

**CITY OF SHAVANO PARK
PLANNING & ZONING COMMISSION MEETING
CITY HALL, COUNCIL CHAMBERS
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231
February 3, 2016
6:30 P.M.
MINUTUES**

1. Call to order

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

PRESENT:

ABSENT:

Carlos Ortiz

Kerry Dike

Konrad Kuykendall

Kathy Fandel

Richard Lazor

Albert Aleman

David Jauer

Brian Harr

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 Lazor 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 January 6, 2016 meeting

Upon a motion made by Commissioner Aleman and a second made by Commissioner Dike, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve minutes of the Planning & Zoning Commission Meeting held January 6, 2016. The motion carried.

5. Semiannual presentation by Denton Communities regarding residential and commercial development in and in close proximity to Shavano Park and discussion concerning the same.

Dan Kossl and Darryl Lange presented the semiannual update regarding residential and commercial development in and close proximity to Shavano Park.

6. Discussion and possible action led by Commissioner Aleman and the members of the accessory building working group regarding the City’s ordinances pertaining to accessory buildings, outbuildings and portable buildings.

Commissioner Aleman informed the Planning & Zoning commission that the accessory building working group had met with staff and identified several areas requiring additional review. Commissioner Aleman said that an

additional working group meeting with staff is planned for February, and that additional information would be presented at the March 2016 Planning & Zoning Commission meeting.

7. **Discussion and possible action led by City Manager Hill on possible changes required to the City's sign ordinance.**

City Manager Hill updated the Planning & Zoning Commission on possible changes to the City's sign ordinance.

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

City Manager Hill updated the Planning & Zoning Commission on the STPMM grant application. Information on the upcoming public hearings will be sent out via the Roadrunner and i-INFO.

9. **Presentation by City Manager Hill on the status of the proposed sidewalks and discussion concerning the same.**

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

10. **Report and update by City Manager Hill concerning City Council items considered at the January 2016 City Council meeting and discussion concerning the same.**

City Manager Hill updated the Planning & Zoning Commission concerning City Council items considered at the January 2016 City Council meeting.

11. **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. March – Discussion and possible action of possible changes to the City's ordinances regarding accessory buildings, outbuildings and portable buildings.
- ii. March – Discussion and possible action on the City's sign ordinance and the location of signs within the City of Shavano Park.
- iii. March – 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.

12. **Adjournment**

Upon a motion made by Commissioner Jauer and a second made by Commissioner Dike, the Planning & Zoning Commission voted eight (8) for and none (0) opposed to adjourn the meeting. The meeting adjourned.

Michael Janssen
Chairman

Zina Tedford
City Secretary