

**CITY OF SHAVANO PARK
PLANNING & ZONING COMMISSION MEETING
CITY HALL, COUNCIL CHAMBERS
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231
May 4, 2016
6:30 P.M.**

MINUTES

1. Call to order

Chairman Janssen called the meeting to order at 6:31 p.m.

PRESENT:

ABSENT:

Carlos Ortiz

Kerry Dike

Konrad Kuykendall

Kathy Fandel

Richard Lazor

Albert Aleman

Brian Harr

Michael Janssen

David Jauer

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 Aleman, the Planning & Zoning Commission voted eight (8) 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

Mr. David Owens addressed the Planning & Zoning Commission regarding the installation of a sports court in his property setback which abuts NW Military Hwy.

4. Consent Agenda:

A. Approval - Planning & Zoning Commission minutes, April 6, 2016

Upon a motion made by Commissioner Aleman and a second made by Commissioner Dike, the Planning & Zoning Commission voted seven (7) for, one (1) abstention (Commissioner Jauer), and none (0) opposed to approve minutes the Planning & Zoning Commission Meeting held April 6 2016. The motion carried.

5. Public Hearing

The Planning & Zoning Commission shall hold a public hearing to receive testimony and comments from members of the public regarding a proposed amendment to Chapter 36, Table No. 1, for minimum lot sizes in Single-Family Dwelling Districts A-1, A-2, A-3, A-4 and A-5 PUD.

Public Hearing opened at 6:37 p.m.

City Manager Hill presented an overview of the proposed amendment to Chapter 36, Table No. 1, for minimum lot sizes in Single-Family Dwelling Districts A-1, A-2, A-3, A-4 and A-5 PUD.

Public Hearing closed at 6:41 p.m.

6. **Discussion / action - Proposed amendment to Chapter 36, Table No. 1, for minimum lot sizes in Single-Family Dwelling Districts A-1, A-2, A-3, A-4 and A-5 PUD – City Manager Hill / Chairman Janssen**

Upon a motion made by Commissioner Lazor and a second made by Commissioner Harr, the Planning & Zoning Commission voted eight (8) for and none (0) opposed to approve the proposed amendment to Chapter 36, Table No. 1, for minimum lot sizes in Single-Family Dwelling Districts A-1, A-2, A-3, A-4 and A-5 PUD. The motion carried.

7. **Public Hearing**

The Planning & Zoning Commission shall conduct a public hearing to receive testimony and comments from the public regarding the proposed 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).

Public Hearing opened at 6:42 p.m.

City Manager Hill presented an overview of the proposed 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).

Public Hearing closed at 6:45 p.m.

8. **Discussion / action – Proposed 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 Kuykendall and a second made by Commissioner Fandel, the Planning & Zoning Commission voted eight (8) for and none (0) opposed to approve the proposed replat of lots 2053 and 2054, Shavano Park, Unit 19-C, Phase III (PUD) into one lot subject to the correction of size of replatted lot. The motion carried.

9. **Public Hearing**

The Planning & Zoning Commission shall conduct a public hearing to receive testimony and comments from members of the public regarding 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.

Public Hearing opened at 6:51 p.m.

City Manager Hill presented an overview of the 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.

Public Hearing closed at 6:59 p.m.

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**

Upon a motion made by Commissioner Dike and a second made by Commissioner Kuykendall, the Planning & Zoning Commission voted eight (8) for and none (0) opposed to approve the 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 to reduce certain setbacks up to 75%. The motion carried.

11. **Discussion / action - City’s ordinances pertaining to accessory buildings, outbuildings, and portable buildings – Commissioner Aleman /members of the accessory building working group**

Commissioner Aleman led the discussion on city’s ordinances pertaining to accessory buildings, outbuildings, and portable buildings.

12. **Discussion / action - Possible changes required to the City’s sign ordinance in accordance with Supreme Court ruling – City Manager Hill / Chairman Janssen**

City Manager Hill and Chairman Janssen led discussion on possible changes to the City’s sign ordinance in accordance with Supreme Court ruling.

13. **Presentation - Status of the STPMM grant for improvements to NW Military Highway – City Manager Hill**

City Manager Hill presented an update on project approval and FY 2020 funding.

14. **Presentation - Status of the proposed sidewalks and discussion concerning the same – City Manager Hill**

City Manager Hill reported that there are no changes from last meeting regarding status of proposed sidewalks.

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

City Manager Hill presented update on the City Council items considered at the April 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. June – Discussion and possible action of possible changes to the City’s ordinances regarding accessory buildings, outbuildings and portable buildings.
- ii. June – Discussion possible action on the City’s sign ordinance and the location of signs within the City of Shavano Park.
- iii. June – Presentation by City Manager Hill on the status of the proposed sidewalks and discussion concerning the same.
- iv. July – Public hearing to receive testimony and comments on proposed changes to the City’s ordinances relating to accessory buildings, outbuildings, and portable buildings.
- v. August - 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 Kuykendall, the Planning & Zoning Commission voted eight (8) for and none (0) opposed to adjourn the meeting. The meeting adjourned at 8:45 p.m.

Michael Janssen
Chairman

Zina Tedford
City Secretary