

1. **Call to order**

Chairman Janssen called the meeting to order at 6:30 p.m.

PRESENT:

ABSENT:

Albert Aleman

Brian Harr

Shawn Fitzpatrick

Carla Laws

Richard Lazor

Kerry Dike

Carlos Ortiz

Konrad Kuykendall (arrived 6:43 p.m.)

Michael Janssen

2. **Vote under Section 36-69 of the Shavano Park City Code (“Code”) concerning a finding that each of the items following item 2 on the agenda are “planning issues” or otherwise prescribed Planning & Zoning Commission duties under 36-69(l) of the Code or the severance of one or more of such items for an individual vote on such item or items.**

Upon a motion made by Commissioner Dike and a second made by Commissioner Laws, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve the agenda as it was provided as Planning & Zoning Commission issues. The motion carried.

3. **Citizens to be heard**

No one signed up to address the Planning & Zoning Commission at this time.

4. **Consent Agenda:**

A. Approval – Planning & Zoning Commission minutes, August 8, 2017

Upon a motion made by Commissioner Dike and a second made by Commissioner Laws, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve the Planning & Zoning Commission August 8, 2017 minutes as presented. The motion carried.

5. **Public Hearing – Receive testimony and written evidence from City of Shavano Park residents and property owners on the rezoning request from Bitterblue, Inc. to rezone Lots 1701, 1702, 1933, 2270 in Block 21, CB 4782E from B-1 to B-2 Planned Unit Development (PUD) with the following development standard exception: minimum parking stall size described as in Section 36-1 definition for Parking Space**

Public Hearing opened at 6:32 p.m.

City Manager Hill and Laddie Denton presented an overview of the request to rezone Lots 1701, 1702, 1933, 2270 in Block 21, CB 4782E from B-1 to B-2 Planned Unit Development (PUD) with the following development standard exception: minimum parking stall size described as in Section 36-1 definition for Parking Space.

Public Hearing closed at 6:35 p.m.

6. **Discussion / action – Rezoning request from Bitterblue, Inc. to rezone Lots 1701, 1702, 1933, 2270 in Block 21, CB 4782E from B-1 to B-2 Planned Unit Development (PUD) with the following development standard exception: minimum parking stall size described as in Section 36-1 definition for Parking Space – City Manager Hill.**

Upon a motion made by Commissioner Aleman and a second made by Commissioner Dike, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve to rezone Lots 1701, 1702, 1933, 2270 in Block 21, CB 4782E from B-1 to B-2 Planned Unit Development (PUD) with the following development standard exception: minimum parking stall size described as in Section 36-1 definition for Parking Space. The motion carried.

7. **Report / update by KFW Engineers and Surveying regarding the City’s drainage study.**

City Manager Hill presented an overview of KFW’s task with a creating a Master Drainage Plan which included the following:

- Provide a list of storm water runoff problems and provide a description of the problem area identified.
- Provide GIS shapefiles for known drainage infrastructure and problem areas.
- An accurate watershed map based on 2010 LiDAR data for the entire City with the 25 and 100 year storm flow rates (Q) of all watersheds in GIS mapping.
- Provide a minimum of two options with proposed cost estimates detailing the level of effort needed in design and implementation of the recommended improvements.
- Provide a recommended list prioritizing locations based upon number of properties impacted - ensuring the City can get the best value for the City's dollars.

Chris Otto, KFW Engineer, presented their findings and recommendations to the Planning & Zoning Commission.

8. **Public Hearing – Receive testimony and written evidence from City of Shavano Park residents and property owners on the review / update of the City’s 2010 Town Plan with focus on the City’s residential and commercial development.**

Public Hearing opened 8:02 p.m.

City Manager Hill presented the results of the survey of the residential and commercial development survey.

Public Hearing closed 8:15 p.m.

9. **Discussion – Review and update of the City’s 2010 Town Plan with focus on the City’s residential and commercial development – Commissioner Janssen and City Manager Hill.**

City Manager Hill discussed the review and update of the City’s 2010 Town Plan with focus on the City’s residential and commercial development. The Planning & Zoning Commission discussed the citizen survey responses and other considerations regarding residential and commercial development, including

future presentations, informing citizens of the meetings and maintenance of city infrastructure (streets, drainage, sewer, etc.).

10. **Discussion - Review and update of the City's 2010 Town Plan with focus on the City's hike and bike trails and sidewalks – Commissioner Janssen and City Manager Hill.**

The Planning & Zoning Commission discussed the review and update of the City's 2010 Town Plan with focus on the City's hike and bike trails and sidewalks based on consensus of this item at the August 8th Planning & Zoning Commission Meeting as presented by City Staff.

11. **Discussion / action – Proposed amendment to Sec. 24-6 regarding regulation of allowable signs during voting periods – City Manager Hill and Commissioner Janssen.**

City Manager Hill presented an overview of the proposed amendment Sec. 24-6 regarding regulation of allowable signs during voting periods. Commissioner Fitzpatrick met with staff to review the current sign ordinance and discussed possible options. There was consensus in order to prepare for public hearing and formal action next month.

12. **Report / update – City Council items considered at previous City Council meetings and discussion concerning the same – City Manager Hill.**

City Manager Hill provided an overview of items considered at the previous City Council Meeting.

13. **Discussion / action – Discussion and possible rescheduling of the Planning & Zoning Commission meeting from October 4, 2017 to October 11, 2017 – City Manager Hill.**

Upon a motion made by Commissioner _Dike and a second made by Commissioner Kuykendall, the Planning & Zoning Commission voted eight (8) for and none (0) opposed to reschedule of the Planning & Zoning Commission meeting from October 4, 2017 to October 11, 2017. The motion carried.

14. **Chairman Announcements:**

A. Advise members to contact City staff to add new or old agenda items.

B. Advise members of pending agenda items, as follows:

- i. October – Discussion / action on possible amendments to Sec. 24-6 regarding the regulation of signs during voting periods.
- ii. October – Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.
- iii. October – Elect Chairman and Vice-Chairman.
- iv. October – Welcome new members and thank you to departing members.
- v. October – Public hearing and discussion regarding the review and update of the City's 2010 Town Plan with focus on the City's flooding and drainage.
- vi. November– Public hearing and discussion regarding the review and update of the City's 2010 Town Plan with focus on the City's municipal tract.
- vii. December – Public hearing and discussion regarding the review and update of the City's 2010 Town Plan with focus on NW Military Highway improvements.
- viii. January, 2018 – Discussion regarding possible updates and amendments to the City's 2010 Town Plan.

- ix. February, 2018 – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.

15. **Adjournment**

Upon a motion made by Commissioner Dike and a second made by Commissioner Laws, the Planning & Zoning Commission voted eight (8) for and none (0) opposed to adjourn the meeting. The meeting adjourned at 9:21 p.m.

MICHAEL JANSSEN
Chairman

ZINA TEDFORD
City Secretary