

**CITY OF SHAVANO PARK  
PLANNING & ZONING COMMISSION MEETING  
CITY HALL, COUNCIL CHAMBERS  
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231  
December 7, 2016**

**6:30 P.M.  
MINUTES**

1. Call to order

PRESENT:

Albert Aleman

Konrad Kuykendall

Shawn Fitzpatrick

Carla Laws

Richard Lazor

Carlos Ortiz

Kerry Dike

Michael Janssen

ABSENT:

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 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 Sandison deferred to speak at this time.

4. Consent Agenda:

**A. Approval - Planning & Zoning Commission minutes, November 9, 2016**

Upon a motion made by Commissioner Dike and a second made by Commissioner Aleman, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve the Planning & Zoning Commission November 9, 2016 minutes as presented. The motion carried.

5. **Discussion / action – Proposed amendments to Chapter 6, Chapter 32, and Chapter 36 of the City’s Code of Ordinances regarding carports – City Manager Hill**

Upon a motion made by Commissioner Lazor and a second made by Commissioner Aleman, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to table proposed amendments to Chapter 6, Chapter 32, and Chapter 36 of the City’s Code of Ordinances regarding carports. The motion carried.

6. **Discussion / action – Proposed amendments to Chapter 6 and Chapter 36 of the City’s Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings - City Manager Hill and Commissioner Aleman.**

Citizen Sandison addressed the Planning and Zoning Commission regarding the proposed amendments to Chapter 6 and Chapter 36 of the City’s Code of Ordinances.

Upon a motion made by Commissioner Dike and a second made by Commissioner Laws, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to table proposed amendments to Chapter 6 and Chapter 36 of the City's Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings. The motion carried.

**7. Notice of administrative approval – Amending plat of Lockhill Shavano Unit-17 Tract C to relocate interior lot line between lots 4 and 5.**

City Manager Hill provided notice of administrative approval - Amending plat of Lockhill Shavano Unit-17 Tract C to relocate interior lot line between lots 4 and 5.

**8. 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 proposed sidewalks.

**9. Discussion / action - Rescheduling the Jan 4, 2017 Planning & Zoning Meeting – City Manager**

Upon a motion made by Commissioner Dike and a second made by Commissioner Kuykendall, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to reschedule the January 4, 2017 Planning & Zoning Commission meeting to January 9, 2017 at 6:30 p.m. The motion carried.

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

City Manager Hill presented a report of the October 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. January - Presentation by City Manager Hill on the status of the proposed sidewalks and discussion concerning the same.
- ii. January – Proposed amendments to Chapter 6 and Chapter 36 of the City's Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings.
- iii. January – Proposed amendments to Chapter 6, Chapter 32 and Chapter 36 regarding carports.
- iv. January - Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.
- v. February, 2017 - 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 Dike 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 7:47 p.m.

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MICHAEL JANSSEN  
Chairman

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ZINA TEDFORD  
City Secretary