

**CITY OF SHAVANO PARK
PLANNING & ZONING COMMISSION MEETING
CITY HALL, COUNCIL CHAMBERS
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231
June 3, 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 and 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 and 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 and Zoning Commission April 1, 2015 meeting.
5. Nomination and appointment of Chairman.
6. Nomination and appointment of Vice-Chairman, if necessary.
7. Chairman recognition of Bob Werner in appreciation of his past service on the Planning & Zoning Commission and welcome Carlos Ortiz as a new commissioner.

8. Presentation by Denton Communities regarding changes to MXD planning south of Loop 1604 and north of Willow Wood Subdivision, and discussions about citizen concerns regarding safety issues at the intersection of the Loop 1604 access road and Pond Hill.
9. Discuss and consider preliminary 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.
10. Discuss and consider preliminary approval of a plat of Shavano Park, Unit-19B Phase V, Commercial 2.19 acre tract of land out of a 289.5 acre tract described in deed to Rogers Shavano Park Unit 18/19, LTD recorded in Volume 12007, pg. 2490 of the official public records of Bexar County, Texas.
11. Discussion and possible action concerning application for “STPMM” grant (Federal Highway Administration) and the nature and extent of Planning & Zoning recommended improvements to NW Military Highway, consideration of the appointment of working group members, and scheduling a date for the first meeting.
12. Presentation by Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
13. Presentation by Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
14. Discussion lead by Commissioner Michael Janssen concerning review of CoSP Code Sections 36-36(a)(7), 36-37(a)(2), and 36-102 regulating home occupations.
15. Presentation by Commissioner Konrad Kurkendall concerning working group review of the certificate of occupancy process, and discussion concerning the same.
16. Report and update by City Manager Bill Hill concerning City Council items considered at the April and May 2015 City Council meetings and discussion concerning the same.
17. Discussion and possible action moving the July Planning & Zoning Commission meeting from July 1 to July 8, 2015.
18. 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. July – Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
 - ii. July – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
 - iii. July – Discuss and consider ordinance providing for a certificate of occupancy process for the CoSP.
 - iv. July - Discuss and consider ordinance amending CoSP Code Sections 36-36(a)(7), 36-37(a)(2), and 36-102 regulating home occupations.

- v. July – Presentation and update by the NW Military Highway working group on a recommendation to City Council on the nature and extent of improvements to NW Military Highway.
- vi. July – Semiannual presentation by Denton Communities regarding residential and commercial development and discussion concerning the same.
- vii. July - Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
- viii. August – Discussion and action on a recommendation to City Council on the nature and extent of improvements to NW Military Highway.

19. 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 May 28, 2015 at 11:00 A.M. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

ZINA TEDFORD
City Secretary