

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

January 6, 2016

6:30 P.M.

MINUTES

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 Aleman, 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 one signed up to address the Commission at this time.

4. Consent Agenda:

- A. Discussion and possible action to approve minutes of the Planning & Zoning Commission December 9, 2015 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 December 9, 2015. The motion carried.

5. Discussion and possible action on the Final replat establishing lot 1328A, being a 10.219 acre tract of land situated in Shavano Park Unit 17A in the City of Shavano Park.

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 the Final replat establishing lot 1328A, being a 10.219 acre tract of land situated in Shavano Park Unit 17A in the City of Shavano Park. The motion carried.

6. **Public Hearing**

A public hearing to receive testimony and comments on an application to rezone a 10.219 acre tract of land located at 3819 De Zavala Road, Lot 1328A, from A-3 Single Family Residential to A-1 Single Family Residential district.

Public Hearing opened – 6:39 p.m.

City Manager Hill gave an overview of the application request to rezone a 10.219 acre tract of land located at 3819 De Zavala Road, Lot 1328A, from A-3 Single Family Residential to A-1 Single Family Residential district.

Citizen voiced concerns about concerns regarding loss of natural habitat.

Citizen spoke in support of application request.

Public Hearing closed at 6:47 p.m.

7. **Discussion and possible action on an application to rezone a 10.219 acre tract of land located at 3819 De Zavala Road, Lot 1328A, from A-3 Single Family Residential to A-1 Single Family Residential district.**

Upon a motion made by Commissioner Lazor and a second made by Commissioner Fandel, the Planning & Zoning Commission voted nine (9) for and none (0) opposed to approve an application to rezone a 10.219 acre tract of land located at 3819 De Zavala Road, Lot 1328A, from A-3 Single Family Residential to A-1 Single Family Residential district. The motion carried.

Vote:

Carlos Ortiz - Yes

Kerry Dike - Yes

Konrad Kuykendall - Yes

Kathy Fandel - Yes

Richard Lazor - Yes

Albert Aleman - Yes

David Jauer - Yes

Brian Harr - Yes

Michael Janssen - Yes

8. **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 will meet next week.

9. **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 status of sign ordinance.

10. **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.

11. **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 proposed sidewalks.

12. **Report and update by City Manager Bill Hill concerning City Council items considered at the December 2015 City Council meeting and discussion concerning the same.**

City Manager Hill presented an update concerning City Council items considered at the December 2015 City Council meeting.

13. **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. February – Discussion and possible action of possible changes to the City’s ordinances regarding accessory buildings, outbuildings and portable buildings.
 - ii. February – Discussion and possible action on the City’s sign ordinance and the location of signs within the City of Shavano Park.
 - iii. February – Presentation by City Manager Hill on the status of the proposed sidewalks and discussion concerning the same.
 - iv. February – Discussion and possible action on the City’s sign ordinance and the location of signs within the City of Shavano Park.
 - v. February - Semiannual presentation by Denton communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.
 - vi. February – Discussion and possible action on the final application to rezone a 10.219 acre tract of land located on De Zavala Road from A-3 to A-1.

14. **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