

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

Albert Aleman

Konrad Kuykendall

Kathy Fandel

Richard Lazor

Brian Harr

David Jauer

Kerry Dike

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 Fandel and a second made by Commissioner Kuykendall, 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

No one signed up to address the Planning & Zoning Commission at this time.

4. Consent Agenda:

A. Approval - Planning & Zoning Commission minutes, August 3, 2016

Upon a motion made by Commissioner Fandel and a second made by Commissioner Dike, the Planning & Zoning Commission voted eight (8) for and none (0) opposed to approve minutes the Planning & Zoning Commission Meeting held August 3, 2016. The motion carried.

5. 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 Fandel and a second made by Commissioner Dike, the Planning & Zoning Commission voted eight (8) for and none (0) opposed to approve the proposed changes to the City’s sign ordinance subject to the amendments to Section 24-6(5) and 24-7. The motion carried.

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

Discussion was held on the proposed amended to Chapter 6 and Chapter 36 regarding accessory buildings, outbuildings, and portable buildings.

7. **Notice of administrative approval - Amending plat of Shavano Park Unit 19A, Phase I Commercial to revise name of existing street from Collins Circle to Pond Hill Road,**

City Manager Hill informed the Planning & Zoning Commission of a notice of administrative approval – amending plat of Shavano Park Unit 19A, Phase I Commercial to revise the existing street name from Collins Circle to Pond Hill Road.

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

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

9. **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. October - Presentation by City Manager Hill on the status of the proposed sidewalks and discussion concerning the same.
- ii. October – Welcome new members to the Planning & Zoning Commission.
- iii. October – Nomination and appointment of Chairman and Vice Chairman of Planning & Zoning Commission.
- iv. October – Public hearing on proposed amendments to Chapter 6 and Chapter 36 regarding accessory buildings, outbuildings, and portable building.
- v. October – Discussion / action on proposed amendments to Chapter 6 and Chapter 36 regarding accessory buildings, outbuildings, and portable buildings – City Manager Hill and Commissioner Aleman.
- vi. October - Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.
- vii. February, 2017 - Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.

10. **Adjournment**

Upon a motion made by Commissioner Fandel 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 7:30 p.m.

MICHAEL JANSSEN
Chairman

ZINA TEDFORD
City Secretary