

**CITY OF SHAVANO PARK
PLANNING & ZONING COMMISSION MEETING
CITY HALL, COUNCIL CHAMBERS
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231
July 6, 2016
6:30 P.M.
MINUTES**

1. Call to order

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

PRESENT:

Carlos Ortiz

Konrad Kuykendall

Kathy Fandel

Richard Lazor

Albert Aleman

Brian Harr

Michael Janssen

David Jauer

ABSENT:

Kerry Dike

Brian Harr

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 Kuykendall, 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

Ms. Fanning addressed the Planning & Zoning Commission regarding agenda item 9.

4. Consent Agenda:

A. Approval - Planning & Zoning Commission minutes, June 1, 2016

Upon a motion made by Commissioner Aleman and a second made by Commissioner Ortiz, the Planning & Zoning Commission voted six (6) for and none (0) opposed to approve minutes the Planning & Zoning Commission Meeting held June 1, 2016. The motion carried.

5. Discussion / Action – Preliminary Plat of Napier Park, Unit-1, a 2.250 acre tract of land out of a 289.5 acre tract out of the Refugio Vargas, Survey Number 80, Abstract Number 781, in County Block 4787 – City Manager Hill

Upon a motion made by Commissioner Lazor and a second made by Commissioner Jauer, the Planning & Zoning Commission voted six (6) for and none (0) opposed to approve the Preliminary Plat of Napier Park, Unit-1, a 2.250 acre tract of land out of a 289.5 acre tract out of the Refugio Vargas, Survey Number 80, Abstract Number 781, in County Block 4787. The motion carried.

6. **Discussion / Action – Preliminary Plat of Napier Park, Unit-2, a 1.961 acre tract of land out of a 289.5 acre tract out of the Refugio Vargas, Survey Number 80, Abstract Number 781, in County Block 4787 – City Manager Hill**

Upon a motion made by Commissioner Aleman and a second made by Commissioner Ortiz, the Planning & Zoning Commission voted six (6) for and none (0) opposed to approve the Preliminary Plat of Napier Park, Unit-2, a 1.961 acre tract of land out of a 289.5 acre tract out of the Refugio Vargas, Survey Number 80, Abstract Number 781, in County Block 4787. 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 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 6:53 p.m.

Mr. Denton presented an overview of the application.

Public hearing closed 4:57 p.m.

8. **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 Lazor and a second made by Commissioner Jauer, the Planning & Zoning Commission voted six (6) for and none (0) opposed to approve **the** 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.

9. **Discussion / action - Proposed changes to the City’s sign ordinance in accordance with a recent Supreme Court ruling - City Manager Hill and Commissioner Janssen.**

City Manager Hill informed the Planning & Zoning Commission that City Council voted to send the Sign Ordinance back to the Planning & Zoning Commission for further review. Council gave guidance to review the current draft and consider language changes which allows for signs that may create a “community spirit” such as high school activities signs or an event announcement. Additionally, City Council questioned the language prohibiting “vulgar” signs and requested review of Sec. 24.3.

10. **Discussion / Action – Proposed amendments to Chapter 36, Article VI, Table 1 regarding front fences – City Manager Hill and Commissioner Janssen.**

The Planning & Zoning Commission discussed this item regarding front fences and the need for clarification. After discussion, the consensus is to proceed with holding a public hearing and discussing this item at the next meeting.

11. **Notice of administrative approval - Amending plat of 1604 Pond Hill Restaurant to add a sanitary sewer easement, add TxDOT, SAWS and Building setback notes, make corrections to bearings / distances and re-number line/curb tables.**

City Manager Hill informed the Planning & Zoning Commission of an administrative plat he approved upon receipt of a favorable recommendation for approval from the City Engineer as outlined in the City of Shavano Park Code of Ordinances.

12. **Report and update 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 proposed sidewalks.

13. **Report and update by City Manager Hill concerning City Council items considered at previous City Council meetings and discussion concerning the same.**

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

14. **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. August – Discussion and possible action of possible changes to Chapter 36, Article VI, Table 1 of the City’s ordinances regarding front fences.
 - ii. August – Presentation by City Manager Hill on the status of the proposed sidewalks and discussion concerning the same.
 - iii. August – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.
 - iv. February, 2017 – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.

15. **Adjournment**

Upon a motion made by Commissioner Jauer and a second made by Commissioner Kuykendall, the Planning & Zoning Commission voted six (6) for and none (0) opposed to adjourn the meeting. The meeting adjourned at 7:48 p.m.

Mike Janssen
Chairman

Zina Tedford
City Secretary