new branding modernizes the “B” logo font and the bank name font. To reflect the new brand, the Helotes banking center intends to replace all signage, including wall, directional, and monument signage. Replacement of the wall signage is considered maintenance, and Staff can administratively review/approve it, since there are no major design modifications, and location is not changing. The directional and monument signage are being presented, as Staff considers the replacements notable in design/structure. Broadway Bank proposes to replace three directional signs. The location of the signs is not changing; however, the design and structure depict a more modern approach, versus the existing signage. Lighting is not proposed and landscaping is not required by Code. Broadway Bank also proposes to reface both monument signs (Leslie Road frontage and Bandera Road frontage). There are no structural changes to size, height, or location of both monument signs, however, design of the replacement sign faces is changing. The proposed sign faces have a white background, versus the existing black background. Both monument signs will remain internally illuminated.

Item 5a: Motion was made by Commissioner Wightman, second by Commissioner Hozza, to recommend approval of Item 5a as presented. Motion to recommend approval carried unanimously by those present.

Item 5b: Motion was made by Commissioner Wightman, with the condition the street number be placed on the monument sign fronting Bandera Road, as the physical address of Broadway Bank is 12589 Bandera Road. Second by Commissioner Hawk. Motion to recommend approval carried unanimously by those present.

Adjourn.

With no more business to come before the Commission, Chairman Michel adjourned the meeting at 7:15 pm.

Respectfully submitted,



Gregg Michel, Chair

ATTEST:



Celina Perez, City Secretary

