

1. **Call to order**

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

PRESENT:

Albert Aleman

Shawn Fitzpatrick

Carla Laws

Richard Lazor

Carlos Ortiz

Konrad Kuykendall

Brian Harr

Michael Janssen

ABSENT:

Kerry Dike

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 Lazor and a second made by Commissioner Ortiz, 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**

Citizen Simpson and Linahan addressed the Planning & Zoning Commission regarding agenda order, errors on preliminary plat, and suggested options for citizen input regarding the update to the town plan for those that cannot attend the meetings.

4. **Consent Agenda:**

A. Approval - Planning & Zoning Commission minutes, May 3, 2017

Upon a motion made by Commissioner Aleman and a second made by Commissioner Laws, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve the Planning & Zoning Commission May 3, 2017 minutes as presented. The motion carried.

5. **Discussion / action – Preliminary Plat establishing Shavano Park, Unit 19C Phase IV (Huntington), a 32.86 acre tract of land out of that 289.5 acre tract described in deed to Rogers Shavano Park Unit 18/19, LTD.**

Upon a motion made by Commissioner Lazor and a second made by Commissioner Kuykendall, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve the Preliminary Plat establishing Shavano Park Unit 19C Phase IV (Huntington), a 32.86 acre tract of land out of that 289.5 acre tract described in deed to Rogers Shavano Park Unit 18/19, LTD.

The motion carried.

6. **Discussion / action – Final Plat establishing Pond Hill East Commercial Subdivision, a 5.48 acre tract of land out of an 86.94 acre tract of land as conveyed to Rogers Shavano Park Unit 18/19, LTD. and described instrument recorded in volume 10075, page 1609-1624 of the official public records of real property of Bexar County, Texas.**

Upon a motion made by Commissioner Ortiz and a second made by Commissioner Fitzpatrick, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve the final plat establishing Pond Hill East Commercial Subdivision, a 5.48 acre tract of land out of an 86.94 acre tract of land as conveyed to Rogers Shavano Park Unit 18/19, LTD. and described instrument recorded in volume 10075, page 1609-1624 of the official public records of real property of Bexar County, Texas. The motion carried.

7. **Public Hearing – Amendments to Chapter 6 and Chapter 36 of the City’s Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings and the authorization of special exceptions.**

Public hearing opened at 6:56 p.m.

City Manager Hill presented an overview of the proposed amendments and timeline of the events.

Citizen Werner addressed concerns with the proposed changes to setbacks and masonry requirements.

Citizen Sandison addressed the section referencing Special Exceptions, accessory buildings and concrete slab.

Citizen Linahan addressed concerns with the proposed amendment to masonry requirements.

Citizens Simpson presented proposed language that had been presented to City Council with a change in the language from setback to property line.

Citizen Smoot addressed concerns with government imposing regulations on property owners.

Public hearing closed at 7:37 p.m.

8. **Discussion / action – Amendments to Chapter 6 and Chapter 36 of the City’s Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings and the authorization of special exceptions – Commissioner Janssen and City Manager Hill.**

Upon a motion made by Commissioner Fitzpatrick and a second made by Commissioner Lazor, the Planning & Zoning Commission voted seven (7) for none (0) opposed to change Page 5, Sec. 6-95 and Page 22, Section, Sec 36-36(h) to delete word “setback” and replace with “property” and change “I” to “in”. The motion carried.

Upon a motion made by Commissioner Aleman and a second made by Commissioner Harr, the Planning & Zoning Commission voted seven (7) for none (0) opposed **not** to approve the City Council amendments to Section 6.95 and 36.36(h) referencing in A-3 District, the maximum size may be more than a total of 350 square feet in one or more portable buildings. The portable buildings in A-3 District may be set on, but not permanently attached to, a concrete foundation with a sidewall height of no more

than 8 feet, a maximum building height of no more than twelve feet and located not closer than 5 feet in side and rear property line. The motion carried not to approve the City Council amendments to Section 6.95 and 36.36(h).

Upon a motion made by Commissioner Laws and a second made by Commissioner Fitzpatrick, the Planning & Zoning Commission voted seven (7) for none (0) opposed **not** to approve the City Council changes to 36.36(b) which would eliminate masonry requirements. The motion carried.

Upon a motion made by Commissioner Fitzpatrick and a second made by Commissioner Harr, the Planning & Zoning Commission voted seven (7) for none (0) opposed to reject all City Council revisions to the draft ordinances regarding portable and accessory buildings as originally passed at the January 9, 2017 Planning & Zoning Commission meeting. The motion carried.

Upon a motion made by Commissioner Aleman and a second made by Commissioner Harr, the Planning & Zoning Commission voted six (6) for and one (1) opposed (Commissioner Laws) to accept the changes to Chapter 6 and Chapter 36 (this is the same version as previously approved by the Planning & Zoning Commission in its January 9, 2017 meeting) and approve the following changes to the Special Exceptions language as presented to the Commissioners and located in Sec. 36-132:

- Section 36-132 (c) - delete “to the side and rear setbacks”;
- Section 36-132 (c)(2) - Change to reflect “Allow one portable building no greater than 200 square feet when it meets all the following requirements”;
- Sec. 36-132(c) (3) – Delete;
- Sec. 36-132 (c) (4) Change Sec. 36-132 (c)(3) by adding at the end of the sentence a comma and the following words, “provided that the quality of materials is equal or superior to the existing residence”; and
- Sec. 36-132 (d) (9) Changed to reflect “that any accessory building allowed under Section 36-132 (c)(1) shall be neither larger than 500 square feet nor taller than 16 feet from the lowest grade point of such building;

The motion carried.

9. **Discussion / update – Role and processes of the Planning & Zoning Commission in reviewing and updating the City’s 2010 comprehensive Town Plan – Commissioner Janssen.**

Commissioner Janssen and City Manager Hill presented an update of the proposed timeline for the Town Plan Review.

10. **Discussion / update - Presentation on the status of the proposed sidewalks and discussion concerning the same – City Manager Hill.**

City Manager Hill presented an update on the status of the proposed sidewalks.

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 May City Council Meeting.

12. **Discussion / action – Rescheduling the July 5, 2017 Planning & Zoning Meeting to July 12, 2017 – City Manager Hill and Commissioner Janssen.**

Upon a motion made by Commissioner Kuykendall and a second made by Commissioner Harr, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to reschedule the July Planning & Zoning Commission meeting from July 5, to July 12, 2017. The motion carried.

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. July – Public hearing and discussion regarding Town Plan update.
- ii. July – Discussion / action regarding accessory and portable buildings.
- iii. August – Advise members concerning September 1, 2017 application deadline for reappointment to the Planning & Zoning Commission.
- iv. August – Public hearing and discussion regarding Town Plan update.
- v. August – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas.
- vi. September – Public hearing and discussion regarding Town Plan update.
- vii. October – Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.
- viii. October – Elect Chairman and Vice-Chairman.
- ix. October – Welcome new members and thank you to departing members.

14. **Adjournment**

Upon a motion made by Commissioner Laws and a second made by Commissioner Fitzpatrick, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to adjourn the meeting. The meeting adjourned at 9:45 p.m.

MICHAEL JANSSEN
Chairman

ZINA TEDFORD
City Secretary