

1. **Call to order**

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

PRESENT:

Albert Aleman  
Konrad Kuykendall  
Shawn Fitzpatrick  
Carla Laws  
Kerry Dike  
Richard Lazor  
Michael Janssen

ABSENT:

Brian Harr  
Carlos Ortiz

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 Aleman and a second made by Commissioner Laws, the Planning & Zoning Commission voted six (6) 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, February 1, 2017

Upon a motion made by Commissioner Aleman and a second made by Commissioner Dike, the Planning & Zoning Commission voted six (6) for and none (0) opposed to approve the Planning & Zoning Commission February 1, 2017 minutes as presented. The motion carried.

5. **Public Hearing**

The Planning & Zoning Commission shall conduct a public hearing to receive testimony and comments from members of the public regarding an application for a Bank/savings and loan – drive through facilities “CC” use for Huntington West Office Building, 3424 Paesanos Parkway, Shavano Park, TX, 78231.

Public Hearing opened - 6:32 p.m.

City Manager Hill presented an overview of the application for a bank/savings and loan – drive through facilities.

Public Hearing closed - 6:35 p.m.

6. **Discussion / action - Application for a Bank/savings and loan – drive through facilities “CC” use for Huntington West Office Building, 3424 Paesanos Parkway, Shavano Park, TX, 78231.**

Upon a motion made by Commissioner Fitzpatrick and a second made by Commissioner Dike, the Planning & Zoning Commission voted six (6) for and none (0) opposed to approve Application for a Bank/savings and loan – drive through facilities “CC” use for Huntington West Office Building, 3424 Paesanos Parkway, Shavano Park, TX, 78231. The motion carried.

7. **Public Hearing**  
**The Planning & Zoning Commission shall conduct a public hearing to receive testimony and comments from members of the public regarding rezoning a 22.46 acre tract of land located east of NW Military Highway in the vicinity of Pond Hill Road and Loop 1604, from B-1 Business District to B-2 Business District.**  
Public Hearing opened – 6:41 p.m.  
City Manager Hill presented an overview of the application for rezoning a 22.46 acre tract of land located east of NW Military Highway in the vicinity of Pond Hill road and Loop 1604, from B-1 Business District to B-2 Business District.  
Dan Kossl and Daryl Lange, Bitterblue, discussed the application and answered questions.  
Etta Fanning discussed concerns regarding water quality and quantity issues. The City is responsible for protecting water resources for the next generation.  
M.J. Smoot addressed safety concerns with new development within the city.  
Public Hearing closed – 6:56 p.m.
8. **Discussion / action – Application regarding rezoning a 22.46 acre tract of land located east of NW Military Highway in the vicinity of Pond Hill road and Loop 1604, from B-1 Business District to B-2 Business District.**  
Upon a motion made by Commissioner Kuykendall and a second made by Commissioner Lazor, the Planning & Zoning Commission voted six (6) for and none (0) opposed to approve Application regarding rezoning a 22.46 acre tract of land located east of NW Military Highway in the vicinity of Pond Hill road and Loop 1604, from B-1 Business District to B-2 Business District. The motion carried.
9. **Discussion – Presentation and update regarding amendments to Chapter 6 and Chapter 36 of the City’s Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings – City Manager Hill and Commissioner Janssen.**  
Chairman Janssen informed the Planning & Zoning Commission that he had met with staff regarding the proposed amendments to Chapter 6 and Chapter 36 of the City’s Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings. There will be a public hearing scheduled in the future for this item.
10. **Discussion / action – Proposed amendments to Chapter 6, Chapter 32, and Chapter 36 of the City’s Code of Ordinances regarding carports – City Manager Hill and Commissioner Janssen**  
Upon a motion made by Commissioner Aleman and a second made by Commissioner Kuykendall, the Planning & Zoning Commission voted three (3) for and three (3) opposed to approve proposed amendments to Chapter 6, Chapter 32, and Chapter 36 of the City’s Code of Ordinances regarding carports. Due to a tie vote, Chairman Janssen voted in favor of the proposed amendments.  
  
Final vote four (4) in favor and three (3) opposed to approve the proposed amendments to Chapter 6, Chapter 32, and Chapter 36 of the City’s Code of Ordinances regarding carports. The motion carried.
11. **Discussion / action – Possible amendments to Chapter 36, Article IV, Tables No. 3, 4, and 5 of the permitted uses for zoning districts O-1, B-1 and B-2 – City Manager Hill and Commissioner Janssen.**  
  
Upon a motion made by Commissioner Kuykendall and a second made by Commissioner Dike, the Planning & Zoning Commission voted six (6) for and none (0) to approve amendments to Chapter 36, Article IV, Tables No. 3, 4, and 5 of the permitted uses for zoning districts O-1, B-1 and B-2 with correction to the grammar in

opening paragraphs of tables B-1 and B-2 and deletion of previously Daycare (CC) childcare from B-2. The motion carried.

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

City Manager Hill presented an update on the City Council items considered at the February City Council meeting.

13. **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. April - Presentation by City Manager Hill on the status of the proposed sidewalks and discussion concerning the same.
  - ii. April – Public hearing and discussion / action regarding portable buildings and accessory buildings.
  - iii. April - Update on the proposed construction at the intersection of NW Military and Wurzbach Parkway
  - iv. August – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas.
  - v. October – Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.

14. **Adjournment**

Upon a motion made by Commissioner Fitzpatrick and a second made by Commissioner Lazor, the Planning & Zoning Commission voted six (6) for and none (0) opposed to adjourn the meeting. The meeting adjourned at 7:55 p.m.

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MICHAEL JANSSEN  
Chairman

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ZINA TEDFORD  
City Secretary