

**CITY OF SHAVANO PARK  
PLANNING & ZONING COMMISSION MEETING  
CITY HALL, COUNCIL CHAMBERS  
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231  
November 4, 2015  
6:30 P.M.**

**MINUTES**

**1. Call to order**

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

|                   |               |
|-------------------|---------------|
| PRESENT:          | ABSENT:       |
| Carlos Ortiz      | Kathy Fandel  |
| Kerry Dike        | Richard Lazor |
| Brian Harr        |               |
| Albert Aleman     |               |
| David Jauer       |               |
| Konrad Kuykendall |               |
| 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 Ortiz, 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. Discussion and possible action to approve minutes of the Planning & Zoning Commission October 7, 2015 meeting

Upon a motion made by Commissioner Aleman and a second made by Commissioner Kuykendall, the Planning & Zoning Commission voted six (6) for and none (0) opposed to approve the minutes of the Planning & Zoning Commission Meeting held October 7, 2015. The motion carried.

**5. Public Hearing**

**A public hearing to receive testimony and comments on a request by Bitterblue, Inc. to rezone a 4.030 acre tract of land situated in Shavano Park Subdivision, Unit 17N from B-2 to B-2 PUD to accommodate a revised number of parking spaces.**

Public Hearing opened at 6:32 p.m.

Darryl Lange, Bitterblue Inc., discussed the application presented to the Planning & Zoning Commission.

Public Hearing closed at 6:36 p.m.

**6. Discussion and possible action on a request by Bitterblue, Inc. to rezone a 4.030 acre tract of land situated in Shavano Park Subdivision, Unit 17N from B-2 to B-2 PUD to accommodate a revised number of parking spaces.**

Upon a motion made by Commissioner Kuykendall and a second made by Commissioner Harr, the Planning & Zoning Commission voted six (6) for and one (1 – Commissioner Jauer) opposed to approve a request by Bitterblue, Inc. to rezone a 4.030 acre tract of land situated in Shavano Park Subdivision, Unit 17N from B-2 to B-2 PUD to accommodate a revised number of parking spaces. The motion carried.

- Carlos Ortiz - Yes
- Kerry Dike - Yes
- Brian Harr - Yes
- Albert Aleman- Yes
- David Jauer - No
- Konrad Kuykendall - Yes
- Michael Janssen - Yes

7. **Discussion and possible action on the Final Plat for final phase of Bentley Manor Garden Villas, a 9.863 acre tract of land out of a 237.37 acre tract conveyed to Rogers Shavano Park Unit 17, LTD. described in Special Warranty Deed with vendors lien recorded in Volume 8194, Pages 1745-1761 of the official public records of Bexar County, Texas.**

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 Final Plat for final phase of Bentley Manor Garden Villas, a 9.863 acre tract of land out of a 237.37 acre tract conveyed to Rogers Shavano Park Unit 17, LTD. described in Special Warranty Deed with vendors lien recorded in Volume 8194, Pages 1745-1761 of the official public records of Bexar County, Texas. The motion carried.

8. **Discussion and possible action on a preliminary plat of 1604 / Pond Hill Restaurant, a 4.360 acre tract of land situated in the City of Shavano Park and being out of a remaining portion of a 46.94 acre tract of land conveyed to Rogers Shavano Park Unit 18/19, LTD. recorded in record in Volume 10075, page 1609 of the public records of Bexar County, Texas.**

Upon a motion made by Commissioner Dike and a second made by Commissioner Ortiz, the Planning & Zoning Commission voted six (6) for and none (0) opposed to approve a preliminary plat of 1604 / Pond Hill Restaurant, a 4.360 acre tract of land situated in the City of Shavano Park and being out of a remaining portion of a 46.94 acre tract of land conveyed to Rogers Shavano Park Unit 18/19, LTD. recorded in record in Volume 10075, page 1609 of the public records of Bexar County, Texas. The motion carried.

9. **Presentation by City Attorney regarding Open Meetings Act, Public Information and discussion regarding the same.**

City Attorney Zech presented the Open Meetings Act and Public Information Act.

10. **Discussion and possible action led by Commissioner Janssen regarding the City's ordinances pertaining to accessory buildings to include outbuildings, and portable buildings.**

The Planning & Zoning Commission consensus is to appoint the following members to a working group to review the ordinances regarding accessory buildings including outbuildings and portable buildings and report any recommended changes to the Planning & Zoning Commission at a future meeting:

- Albert Aleman, Working Group Chairman
- Kerry Dike
- Konrad Kuykendall
- Brian Harr

11. **Presentation by Commissioner Richard Lazor and City Manager Hill on drainage issues and discussion concerning the same.**

City Manager Hill discussed various drainage issues from the recent rains and noted that Commissioner Lazor will present the prioritized list of drainage issues to City Council in the near future.

**12. Presentation by City Manager Hill on the status of the STPMM grant for improvements to NW Military Highway.**

City Manager Hill presented an update on the status of the STPMM grant and informed that City Council will consider a resolution in support of the grant at the next City Council meeting.

**13. Presentation by City Manager Hill on the status of the proposed sidewalk and hike/bike trails and discussion concerning the same.**

City Manager Hill presented the update on the status of the proposed sidewalk. City Manager Hill has received the plans on the proposed sidewalk and will present to TxDOT on Monday.

**14. Discussion and possible action moving the December Planning & Zoning Commission meeting from December 2 to December 9, 2015.**

Upon a motion made by Commissioner Jauer and a second made by Commissioner Dike, the Planning & Zoning Commission voted six (6) for and none (0) opposed to rescheduling the Planning & Zoning Commission meeting from December 2 to December 9, 2015.

**15. Report and update by City Manager Bill Hill concerning City Council items considered at the October 2015 City Council meeting and discussion concerning the same.**

City Manager Hill presented an update concerning City Council items considered at the October 2015 City Council meeting.

**16. 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 Commissioner City Manager Hill on the status of the STPMM grant for improvements to NW Military Highway.
  - ii. December – Discussion and possible action on the Final plat of a 4.030 acre tract of land located on Lockhill Selma Road.
  - iii. December – Presentation by City Manager Hill on the status of the proposed hike/bike trails and discussion concerning the same.
  - iv. December – Discussion and possible action on the City’s sign ordinance and the location of signs within the City of Shavano Park.
  - v. 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**

Upon a motion made by Commissioner Jauer and a second made by Commissioner Dike, the Planning & Zoning Commission voted six (6) for and none (0) opposed to adjourn the meeting. The meeting adjourned at 8:24 p.m.

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Michael Janssen  
Chairman

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Zina Tedford  
City Secretary