

1. **Call to order**

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

PRESENT:
Carla Laws
Lori Fanning
Shawn Fitzpatrick
Michael Janssen
Vickey Maisel
Bill Simmons
William Stipek
Song Tan

ABSENT:
Cindy Teske

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 Maisel, and a second made by Commissioner Fitzpatrick, 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 Planning & Zoning Commission.

4. **Consent Agenda:**

Approval - Planning & Zoning Commission minutes, October 6, 2021.

Upon a motion made by Commissioner Fitzpatrick and a second made by Commissioner Fanning, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve the Planning & Zoning Commission minutes of October 6, 2021 as presented. The motion carried.

5. **Discussion / Presentation - Texas Open Meeting Act and Public Information Act Training by City Attorney – Attorney Cristian Rosas-Grillet of Bojorquez Law Firm**

Attorney Cristian Rosas-Grillet of Bojorquez Law Firm presented the Texas Open Meeting Act and Public Information Act Training.

6. **Discussion / Action - Possible amendments to Chapter 36 – ZONING of the City of Shavano Park Code of Ordinances to comply with H.B. 1475 of the 87th Texas Legislature - City Manager**

Upon a motion by Commissioner Fitzpatrick and a second by Commissioner Stipek, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to approve a possible amendment to Chapter 36 – ZONING of the City of Shavano Park Code of Ordinances as presented with further revisions as made by Planning and Zoning Commission during deliberation. The motion carried.

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

City Manager Hill provided an overview of items considered at the previous City Council Meeting.

8. **Chairman Announcements:**

- A. Advise members to contact City staff to add new or old agenda items.
- B. Advise members of pending agenda items:

9. **Adjournment**

Upon a motion made by Commissioner Fanning, and a second made by Commissioner Maisel, the Planning & Zoning Commission voted seven (7) for and none (0) opposed to adjourn the meeting at 8:38 p.m. The motion carried.

Carla Laws, Chairman

Trish Nichols, City Secretary