

**CITY OF SHAVANO PARK
PLANNING & ZONING COMMISSION MEETING
CITY HALL, COUNCIL CHAMBERS
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231
June 1, 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

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 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

No citizens signed up to be heard.

4. Consent Agenda:

A. Approval - Planning & Zoning Commission minutes, May 4, 2016

Upon a motion made by Commissioner Aleman and a second made by Commissioner Ortiz, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve minutes the Planning & Zoning Commission Meeting held May 4, 2016. The motion carried.

5. Discussion / action - Final replat of Shavano Park, Unit 19-C, Phase III (PUD). Lots 2053 and 2054 of the replat of Shavano Park Unit -19C, Phase III are proposed to be replatted to create one lot (Huntington subdivision Shavano Park, Texas) - City Manager Hill

Upon a motion made by Commissioner Lazor and a second made by Commissioner Jauer, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve final replat of Shavano Park, Unit 19-C, Phase III (PUD). Lots 2053 and 2054 of the replat of Shavano Park Unit -19C, Phase III to be replatted to create one lot. The motion carried.

6. **Public Hearing**

The Planning & Zoning Commission shall hold a public hearing to receive testimony and comments from members of the public regarding proposed amendments to Chapter 6 and Chapter 36 regarding accessory buildings, outbuildings, and portable buildings.

Public Hearing opened at 6:35 p.m.

City Manager Hill presented an overview of the proposed amendments to Chapter 6 and Chapter 36 regarding accessory building, outbuildings, and portable buildings.

Public hearing closed at 6:41 p.m.

7. **Discussion / action - Proposed amendments to Chapter 6 and Chapter 36 regarding accessory buildings, outbuildings, and portable buildings - City Manager Hill and Commissioner Aleman.**

Upon a motion made by Commissioner Aleman and a second made by Commissioner Harr, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve amendments to Chapter 6 and Chapter 36 regarding accessory buildings, outbuildings, and portable buildings, subject to the changes discussed regarding Section 36-36(a)(2)(b)(i) and (ii) to include the language “If the accessory building is a detached garage this regulation shall not reduce the gross total floor area of the building to less than 576 square feet” and adding Section 36-36 (a)(2)(f) stating “ The accessory building is not obstructive or inappropriate in design or color”. The motion carried.

8. **Public Hearing**

The Planning & Zoning Commission shall conduct a public hearing to receive testimony and comments from the public regarding proposed amendments to Chapter 24 – Signs, required by a recent Supreme Court ruling.

Public Hearing opened at 7:13 p.m.

City Manager Hill presented an overview of the proposed amendments to Chapter 24 – Signs, required by a recent Supreme Court ruling.

Public hearing closed at 7:17 p.m.

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.**

Upon a motion made by Commissioner Aleman and a second made by Commissioner Fandel, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve proposed changes to the City’s sign ordinance in accordance with a recent Supreme Court ruling, subject to changes in Sec. 24-6(3) allowing one additional sign for each street frontage. The motion carried.

10. **Discussion / action - Proposed amendments to Chapter 36, Article V – Board of Adjustment, to implement Section 36-124 that will authorize the Board of Adjustment to grant special exceptions – City Manager Hill and Commissioner Janssen.**

Upon a motion made by Commissioner Lazor and a second made by Commissioner Harr, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve proposed amendments to Chapter 36, Article V – Board of Adjustment, to implement Section 36-124 that will authorize the Board of Adjustment to grant special exceptions with changes as discussed. The motion carried.

11. **Report /update - 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.

12. **Notice of administrative approval - Amending plat of Pond Hill Extension to reflect survey corrections in the Pond Hill Road right-of-way - City Manager Hill**

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.

13. Notice of administrative approval - Amending plat of Shavano Park, Unit 19C, Phase III to revise the wall easement on lots 2040, 2047, 2048 and 2059, Block 32 - City Manager Hill

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.

14. Report / update - City Council items considered at previous City Council meetings and discussion concerning the same - City Manager Hill

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

15. 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 - Discussion and possible action of possible changes to the City's ordinances regarding accessory buildings, outbuildings and portable buildings.
 - ii. July - Discussion possible action on the City's sign ordinance and the location of signs within the City of Shavano Park.
 - iii. July - Presentation by City Manager Hill on the status of the proposed sidewalks and discussion concerning the same.
 - iv. August - Semiannual presentation by Denton communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.

16. Adjournment

Upon a motion made by Commissioner Jauer and a second made by Commissioner Kuykendall, the Planning & Zoning Commission voted seven (7) and none (0) opposed to adjourn the meeting. The motion carried.

Meeting adjourned at 8:15 p.m.

Michael Janssen
Chairman

Zina Tedford
City Secretary