

1. **Call to order**

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

PRESENT: Albert Aleman
ABSENT: Kerry Dike

Shawn Fitzpatrick
Carla Laws
Carlos Ortiz
Konrad Kuykendall
Jason Linahan
Bill Simmons
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 Ortiz and a second made by Commissioner Aleman, 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**

Citizens Pierce, Florine and Braulick addressed the Planning & Zoning Commission regarding the municipal tract, parking lot and NW Military Hwy.

4. **Consent Agenda:**

A. Approval – Planning & Zoning Commission minutes, October 11, 2017

Upon a motion made by Commissioner Aleman and a second made by Commissioner Fitzpatrick, the Planning Zoning Commission voted seven (7) for and none (0) opposed to approve the Planning & Zoning Commission October 11, 2017 minutes as presented. The motion carried.

5. **Presentation - Review and update of the City’s 2010 Town Plan with focus on improvements to NW Military Highway – City Manager Hill and TxDOT.**

City Manager Hill presented a review and update of the City’s 2010 Town Plan with focus on improvements to NW Military Highway.

6. **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 municipal tract.**

Public hearing opened at 7:29 p.m.

City Manager Hill presented an overview of the 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 municipal tract. A number of citizens addressed the Planning & Zoning Commission during the public hearing.

Public hearing closed at 8:29 p.m.

7. **Discussion – Review and update of the City’s 2010 Town Plan with focus on the City’s municipal tract – Commissioner Janssen and City Manager Hill.**

Commissioner Janssen and City Manager Hill presented a review and update of the City’s 2010 Town Plan with focus on the City’s Municipal Tract.

8. **Discussion - Review and update of the City’s 2010 Town Plan with focus on the City’s flooding and storm water runoff – Commissioner Janssen and City Manager Hill.**

Commissioner Janssen and City Manager Hill presented a review and update of the City’s 2010 Town Plan with focus on the City’s flooding and storm water runoff.

9. **Public Hearing - Receive comments from members of the public regarding proposed amendments to Chapter 36 of the City of Shavano Park Code of Ordinances to correct omissions of the A-1 PUD (Huntington), A-2 PUD (Bentley Manor) Single-Family Residential Planned Unit Development Zoning Districts and CE-PUD (Willow Wood), CE-PUD (Bentley Manor Garden Villas North), CE-PUD (Bentley Manor Garden Villas South) Single-Family Cottages Estates Residential Planned Unit Development Zoning District that clarify uses, setback and special exceptions.**

Public hearing opened at 9:07 p.m.

City Manager Hill presented an overview of the - Proposed amendments to Chapter 36 of the City of Shavano Park Code of Ordinances to correct omissions of the A-1 PUD (Huntington), A-2 PUD (Bentley Manor) Single-Family Residential Planned Unit Development Zoning Districts and CE-PUD (Willow Wood), CE-PUD (Bentley Manor Garden Villas North), CE-PUD (Bentley Manor Garden Villas South) Single-Family Cottages Estates Residential Planned Unit Development Zoning District that clarify uses, setback and special exceptions.

Public hearing closed at 9:18 p.m.

10. **Discussion / action - Proposed amendments to Chapter 36 of the City of Shavano Park Code of Ordinances to correct omissions of the A-1 PUD (Huntington), A-2 PUD (Bentley Manor) Single-Family Residential Planned Unit Development Zoning Districts and CE-PUD (Willow Wood), CE-PUD (Bentley Manor Garden Villas North), CE-PUD (Bentley Manor Garden Villas South) Single-Family Cottages Estates Residential Planned Unit Development Zoning District that clarify uses, setback and special exceptions.**

Upon a motion made by Commissioner Aleman and a second made by Commissioner Kuykendall, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve the presented proposed amendments as amended for various changes to Chapter 36 of the City of Shavano Park Code of Ordinances to correct omissions of the A-1 PUD (Huntington), A-2 PUD (Bentley Manor) Single-Family Residential Planned Unit Development Zoning Districts and CE-PUD (Willow Wood), CE-PUD (Bentley Manor Garden Villas North), CE-PUD (Bentley Manor Garden Villas South) Single-Family Cottages Estates Residential Planned Unit Development Zoning District that clarify uses, setback and special exceptions. The motion carried.

11. **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.

12. **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. December – Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.
 - ii. December – Public hearing and discussion regarding the review and update of the City’s 2010 Town Plan with focus on NW Military Highway improvements.
 - iii. December – Review of the public hearing and discussion at the November meeting regarding updates to the 2010 Town Plan for the City’s municipal tract.
 - iv. January, 2018 – Review of the public hearing and discussion at the December meeting regarding updates to the 2010 Town Plan for NW Military Highway improvements.
 - v. January, 2018 – Discussion and action regarding possible updates and amendments to the City’s 2010 Town Plan.
 - vi. February, 2018 – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.
 - vii. March, 2018 – Review of the City’s zoning ordinances to correct omissions of zoning districts A-1 PUD and A-2 PUD in various City ordinances.
 - viii. March, 2018 – Review of the City’s zoning ordinances to correct a conflict between Chapters 32 and 36 regarding the minimum allowable sizing of parking spaces.

13. **Adjournment**

Upon a motion made by Commissioner Fitzpatrick and a second made by Commissioner Simmons, the Planning and Zoning Commission voted seven (7) for and none (0) opposed to adjourn the meeting. The meeting adjourned.

MICHAEL JANSSEN
Chairman

ZINA TEDFORD
City Secretary