

**CITY OF SHAVANO PARK
PLANNING & ZONING COMMISSION MEETING
CITY HALL, COUNCIL CHAMBERS
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231**

**August 5, 2015
7:30 P.M.**

AGENDA

1. Call to order
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(1) of the Code or the severance of one or more of such items for an individual vote on such item or items.
3. Citizens to be heard – Rules for Citizen’s Comments: The Planning & Zoning Commission welcomes citizen participation and comments at all of their meetings. As a courtesy to your fellow citizens and out of respect to Board members; we request that if you wish to speak that you follow these guidelines.
 - A. Direct your comments to the entire Board, not to an individual member;
 - B. Limit your discussion to one or two issues that you wish to address rather than a generalized statement; and
 - C. Show the Board the same respect and courtesy that you expect to be shown to you.
 - D. As stated in Resolution No. 04-11, residents are given three (3) minutes to speak during Citizens to be heard. Residents are only allowed to speak once and cannot pass their time allotment to someone else.

The Presiding Officer will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

Note: The Commission may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the Board may present any factual response to items brought up by citizens [Attorney General Opinion – JC 0169].

4. Consent Agenda:
 - A. Discussion and possible action to approve minutes of the Planning & Zoning Commission July 8, 2015 meeting.
5. Public Hearing
The Planning and Zoning Commission shall conduct a public hearing to receive testimony and comments on a proposed amendment to City of Shavano Park Code of Municipal Ordinance Section 36-41(d)(2) to allow a 10-foot minimum for side-load residential garages in MXD –Mixed Use Districts
6. Discuss and consider a proposed amendment to City of Shavano Park Code of Municipal Ordinance Section 36-41(d)(2) to allow a 10-foot minimum for side-load residential garages in MXD – Mixed Use Districts

7. Discuss and consider final approval of a plat of Pond Hill Garden Villas, an 8.11 acre tract, being 3.33 acres out of a 55.99 acre tract of land and 4.78 acres out of a 46.94 acre tract, both conveyed to Rogers Shavano Park Unit 18/19, LTD in Special Warranty Deed recorded in Volume 10075, pg. 1609-1624 both of the official public records of real property of Bexar County, Texas.
8. **Public Hearing**
The Planning and Zoning Commission shall conduct a public hearing to receive testimony and comments on the replat of the subdivision plat establishing Shavano Park Subdivision, Unit -17N – a 9.23 acre tract of land situated in the City of Shavano Park, Bexar County, TX out of the Collin C. McCrae Survey No. 391, Abstract 482 and being a portion of Lot 2268, Blk 15, CB 4782 of the Shavano Park Subdivision, Unit -17N of record in Vol 9582 Pages 48-49 of the Deed and Plat records of Bexar County, TX.
9. Discuss and consider final approval of the replat of the subdivision plat establishing Shavano Park Subdivision, Unit -17N – a 9.23 acre tract of land situated in the City of Shavano Park, Bexar County, TX out of the Collin C. McCrae Survey No. 391, Abstract 482 and being a portion of Lot 2268, Blk 15, CB 4782 of the Shavano Park Subdivision, Unit -17N of record in Vol 9582 Pages 48-49 of the Deed and Plat records of Bexar County, TX.
10. Discuss and possible action led by Commissioner Fandel and the NW Military Highway working group concerning application for “STPMM” grant (Federal Highway Administration) and recommendations to City Council on the nature and extent of improvements to NW Military Highway.
11. Presentation by Commissioner Michael Janssen on the status of the proposed hike/bike trails and discussion concerning the same.
12. Presentation by Commissioner Richard Lazor on 1993 City Drainage Plan and discussion concerning the same.
13. Discussion and possible action led by Commissioner Janssen concerning recommended changes to CoSP Code Sections 36-36(a) (7), 36-37(a) (2), and 36-102 regulating home occupations.
14. Discussion and possible action led by Commissioner Janssen on changing the starting time of the Planning & Zoning Commission meetings as established by Sec. 36-69(f).
15. Report and update by City Manager Bill Hill concerning City Council items considered at the July 2015 City Council meeting and discussion concerning the same.
16. **Chairman Announcements:**
 - A. Advise members to contact City staff to add new or old agenda items.
 - B. Advise members concerning application deadline for reappointment to the Planning & Zoning Commission.
 - C. Advise members of pending agenda items, as follows:
 - i. August – Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group and discussion concerning the same.
 - ii. August – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan and discussion concerning the same.
 - iii. August – Discussion and possible action led by Commissioner Fandel and the NW Military Highway working group on a recommendation to City Council on the nature and extent of improvements to NW Military Highway.

- iv. August - Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan and discussion concerning the same.
- v. August – Review and discussion of the City’s permitted uses in O-1, B-1 and B-2 zoning districts.
- vi. September – Presentation by Commissioner Kathy Fandel and the NW Military Highway working group on the status of the STPMM grant for improvements to NW Military Highway.
- vii. October - Nomination and appointment of Chairman and Vice Chairman of Planning & Zoning Commission and welcome of any new members.
- viii. October – Presentation by City Attorney regarding Open Meetings Act, Public Information and discussion regarding the same
- ix. October – Presentation by Commissioner Kathy Fandel and the NW Military Highway working group on the status of the STPMM grant for improvements to NW Military Highway.
- x. November - Presentation by Commissioner Kathy Fandel and the NW Military Highway working group on the status of the STPMM grant for improvements to NW Military Highway.
- xi. January, 2016 - Semiannual presentation by Denton communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.

17. Adjournment

Accessibility Statement:

The City of Shavano Park City Hall is wheelchair accessible. The entry ramp is located in the front of the building. Accessible parking spaces are also available in the front and sides of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-447-5400 or TDD 1-800-735-2989.

Decorum Required:

Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

Action by Commission Authorized:

The Planning and Zoning Commission may vote and/or act upon any item within this Agenda. The Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

Executive Sessions Authorized:

This agenda has been reviewed and approved by the City’s legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of

record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named Shavano Park Planning and Zoning Commission is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on July 31, 2015 at 11:30 A.M. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

ZINA TEDFORD
City Secretary