

1. **Call to order**

Chairman Laws called the meeting to order at 6:32 p.m.

**PRESENT:**

Carla Laws  
Donna Beladi  
Lori Fanning  
Shawn Fitzpatrick  
Vickey Maisel was 3 minutes late  
Bill Simmons  
William Stipek  
Song Tan  
Cindy Teske

**ABSENT:**

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 Fanning, and a second made by Commissioner Tan, 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 in the public signed up to speak at the Citizens to be Heard.

4. **Consent Agenda:**

A. Approval - Planning & Zoning Commission minutes, October 5, 2022

Upon a motion made by Commissioner Stipek and a second made by Commissioner Simmons, the Planning & Zoning Commission voted eight (8) for and none (0) opposed to approve the Planning & Zoning Commission minutes of October 5, 2022 as presented. The motion carried.

5. **Discussion / action – Amending plat adjusting lot lines between Lot 2190 and Lot 2184 to line up with corner Lot 2168 in Block 36 of Shavano Park Unit 19C, Phase V (PUD) – City Manager / Assistant City Manager**

City Manager Hill presented the amending plat action and the Commission held discussion on the amending plat action.

A motion was made by Commissioner Fanning to approve the amending plat and adjusting lot lines between Lot 2190 and Lot 2184 to line up with corner Lot 2168 in Block 36 of Shavano Park Unit 19C, Phase V (PUD)

A second made by Commissioner Fitzpatrick. The Planning & Zoning Commission voted eight (8) for and none (0) opposed to approve the amending plat and adjusting lot lines between Lot 2190 and Lot 2184 to line up with corner Lot 2168 in Block 36 of Shavano Park Unit 19C, Phase V (PUD)

6. **Public Hearing - The purpose of the public hearing is to receive comments from members of the public regarding the City's Commercial Development focus area of the Town Plan**

The Public Hearing opened at 6:38 p.m.

City Manager Bill Hill presented a brief overview of this agenda item, and Assistant Manager Leeth presented the Commercial Development survey results.

The Public Hearing closed at 6:45 p.m.

7. **Discussion – Second review of the Commercial Development focus area of the 2023 Town Plan – City Manager / Assistant City Manager**

**7.a. Review and discussion – Commercial Development public survey results**

**7.b. Review and discussion – Commercial Development write-up**

Assistant City Manager Leeth presented the second review of the commercial development focus area of the 2023 Town Plan.

The Commission reviewed and discussed the commercial development focus area of the 2023 Town Plan, the commercial development public survey results and the commercial development write-up. The Commission gave guidance to staff; no action was taken.

8. **Presentation / discussion – First review of the Community Engagement and Policing focus area of the 2023 Town Plan – City Manager / Assistant City Manager**

**8.a. Presentation and discussion – Police Chief Fox presentation on Community Policing**

**8.b. Review and discussion – Community Engagement and Policing draft write-up**

**8.c. Review and discussion – Community Engagement and Policing draft survey**

Police Chief Fox presented an overview of the City of Shavano Park Police department Community Policing efforts.

City Manager Hill presented the first review of the Community Engagement and Policing focus area of the 2023 Town Plan

The Commission reviewed and discussed the Community Engagement and Policing draft write-up and the Community Engagement and Policing draft survey. Commission gave guidance to staff; no action was taken

9. **Discussion - Select the focus area topic for the December 7, 2022 Planning & Zoning Commission meeting – City Manager / Assistant City Manager**

City Manager Hill reviewed the scheduling of focus area topics for future meetings. The commission gave guidance to staff to schedule Property maintenance standards and zoning focus area for December 7, 2022 Planning & Zoning Commission meeting; no action was taken; no action was taken.

10. **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.

11. **Chairman Announcements:**

- A. Advise members to contact City staff to add new or old agenda items.
- B. Advise members of pending agenda items:
  - i. December: Commercial Development Final Review
  - ii. December: Community Engagement and Policing Public Hearing and Second Review
  - iii. December: Introduction of next focus area (Topic TBD'ed)
  - iv. Ordinance to fix the mistaken 2017 B-2 PUD re-zoning of Lots 1701 & 1702 in Block 21, CB 4782E (Lynd Building / Pond Hill Restaurant) by formally re-zoning the lots back to MXD

12. **Adjournment**

Upon a motion made by Commissioner Fanning, and a second made by Commissioner Maisel, the Planning & Zoning Commission voted eight (8) for and none (0) opposed to adjourn the meeting at 9:34 p.m. The motion carried.

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Carla Laws,  
Chairman

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Trish Nichols,  
City Secretary

## PLANNING & ZONING STAFF SUMMARY

Meeting Date: December 7, 2022

Agenda item: 5 / 6

Prepared by: Curtis Leeth

Reviewed by: Bill Hill

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### **AGENDA ITEM DESCRIPTION:**

5. Public Hearing - The purpose of the public hearing is to receive comments from members of the public regarding the City's Community Engagement focus area of the Town Plan
6. Discussion – Second review of the Community Engagement focus area of the 2023 Town Plan – City Manager / Assistant City Manager
  - 6.a. Review and discussion – Community Engagement public survey results
  - 6.b. Review and discussion – Community Engagement draft write-up

X

#### **Attachments for Reference:**

- 1) 6a Survey Results (as of December 2 @ 11AM)
- 2) 6b Draft Write-Up (track changes)

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**BACKGROUND / HISTORY:** At the October 5, 2022 Planning & Zoning Meeting, the Commission selected Community Engagement and Policing for the 2<sup>nd</sup> focus area. Staff changed the title from “Public Safety” to “Policing” to focus the topic on Police and community crime-prevention efforts rather than fire safety or road safety efforts that are aspects of broader public safety term.

At the November 2, 2022 Planning & Zoning Meeting, the Commission gave guidance to staff on the survey and draft write-up. Survey was issued on November 3rd; results shown are as of December 2, 2022 at 11AM.

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**DISCUSSION:** This is the second review of the Community Engagement focus area of the Town Plan 2023.

#### **Schedule for Community Engagement**

City Staff need guidance on draft focus area write-up (item 6b).

Draft writeup has track changes from November meeting. Changes are minimal.

Month	COMMUNITY ENGAGEMENT
Nov	Intro
Dec	Review + PH
Jan	Final

After this meeting, the draft write-up will be updated with Commissioner feedback and then placed on January agenda for final review and consensus.

Public engagement efforts thus far include: multiple social media posts on Nextdoor/Facebook; multiple TextMyGov alerts sent out to over 200 residents; Roadrunner article in December Roadrunner (won't reach residents until early December) and QR Code survey links at December 3<sup>rd</sup> Winter Festival event.

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**COURSES OF ACTION:** N/A; give guidance to staff.

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**FINANCIAL IMPACT:** N/A

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**MOTION REQUESTED:** N/A; give guidance to staff on draft focus area write-up (item 6b)

## **Town Plan 2023: Community Engagement Survey**

Summary (as of Fri, Dec 2 @ 8:30AM)

- **Responses:** 47 respondents
- Respondents were not required to answer every question, so total answers by question vary.
- Survey used IP-filtering for security. A manual check for irregularities (like fake addresses) did not spot any fake submissions.

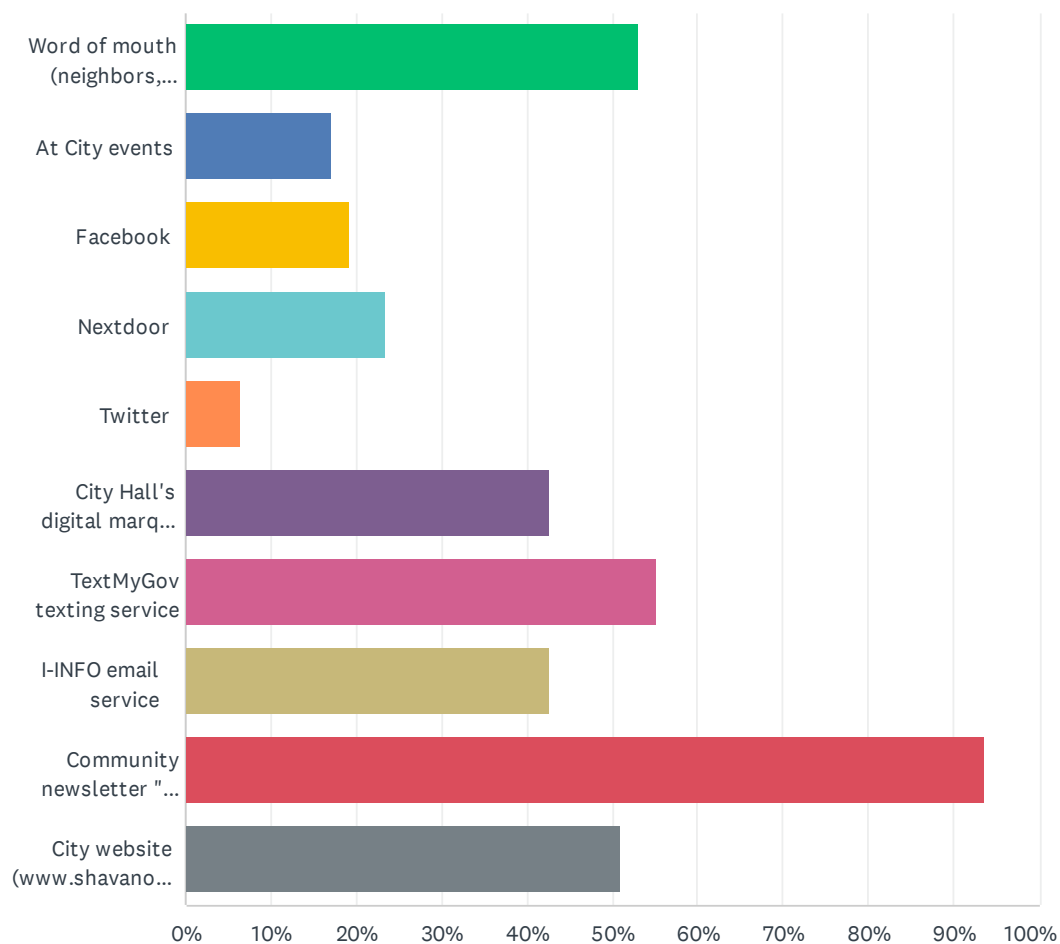
### Question 3 Summary

#### **How do you receive City Communications?**

- Top selection was "Community newsletter" at 93.62%
- Top 3: (1) Community Newsletter (93.62%); (2) TextMyGov (55.32%); (3) Word of Mouth (53.19%); (4) City website (51.06%); Tied at 42.55% for I-INFO and City Hall marquee sign
- 15 comments focused on newsletter and text message alerts

Q3 City Communications Communicating timely, accurate and relevant information to residents is both an important duty of City staff and a major part of building a sense of community. To accomplish this, the City utilizes a number of communication tools. The primary City communication tools as of this writing include: community newsletter "The Roadrunner", City website ([www.shavanopark.org](http://www.shavanopark.org)), City social accounts on Facebook, Twitter and Nextdoor, TextMyGov texting service and I-INFO email service. How do you currently receive City information? Select all that apply.

Answered: 47 Skipped: 0





ANSWER CHOICES	RESPONSES	
Word of mouth (neighbors, friends)	53.19%	25
At City events	17.02%	8
Facebook	19.15%	9
Nextdoor	23.40%	11
Twitter	6.38%	3
City Hall's digital marquee sign	42.55%	20
TextMyGov texting service	55.32%	26
I-INFO email service	42.55%	20
Community newsletter "The Roadrunner"	93.62%	44
City website (www.shavanopark.org)	51.06%	24
Total Respondents: 47		

#	IS THERE A WAY THE CITY COULD BETTER COMMUNICATE TO YOU? LEAVE A COMMENT:	DATE
1	I find that the communication is sufficient and timely. If anything the Roadrunner newsletter is sometimes received a week after the noted events.	11/30/2022 11:07 PM
2	Text	11/30/2022 9:54 PM
3	Most often the newsletter and these text messages!	11/22/2022 11:18 AM
4	Love the text messages & emails for city information & alerts!!!	11/21/2022 1:52 PM
5	No, I think the city gets the information out.	11/20/2022 9:15 AM
6	I think the City uses a good selection of options to communicate and especially for unique things such as street number sign painting, the hand delivery is nice.	11/19/2022 4:06 PM
7	Not that I know of.	11/19/2022 2:37 PM
8	No	11/18/2022 3:56 PM
9	The texts are working great for me. Thanks for adding that feature.	11/8/2022 11:03 AM
10	No, the City is doing a great job!	11/7/2022 12:54 PM
11	I think the City should push the City Council monthly meeting video out via I-Info. It is the best source of what is occurring in Shavano Park. It also shows the care with which City decisions are made.	11/6/2022 6:09 AM
12	I feel the City does a great job of communicating. Hard part is informing residents on how and where they can sign up to receive this info. Maybe a separate postcard that is only informing about all these communication tools and how to access. I could even include an article in Stroll Magazine on this topic!	11/4/2022 3:15 PM
13	I am not sure if I am signed up for texts, though I have been in the past. A postcard with the info to sign up could be helpful. I can look in the Roadrunner, but maybe some people don't even know to sign up.	11/3/2022 5:54 PM
14	Announcement archives with all emails chronologically listed on the web site.	11/3/2022 5:23 PM
15	Communicate clearly (in terms all citizens can understand) what issues will be addressed in City Council and P&Z meetings.	11/3/2022 4:48 PM

#### Question 4 Summary

#### **Volunteer Service on City Boards and Commissions**

- 32 comments submitted to open-ended comment box.

**Q4 Volunteer Service on City Boards and Commissions** Shavano Park is blessed to have a large number of talented residents with considerable professional experience that can assist the City. The City Council maintains a multitude of formal standing committees and informal project-specific working groups composed of resident volunteers. What would motivate you to volunteer to serve on a City board or commission?

Answered: 32 Skipped: 15

#	RESPONSES	DATE
1	i'm simply waiting for the right opportunity when I have free time to volunteer. I hope that chance will come soon.	11/30/2022 11:07 PM
2	Actually getting picked when I apply. I've applied before more than once and been ignored.	11/30/2022 9:54 PM
3	Not interested	11/30/2022 9:36 PM
4	Wham I retire	11/25/2022 7:45 PM
5	When time allows	11/22/2022 7:57 PM
6	need for expertise	11/22/2022 11:52 AM
7	Meeting at 5AM. I go to bed at 7:30 PM.	11/22/2022 11:18 AM
8	Nothing	11/21/2022 1:52 PM
9	Nothing, we have aged out. We have previously volunteered.	11/20/2022 9:15 AM
10	Dislike "politics" and "gamesmanship". Prefer group efforts that focus on common ground and transparency. Servant-leadership should be the prime strategy for all community efforts.	11/20/2022 8:24 AM
11	I already am on the Tree Committee. If we have open positions we need to fill we could include those in the Roadrunner. We could also have an information booth annually at the largest ( not sure what that is) City event to recruit or ask questions about service.	11/19/2022 4:06 PM
12	As I withdraw more and more from professional scheduling I could see more engagement in the appropriate field.	11/19/2022 3:31 PM
13	I am 83 and focusing my volunteering at Coker UMC.	11/19/2022 2:37 PM
14	Feeling that it was a board that I would have the expertise to contribute	11/19/2022 8:36 AM
15	Large increase in taxes. Large increase in crime.	11/18/2022 4:49 PM
16	If somebody asked me and if I felt I could add value	11/18/2022 4:42 PM
17	If I knew more about the commissions, such as what they aim to accomplish and how often they meet.	11/18/2022 4:24 PM
18	If there was a NEED for more volunteer members, but we have an abundance.	11/18/2022 4:11 PM
19	More info	11/18/2022 4:08 PM
20	More likely once I retire	11/18/2022 3:56 PM
21	If the time commitments were not too great and I could volunteer during my non-working hours	11/18/2022 3:48 PM
22	Knowing what those boards are and what type of focus each one has.	11/18/2022 3:39 PM
23	Wanting to help improve our community.	11/13/2022 12:29 PM
24	Perhaps when our kids are a bit older and I have more time. Full time work and toddlers	11/8/2022 11:03 AM

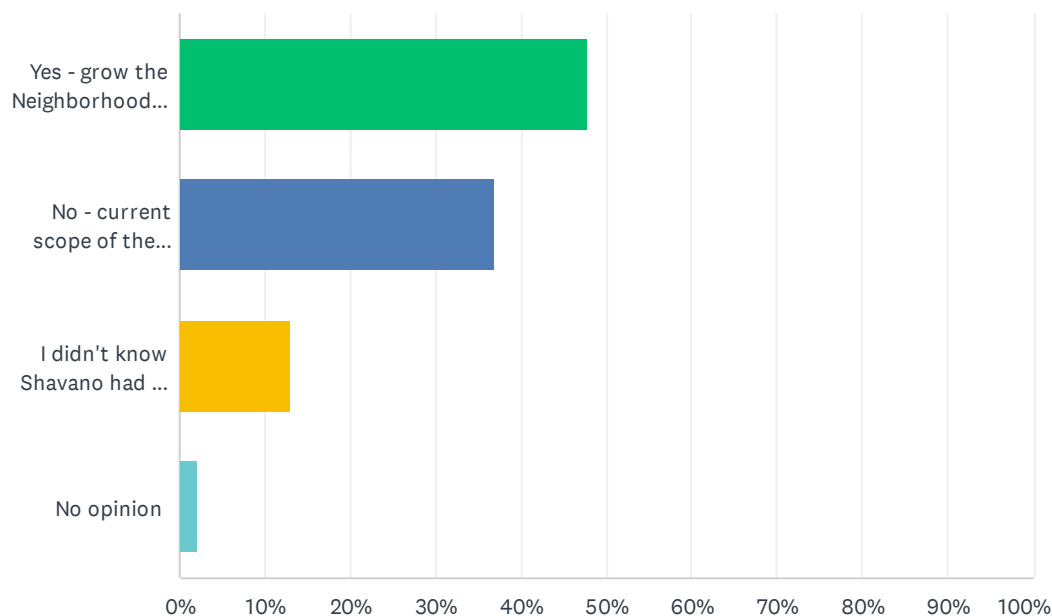
	currently take up all of our time.	
25	I do. The residents have to have a desire to serve to make sure Shavano remains an outstanding community.	11/7/2022 12:54 PM
26	Build a paved path to greenway off of cliffside drive	11/5/2022 11:44 AM
27	As editor of Stroll Shavano Park, unfortunately I just don't have the time right now combined with caring for parents and grandchildren. Maybe down the road.	11/4/2022 3:15 PM
28	Knowing areas of need	11/3/2022 7:59 PM
29	Already served in Planning & Zoning Com.	11/3/2022 6:28 PM
30	I have! I don't currently have time, but hope to serve again in the future.	11/3/2022 5:54 PM
31	Having skills or background to provide meaningful assistance. So far, I do not feel qualified to help.	11/3/2022 5:38 PM
32	I serve now and have for 30 years.	11/3/2022 4:48 PM

Question 5 Summary  
**Neighborhood Watch**

- 48% of respondents supported expanding the Neighborhood Watch program; 37% said current scope is fine; 13% didn't know about the program and 2% had no opinion.
- 14 comments submitted

**Q5 Neighborhood Watch** The Shavano Park Neighborhood Watch is a city sponsored and police managed program established by City Council in 2020. The program currently exists mostly as an email and text messaging service to about 200 residents. This program has immense potential to grow over time and become a key community engagement effort for the Police Department. Would you be interested in a Neighborhood Watch that had more in-person engagement; including local block captains and Neighborhood Watch specific events?

Answered: 46 Skipped: 1



ANSWER CHOICES		RESPONSES	
Yes - grow the Neighborhood Watch program to include in-person engagement, block captains and events		47.83%	22
No - current scope of the Neighborhood Watch is fine		36.96%	17
I didn't know Shavano had a Neighborhood Watch program		13.04%	6
No opinion		2.17%	1
TOTAL			46

#	YOU MAY EXPLAIN YOUR ANSWER BELOW OR PROVIDE OTHER IDEAS:	DATE
1	It would be great to have better excuses to call upon and get to know our neighbors better.	11/22/2022 11:18 AM
2	I previously have served as a block captain and found our Bently Manor Neighborhood Watch Chairman was using the program for her political agenda more than neighborhood watching. She is gone, but the program can be easily corrupted.	11/20/2022 9:15 AM
3	What does our Police Chief think re this topic?	11/20/2022 8:24 AM

4	Id be happy to partner with others in the Old Shavano area to do more	11/19/2022 4:06 PM
5	When criminal types know they are being watched or might be watched it is a deterrent against. Signage that there is an active watch program should be a deterrent . Citizens reporting suspicious activity is important	11/19/2022 8:36 AM
6	The NNO event at city hall serves no real neighborhood watch function but is more or less a talent show for elementary students.	11/18/2022 4:11 PM
7	Perhaps big possible each street could have a point person for NNW	11/18/2022 3:41 PM
8	I did not know we needed to sign up for the watch program. I heard there was one, unsure of how it works.	11/8/2022 11:03 AM
9	Promotes community engagement and assists the police force.	11/6/2022 6:09 AM
10	Block captains help coordinate streets and might increase the amount of block parties. Communication between block captains is key so residents are aware of a new block party in the area. Shavano Estates has had one party for the last several years and I send out emails and flyers. I didn't know another resident had signed up in our area and she didn't know we were still having it at our usual location. The SPPD would be able to communicate on a group email with block captains each year .	11/4/2022 3:15 PM
11	Serve on the Home Owners Association @ Shavano Creek	11/3/2022 6:28 PM
12	My street has a group text and we watch out for each other. I think more people should be included in this way of connecting to neighbors.	11/3/2022 5:54 PM
13	The police do not seem to be really watching when they drive by, look more like its a chore to pass the houses. A neighborhood watch would really help fill in that gap.	11/3/2022 5:23 PM
14	I don't know how it works or what it does.	11/3/2022 4:48 PM

Question 6 Summary  
**Community Policing**

- 28 comments submitted to open-ended comment box. Responses were generally positive on current police services. Few specific suggestions for events with elderly, gun safety class, and coffee with a cop.



**Q6 Community Policing** The Shavano Park Police Department recognizes the importance of the community working with police and maintains a number of community policing efforts. The Police Department focuses on neighborhood patrols so that officers are frequently visible in residential neighborhoods. The department, in addition, offers patrol-by and out-of-town home security check services for residents. Police are also active in hosting numerous free community training and information events such as C.R.A.S.E. (Citizen Response to Active Shooter Events) / Stop the Bleed response training and female self-defense courses. Would you like a new Police service or community engagement effort? Is there another Police service important to you? Tell us in the comment box:

Answered: 28 Skipped: 19

#	RESPONSES	DATE
1	I can't think of anything. I love the police's involvement in the community and at times visit them when they're parked outside my street.	11/30/2022 11:07 PM
2	Traffic Shavano used to be known as a "speed-trap", which was good. Not sure that's the case anymore.	11/30/2022 8:42 PM
3	We are very satisfied with the current police services, in particular the response time is excellent.	11/30/2022 5:04 PM
4	I think it's great!	11/26/2022 8:07 AM
5	current service and engagement is fine	11/22/2022 11:52 AM
6	IDK, but we sure appreciate our Police Officers.	11/22/2022 11:18 AM
7	I'm very pleased with the police patrol in my block.	11/21/2022 1:52 PM
8	I am satisfied with the police support.	11/20/2022 9:15 AM
9	Don't recall if we have ever had events re gun safety and liabilities.	11/20/2022 8:24 AM
10	I am not sure if you do childrens or elder events where they can meet officers I think many do nit know police are partners yo our citizens and are here to help Im not sure how well attended the trainings are	11/19/2022 4:06 PM
11	I would like to see constant reminders of existing programs through all current media.	11/19/2022 3:31 PM
12	I am happy with current service and community contact.	11/19/2022 2:37 PM
13	I don't know of an additional effort that could be helpful	11/19/2022 8:36 AM
14	How to deal with suspicious people or activity without creating a problem	11/18/2022 4:49 PM
15	Opportunities to Meet the Officers or community updates from police leadership would be nice. A regular (quarterly? Monthly?) Coffee with the Chief where he gets opportunity to showcase good departmental stuff or people and also meet those in the community who would attend. This should be free of any council member/mayoral involvement and be purely Chief and department lead if there's interest.	11/18/2022 4:42 PM
16	Police engagement is superb. Cannot think of anything new to improve it.	11/18/2022 4:24 PM
17	Pleased with present interactions	11/18/2022 3:56 PM

18	The existing services sound very good! I can't think of anything else.	11/18/2022 3:48 PM
19	Is a citizens on patrol group feasible? Might be helpful.	11/18/2022 3:41 PM
20	Continued visibility of police force	11/18/2022 3:39 PM
21	I think the Police Department is doing an excellent job !	11/13/2022 12:29 PM
22	Continue CRASE and female self-defense courses.	11/9/2022 4:56 PM
23	This year was the first I saw offerings for active shooter & other classes. Thank you! I hope to be able to join next year.	11/8/2022 11:03 AM
24	Our PD already does more than I would ever expect from them. Excellent community engagement.	11/7/2022 12:54 PM
25	These events are great! Please continue.	11/4/2022 3:15 PM
26	Continue with the timely rounds.	11/3/2022 6:28 PM
27	Sure like them to see us when we pass them and wave at them. They seem very unfriendly.	11/3/2022 5:23 PM
28	Should have regular coffee with the Chief or officer events.	11/3/2022 4:48 PM

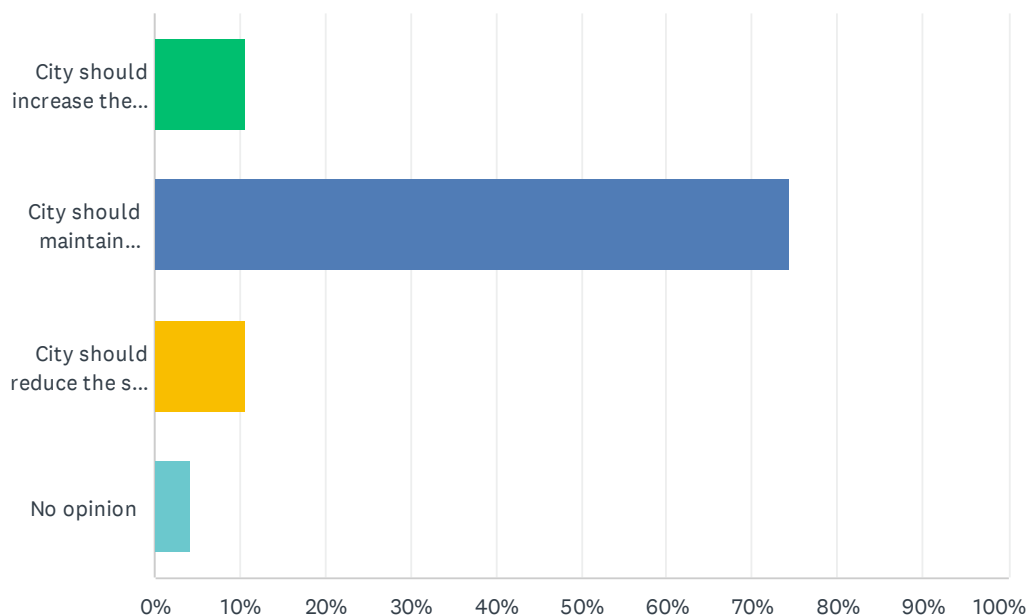
Question 7 Summary  
**City-sponsored Events**

- 74.5% of respondents supported "City should maintain current size and scope of City events," with event 10% for both increasing or reducing the size of City events.
- 19 Comments submitted.

## Q7 City-sponsored Events

Shavano Park hosts City-sponsored events. These events are family-fun activities that encourage residents to gather on the Municipal Tract for seasonal festivities. City-sponsored events have traditionally been the following: City-wide Garage Sale, Arbor / Earth Day in mid-April, Independence Day Celebration around Fourth of July, National Night Out on the first Tuesday of October, Trunk or Treat near Halloween and the Holiday Festival in early December. Would you like to see the City continue to support City events as currently scoped?

Answered: 47 Skipped: 0



ANSWER CHOICES	RESPONSES	
City should increase the size and scope of City events	10.64%	5
City should maintain current size and scope of City events	74.47%	35
City should reduce the size and scope of City events	10.64%	5
No opinion	4.26%	2
<b>TOTAL</b>		<b>47</b>

#	YOU MAY EXPLAIN YOUR ANSWER BELOW:	DATE
1	I love the events just as they are, and I think the timing is very well-thought out. I almost wish to suggest an Easter Egg hunt, but I assume and sympathize that there is a conflict - to stay out of religion. I'm not supportive of increasing scope, because I believe the events as they are, promote the community, promote the city just enough.	11/30/2022 11:07 PM
2	Additional community events in the town hall outdoor pavilions. Picnics, celebrations with food trucks, live music	11/30/2022 9:36 PM

3	City should get input on Garge sale dates from the community	11/22/2022 7:57 PM
4	great events this past year...it is particularly important to make them family friendly as families are teh future of our community	11/22/2022 11:52 AM
5	These events have been great fun to attend with our Grands, when we and they are in town.	11/22/2022 11:18 AM
6	I think the City does a lot. I was so pleased with the hazardous waste disposal & drug disposal. I always use the shredding service on our Arbor Day event.	11/21/2022 1:52 PM
7	I think what we do is great but very children focused Maybe add some more adult activities Also, I dont know how many really know the alderman I dont know if weve ever done a Meet your alderman coffee	11/19/2022 4:06 PM
8	Citizens can take pride and volunteer to make these events different in s ops with directions from council.	11/19/2022 3:31 PM
9	These events are important to our community	11/19/2022 8:36 AM
10	I haven't really been able to participate too much due to time but think this question could be informed by providing info/stats about how these events have been received by residents over the years (in comparison with actual SP population numbers). Plus, what are costs and what does the city consider ROI here? Community unity is a great idea but without measuring goals it's just a feel good spend. Data driven is always better than anecdotal.	11/18/2022 4:42 PM
11	Drop the NNO event. See above comment. It takes away from street NNO get togethers.	11/18/2022 4:11 PM
12	Same people attend events, so not sure events have an impact.	11/18/2022 3:39 PM
13	Love the current events and Pat of what I like is that they are not too big.	11/8/2022 11:03 AM
14	All great events!	11/7/2022 12:54 PM
15	Paved path to greenway please off of cliffside	11/5/2022 11:44 AM
16	We enjoy all these events. If the events grow more successful by more residents attending.. then the size and scope might be reevaluated.	11/4/2022 3:15 PM
17	Really enjoy the Farmers Market.	11/3/2022 7:24 PM
18	These events are important to bringing our community together. The Farmer's Market is a great addition to this, though I'd like to see more vendors there.	11/3/2022 5:54 PM
19	Amount seems about right.	11/3/2022 5:38 PM

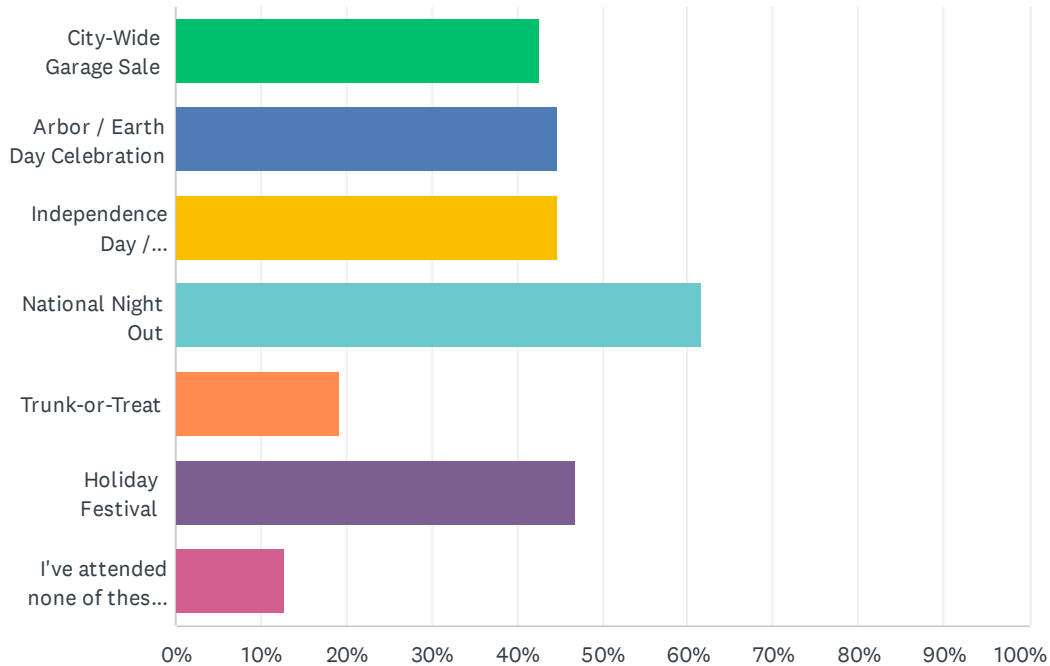
### Question 8 Summary

#### **Which City Events do you attend?**

- Top election was "National Night Out" at 61.7%; lowest event was Trunk-or-Treat at 19.15%
- Residents also asked if they would be interesting in volunteering – 16 responses were received in open-ended comment box.

## Q8 Attending City Events Which City events have you attended? Select all that apply.

Answered: 47 Skipped: 0



ANSWER CHOICES	RESPONSES
City-Wide Garage Sale	42.55% 20
Arbor / Earth Day Celebration	44.68% 21
Independence Day / Picnic-in-the-Park Celebration	44.68% 21
National Night Out	61.70% 29
Trunk-or-Treat	19.15% 9
Holiday Festival	46.81% 22
I've attended none of these events	12.77% 6
Total Respondents: 47	

#	WOULD YOU BE INTERESTED IN VOLUNTEERING TO WORK AT A CITY EVENT?	DATE
1	I want to, but have young children at this time. I hope in a few years that i can pay back the favor.	11/30/2022 11:07 PM
2	SP Farmers market	11/22/2022 7:57 PM
3	yes	11/22/2022 11:52 AM
4	Maybe. Problem is, I'm useless after 7 PM.	11/22/2022 11:18 AM
5	No	11/21/2022 1:52 PM

6	No, my age and health issues severely limit my ability to participate.	11/20/2022 8:24 AM
7	I think the farmers market is great and maybe we could trial some small seasonal events at that as we have limited staff	11/19/2022 4:06 PM
8	Yes	11/19/2022 8:36 AM
9	Sure, would just need details.	11/18/2022 4:42 PM
10	Not at this time	11/18/2022 3:48 PM
11	Not at this time.	11/13/2022 12:29 PM
12	I hope to make more of them next year. We attended our street local Night out party. Love The community events, thank you for organizing them!	11/8/2022 11:03 AM
13	I already do through SPW.	11/7/2022 12:54 PM
14	I have volunteered at all these events and will continue.	11/4/2022 3:15 PM
15	If time permits.	11/3/2022 5:54 PM
16	Already volunteer with SPW	11/3/2022 5:38 PM



Question 9 Summary  
**Ideas for City Events**

- 16 comments submitted to open-ended comment box.
- Some suggestions: Easter egg hunt, Veterans-themed event, Car showcase event, exercise activities (5K), Summer movie events, community orchestra performance

## Q9 Ideas for City Events What new activities at City events or entirely new City events would you like the City to consider?

Answered: 16 Skipped: 31

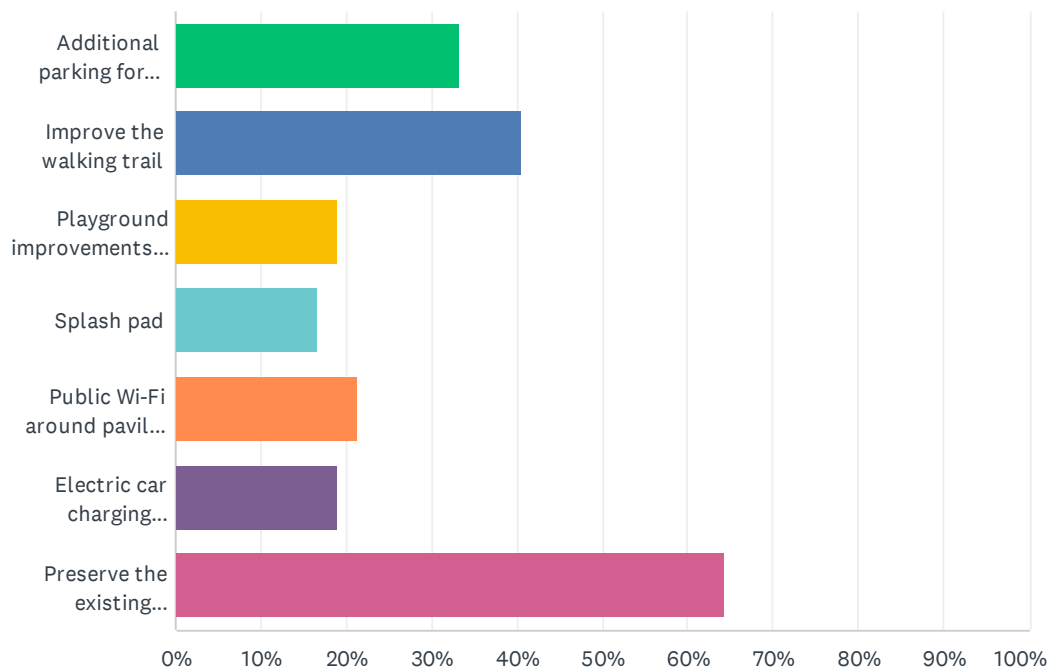
#	RESPONSES	DATE
1	Easter egg hunt I do also like the recent addition of the farmers market - it adds a simple flair to our area.	11/30/2022 11:07 PM
2	No ideas.	11/22/2022 11:18 AM
3	None	11/21/2022 1:52 PM
4	No suggestions.	11/20/2022 9:15 AM
5	None.	11/20/2022 8:24 AM
6	Im not sure what interest there would be but maybe something for a trial Friendsgiving and/or Valentine event Also, something to celebrate veterans on one of their holidays (veterans, memorial day)..banners, children cards or letter writing booth	11/19/2022 4:06 PM
7	None	11/19/2022 2:37 PM
8	On Second Saturdays there is Cars and Coffee at Six Flags. Many Shavano Park residents have cars of interest—( collector, new performance, unique, fun ) an car event specific to Shavano Park residents would be fun and build community spirit. A Shavano Park community orchestra could perform at the pavilion	11/19/2022 8:36 AM
9	Consider the cost of these events and consider really giving back to the community by trimming trees (on properties that ok it) the right way to prevent oak wilt which does more to add value to SP homeowners than any city party ever could. It would beautify the entire community, help prevent oak wilt, and residents would love you for it and get on a wait list for it every year.	11/18/2022 4:42 PM
10	Exercise activities eg benefit 5k walk, community garden, dog focused event: food and vendors present, dog park	11/18/2022 3:56 PM
11	I can't think of any right now.	11/18/2022 3:48 PM
12	Summer Friday movies for families	11/18/2022 3:41 PM
13	A 5k community event through the neighborhoods	11/18/2022 3:39 PM
14	Hiking off of a newly paved path to greenway	11/5/2022 11:44 AM
15	Continue as what you are doing.	11/3/2022 6:28 PM
16	I'd love to see "Music in the Park"! Maybe one a quarter or during the spring and fall when the weather is nice, we could have live music.	11/3/2022 5:54 PM

Question 10 Summary  
**Municipal Tract Amenities**

- Top 3 responses: (1) Preserve the existing natural habitat (64.29%); (2) Improve the walking trail (40.48%), (3) Additional parking for City events (33.33%)  
21 comments in open-ended comment box.

**Q10 Municipal Tract** The Municipal Tract is the center of Shavano Park and home to City Hall and police station, pavilion, playgrounds, walking trails and other amenities. The pavilion is used for all city-sponsored events, is open to the public and takes reservations for private events. Families gather daily to play on the playgrounds and enjoy the pavilion and walking trails. In 2022, the Municipal Tract began hosting a Farmer's Market with 20-30 vendors participating every Sunday. In 2023 the City is planning to add playground shade covers. What improvements would you like to see to the Municipal Tract? Select any or none of the options below and then add your own thoughts in suggestion box.

Answered: 42 Skipped: 5



ANSWER CHOICES	RESPONSES	
Additional parking for City events	33.33%	14
Improve the walking trail	40.48%	17
Playground improvements or expansion	19.05%	8
Splash pad	16.67%	7
Public Wi-Fi around pavilion and playgrounds	21.43%	9
Electric car charging stations	19.05%	8
Preserve the existing natural habitat	64.29%	27
Total Respondents: 42		

#	YOU MAY EXPLAIN YOUR ANSWERS BELOW:	DATE
1	I love the playground, and have a young child who uses it. I jog through the trails nearly once a week and think it's perfect, no changes should be made there. I love the tract as it is. A splash pad makes me nervous that it will attract more outsiders than citizens. Additional parking means more concrete, and I really don't support that. I think the pavilion is perfect, and have attended one private event there, and hope to reserve it for my one event some time. WIFI would be an attractive addition.	11/30/2022 11:07 PM
2	First of all, the playgrounds, pavilion, and walking trails on the municipal tract are NOT used everyday. Not that I could prove it without putting up cameras, but I think they are seldom used. I'm also not sure that "improvements" is the correct word, BUT we don't need anymore.	11/30/2022 8:42 PM
3	A community pool with exercising/physical therapy for residents would be nice.	11/26/2022 8:07 AM
4	Military Hwy expansion completion with bike/walk lanes will help with access for events and might eliminate the need for more parking.	11/22/2022 11:52 AM
5	Encourage more bicycling or walking to City events. Maybe have an Officer assist in Residents cross NW Military Hwy from the "Country side" or oldest side of SP.	11/22/2022 11:18 AM
6	Don't think any additional activities or events are needed at this time.	11/20/2022 8:24 AM
7	Maybe some sort of community garden	11/19/2022 4:06 PM
8	Not an EV investor as of yet but think this would be advantageous to the city	11/19/2022 3:31 PM
9	All of above would be outstanding and welcome improvements. The walking trail is a little difficult as some of it is rather uneven. Splash pads are very popular with families with toddlers. The splash pad at the Pearl is always busy on nice days	11/19/2022 8:36 AM
10	Don't know	11/18/2022 4:49 PM
11	No to everything but especially no to covering the playground stuff, it'll just have to be maintained year after year on top of current maintenance. Preserve what little we still have left and really highlight it for what it is - beautiful Legacy Greenspace. The rarest of things in today's world and especially in our community. Once NW Military is done, the character of what makes us special will be gone if you all don't protect it. We don't need more playground equipment or parking spaces, we need to honor why people move here - trees and green space, beautiful lots and great neighbors.	11/18/2022 4:42 PM
12	Dog park	11/18/2022 3:56 PM
13	I would like to the walking trail to be upgraded to crushed granite to make it more accessible to people with disabilities.	11/18/2022 3:41 PM
14	I would love to see our park grow and have items for more ages. I would rather not have a splash pad as I often make a quick stop & splashing is not part of quick.	11/8/2022 11:03 AM
15	We probably need to have more parking for events but also need to preserve the natural habitat.	11/7/2022 12:54 PM

16	Pave pathway from cliffside to greenway	11/5/2022 11:44 AM
17	Maybe a shade could be put over the slide area?? It gets so hot in the summer you cannot play on it or swing.	11/4/2022 3:15 PM
18	Clean out all the cedar trees in the tract. Then mulch the cuts and let residents pick up the mulch. Allow Oaks to survive and make the plot nice and clean.	11/3/2022 6:28 PM
19	The playground and walking trail, along with the pavilion and bathrooms took years to come to fruition, and are a tremendous asset to our neighborhood. We have a lot of young families moving into SP, and I see the Muni Tract as a place for our community to gather. Adding amenities makes SP more enticing to families, which in turn is good for the vitality of SP and home values for all.	11/3/2022 5:54 PM
20	Walking trail surface is not comfortable to walk on. Bird and butterfly habitat at the front is wonderful.	11/3/2022 5:38 PM
21	Quit destroying the animal habitat.	11/3/2022 4:48 PM

### Question 11 Summary

#### **Ideas on how to improve community engage**

- 22 comments submitted to open-ended comment box.
- No clear themes, but many specific suggestions of interest.

# Q11 Tell us any ideas you have on how to improve community engagement and community policing

Tell us any ideas or comments on community engagement and community policing you have in the comment box below.

Answered: 22 Skipped: 25

#	RESPONSES	DATE
1	I attended the C.R.A.S.E event and thoroughly enjoyed the training and the interaction. Ideas like this are excellent. I LOVE that the police visit Blattman Elementary, that they hand out badge stickers to my little one every time they see him. I almost wish the firemen had an attractive "gimmick" like that, as they would become instant heros. I also appreciated the firemen's brush collection/mulch event - these all build a love for our community. Can't forget the hazmat disposal event - that was long overdue and well appreciated. Same goes for the paper shredding and electronics disposal. It really shows the city cares. Thank you for these services.	11/30/2022 11:07 PM
2	I think community engagement is good. I think community policing is good. I'm sure there are budget restraints, but as our city gets larger AND has more growth on the perimeter, we should consider a larger police force. Use the money for a splash pad and electric car charging station to grow our law enforcement!	11/30/2022 8:42 PM
3	I used to live in Bellaire tTX which was its own city Here we have our own city but many subdivisions which does not make us feel like a community I love the fact that you have things at city hall and will try to do more with the city My wife is from San Antonio and they is why we moved back 2 years ago	11/25/2022 7:45 PM
4	Y'all are doing great in my eyes. Please keep sending text notifications. From there I can open the website or whatever...like take a survey	11/22/2022 11:18 AM
5	I have one concern. As the wildlife increases, such as deer, when one is injured or killed we have help in disposing of the animal. I personally am too old to do it myself.	11/21/2022 1:52 PM
6	None	11/20/2022 9:15 AM
7	Focus groups for community issues that are temporary in nature and limited in commitment. Ensure diversity of these groups by inviting a cross-section of residents.	11/20/2022 8:24 AM
8	I think many dont take time or know how to engage with the city Maybe we ask for a street captain who would take time to walk and knock on doors to hand deliver a key city service Faq card/flier	11/19/2022 4:06 PM
9	I have heard somewhere that residents are investing in there own security systems and I believe that these camera systems could be enhanced to assist ingress and egress from areas of neighborhoods. Example I would put extra cameras toward the front of my property that could capture vehicle tags etc.	11/19/2022 3:31 PM
10	None	11/19/2022 2:37 PM
11	Could the city promote fast electric vehicle chargers to be installed at all commercial establishment parking areas in Shavano Park?	11/19/2022 8:36 AM
12	Continue police patrols	11/18/2022 4:49 PM
13	Instead of spending tax dollars trying to create unity, find ways to save residents money/tax dollars. That creates community better than anything!	11/18/2022 4:42 PM
14	Too many City-sponsored events feature Blattman Elementary groups. Not all BE students are residents of the City. Limit their involvement to only 2 events/year.	11/18/2022 4:11 PM
15	Continued programs such as those already in progress.	11/13/2022 12:29 PM



16	More policing on Lockhill Selma Street for speed control which has gotten worse since NW Military is under construction. There are key times when active police officers could be parked on Lockhill Selma to monitor these speeders. Another thought is to place an empty police vehicle in different locations on Lockhill Selma to remind drivers to slow down when driving over the 35 mph speed limit. Frequently put out the speed wagon on Lockhill Selma. Overall Lockhill Selma needs more police attention. Finally Bentley Manor has speeding on Geddington and Bentley Manor streets, and the speed wagon on these 2 streets could remind drivers to slow down. There are many walkers in Bentley Manor and there are no sidewalks. Speeding cars are dangerous to pedestrians in Bentley Manor. Thanks.	11/9/2022 4:56 PM
17	The city does an excellent job on both.	11/7/2022 12:54 PM
18	For community policing - utilize camera and other technology in the neighborhoods to assist police	11/6/2022 6:09 AM
19	The city is doing a great job bringing the community together!	11/4/2022 3:15 PM
20	We voted for the bond to help our Eastside residents. Now lets reduce the trash pickup to once a week. This will reduce the impact on our streets by one third.	11/3/2022 6:28 PM
21	Improving the website to provide a verification that your vacation request has been received.	11/3/2022 5:38 PM
22	If you let citizens know about issues using clear language, in advance and with a reminder, more will be involved.	11/3/2022 4:48 PM



## Community Engagement and Policing

Community engagement ~~and policing~~ is ~~play~~ key essential roles to ~~in~~ keeping City government close to the people it serves. Shavano Park enjoys a small-town sense of community fostered through City events and festivities, the use of Municipal Tract facilities and resident volunteerism. The City depends on input from well-qualified volunteers serving on boards, commissions, and committees. Resident participation in Police programs like Neighborhood Watch helps the City maintain low crime rates. This

Town Plan envisions that the City Council continue to ~~and our Police~~ prioritize community policing, continue efforts to grow the sense of community and preserve the strong tradition of volunteerism. By maintaining this vision, Shavano Park will ensure it retains its safe and secure neighborhoods and the small-town sense of community so beloved by residents.

**This Town Plan identifies the following Issues and Action Steps for the City in future Community Engagement and Policing:**

### Issues:

- Protect and foster Shavano Park's sense of community
- City depends on volunteers serving on City boards and commissions
- Preserve Shavano Park's low crime rate
- Important role of residents and businesses in preventing and investigating crimes
- Sustain the growing scope of City events and festivities
- Maintenance of the Municipal Tract's facilities
- Effective communications to all residents and businesses
- Increase awareness, interest and participation of residents

### Action Steps:

- Encourage residents to sign up to receive City communications
- Maintain and grow the City Neighborhood Watch program
- Enhance Police engagement with residents and business community
- Continue neighborhood patrol as a Police priority
- Explore parking improvements to accommodate growing scope of City events
- Use City events to engage and inform residents
- Maintain and incrementally improve Municipal Tract facilities based upon feedback from residents
- Recruit well-qualified volunteers for citizen-appointed Boards and Commissions

## Community Engagement



*Residents enjoying a magic show during City event*

## Resident Volunteerism

Shavano Park is blessed to have a large number of talented residents with considerable professional experience ~~in their private lives~~ that can assist the City. The City Council maintains a multitude of formal standing committees and informal project-specific working groups composed of resident volunteers. Formal standing committees are integral to the transparent and open government of the City. Residents serve on boards that advise on zoning authority and development (Planning and Zoning), hear and grant zoning variances (Board of Adjustment) and advise on the City's water system (Water Advisory Committee) to name a few.

The City Council also has a long tradition of asking talented residents to volunteer to serve in informal groups to assist the City on specific projects. Recent examples include the 2018-2019 Pavilion Committee that delivered recommendations on construction of the Municipal Tract Pavilion, N.W. Military Highway Beautification Committee formed in 2018 to help the City design landscaping proposals to beautify N.W. Military Highway after completion of the TxDOT project, Internet Working Group formed in 2022 to encourage internet service providers to install fiber direct to homes, and the Street Advisory Board formed in 2022 to provide expertise

Shavano Park enjoys a small-town sense of community fostered through City events and festivities, the use of Municipal Tract facilities and resident volunteerism. The City of Shavano Park has a long tradition of community engagement. In 1952, four years before incorporation, residents of Shavano Park founded the Shavano Park Garden Club. This organization still exists today, 70 years later, as the Shavano Park Women Club. Shavano Park fire safety was ensured by only a volunteer Fire Department comprised of community volunteers for many decades after its founding in 1956.

**In Memoriam – Michael  
“Mike” Lynn Janssen  
P&Z Commissioner  
2007 –2022**



*September 1, 1951 –  
May 20, 2022*

*An example of a resident volunteer with a big impact on the City's development. Mike Janssen was on Planning and Zoning Commission during 2010 and 2018 Town Plans.*

and recommendations on the City's \$10M bond street projects. These committees and boards, while informal, give the City valuable input on specific projects and help ensure these projects are successful. This Town Plan encourages City Council to maintain and promote opportunities for citizen-appointed Boards and Commissions

## **Municipal Tract**



*Playground & Pavilion on  
Municipal Tract*

The Municipal Tract consists of approximately 22 acres of land and is located in the center of the City at the northwest intersection of DeZavala Road and NW Military Highway. The Municipal Tract was deeded to the City by Rogers Shavano Ranch, Inc. (the Roger's Family) in 2000 to be used exclusively for "general municipal, municipal recreation, and other community-oriented purposes and/or facilities".

The 1999 Proposed 20-Year Master Plan envisioned improvements to the municipal tract in phases. In Phase 1, it identified the building of "a new City Hall / Police Department facility, jogging/walking/biking paths/trails, minimal restroom facilities, picnic area and at least one medium sized pavilion". Subsequent phases were not defined in detail but included considerations for recreational fields, sports courts and a civic center. After the

City Hall / Police Department facility was built along with the Bexar Metro 911 Center, no immediate improvements were implemented.

The 2010 Town Plan envisioned improvements that would create a "Town Center" where "neighbors could meet neighbors and children could safely play outdoors". Possible elements of the proposed City Center included: a "community center building to host City group functions, and other social and professional meetings; an outdoor area; a wellness area; and a natural buffer of trees". Beginning in 2015, incremental efforts were made to reduce fire hazards within the unimproved area, which was mostly overgrown with cedar trees. Improvements also included clearing an area parallel to DeZavala Road, installation of an access road to water Well #6, and the construction of a rain garden.





The 2018 Town Plan acknowledged that residents were divided regarding changes to the Municipal Tract, but that “any improvements should be based upon amenities desired by both current residents and those amenities that may be necessary to attract future residents”. The Town Plan provided that City Council will make decisions regarding any changes to the Municipal Tract. In 2019, a Citizen’s Amenities Committee was created and after receiving resident input the committee made recommendations for improvements that included a large pavilion, playscapes, a one-mile nature trail, and a restroom facility, which were soon after constructed.

Since 2020, the Municipal Tract has become the heart and center of Shavano Park. The pavilion is used for all city-sponsored events, is open to the public and takes reservations for private events. Families gather daily to play on the playgrounds and enjoy the pavilion and walking trails. In 2022, the Municipal Tract began hosting a Farmer’s Market with 20-30 vendors participating every Sunday.

This Town Plan encourages the City’s future leaders to maintain and incrementally improve the Municipal Tract. Feedback from residents should assist in prioritizing the improvements. Possible considerations include: additional parking; improvements to the nature trail; additional playgrounds or recreational facilities.

### **City-sponsored Events**

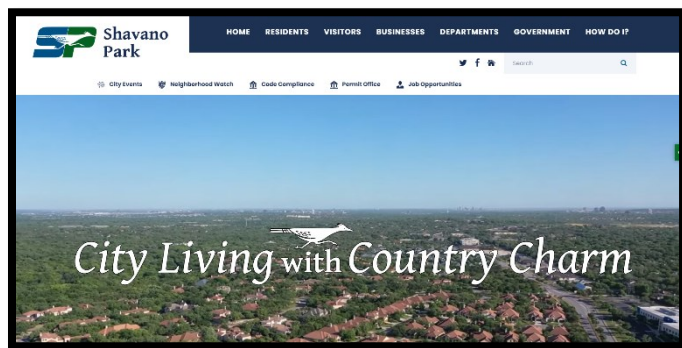
The City Council approves and schedules annual City-sponsored events. These events are family-fun activities that encourage residents to gather on the Municipal Tract for seasonal festivities. Over the years these events have grown steadily in scale and scope, attracting 200 – 500 residents depending on the event. City-sponsored events have traditionally included the following: Arbor / Earth Day in mid-April, Independence Day Celebration around Fourth of July, National Night Out on the first Tuesday of October, Trunk or Treat near Halloween and the Holiday Festival in early December. These events also serve as key community engagement opportunities for City staff. The growing scope and scale of these events is likely to continue. As many of these events take place at least partially in the main City Hall parking lot, parking can quickly become a challenge with many vehicles parked unsafely along



*Blattman Elementary Choir at City Hall Event*

N.W. Military Highway and DeZavala Road. This Town Plan encourages City Council to explore parking improvements to accommodate the growing scope of City events.

## City Communications



*City's Website ([www.shavanopark.org](http://www.shavanopark.org))*

Communicating timely, accurate and relevant information to residents is both an important duty of City staff and a major role in building a sense of community. To accomplish this, the City utilizes a number of communication tools, ranging from face-to-face engagement to digital communications like text messaging services. The primary City communication

tools as of this writing include: Roadrunner

community newsletter, City website ([www.shavanopark.org](http://www.shavanopark.org)), City social accounts of [Facebook](#), [Twitter](#) and [Nextdoor](#), [TextMyGov texting service](#) and [I-INFO email service](#). Many residents are not aware of these multitude of communication services. This Town Plan encourages City staff to increase citizen awareness of these communication tools. Encouraging residents to sign-up will help improve the effectiveness of City communications and boost efforts to build a sense of community.

## Community Policing



*2022 National Night Out  
Poster Contest Winners*

Community policing not only preserves and protects Shavano Park's small-town sense of community but is key to maintaining the City's low crime rate. The Shavano Park Police Department recognizes the importance of interacting with the community and maintains a number of community policing efforts. The Police Department focuses on neighborhood patrols so that officers are frequently visible in residential neighborhoods. Additionally, the department offers patrol-by and out-of-town home security check services for residents. Police are also active in hosting numerous free community training and information events such as C.R.A.S.E. (Citizen

Response to Active Shooter Events) / Stop the Bleed response training and female self-defense courses. The annual National Night Out event is a key opportunity for residents and our first responders to have personal interaction. These continuous efforts give residents timely, accurate and relevant information from the Police Department, promote transparency, and build trust within the community.



*Grinch is arrested at local Elementary  
by Shavano Police during Winter  
Holidays*

Residents and businesses working together with our police department under the Neighborhood Watch program is vital to preventing and investigating crime:

- Preventing Crime. Residents and businesses play key roles in preventing crimes through reporting suspicious activities and by posting security warning signs (such as 'Under Surveillance', 'Security Alarms', or 'Neighborhood Watch' signs) on their property. Additionally, many residents actively participate in Neighborhood Watch email program, providing a formal way for neighbors to watch out for each other and report suspicious activity. The Neighborhood Watch program allows the Police Department to be able to notify hundreds of residents of neighborhood criminal activity occurring nearby, when warranted, through email and text messages. All of these efforts demonstrate community vigilance and therefore discourages criminals from committing crimes in Shavano Park.
- Investigating Crime. Residents and businesses also play a key role in investigating crimes after they occur. Many properties have security cameras monitoring the exterior of their property and may record criminal activity. These recordings are valuable evidence in investigating and prosecuting criminal cases. Residents and Businesses with security cameras are encouraged to join the Police Department's Community Security Camera program to help the Police save valuable time during criminal investigations. The Neighborhood Watch program also plays a role in investigating crimes as the Police Department may quickly solicit crime tips through email and text messages to hundreds of Neighborhood Watch members. These collaborative efforts facilitate the prompt investigation and prosecution of criminal activities in the City.
- Neighborhood Watch. The Shavano Park Neighborhood Watch is a city sponsored and managed program established by City Council in 2020. The program currently exists

mostly as an email and text messaging service to about 200 residents. This program has immense potential to grow over time and become a key community engagement tool for the Police Department. Possibilities for growing the Neighborhood Watch include establishing neighborhood block captains, creating Neighborhood Watch specific events, and expanding the existing email and text messaging services to include more residents.

This Town Plan encourages City Council and the Police Department to continue to grow ~~their~~ community policing efforts through engagement with our residents and businesses ~~es, -partners~~ and to build community relationships that can help ~~and to~~ prevent and investigate crimes.



## PLANNING & ZONING STAFF SUMMARY

Meeting Date: December 7, 2022

Agenda item: 7

Prepared by: Curtis Leeth

Reviewed by: Bill Hill

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### **AGENDA ITEM DESCRIPTION:**

Discussion – First review of the Property Maintenance Standards and Zoning focus area of the 2023 Town Plan – City Manager / Assistant City Manager

- 7.a. Presentation – Overview of current City property maintenance standards and zoning regulations
- 7.b. Review and discussion – Property Maintenance Standards and Zoning draft write-up
- 7.c. Review and discussion – Property Maintenance Standards and Zoning draft survey

X

### **Attachments for Reference:**

- 1) 7b Draft Property Maintenance Standards and
- 2) 7c Zoning Draft Public Survey

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**BACKGROUND / HISTORY:** At the November 2, 2022 Planning & Zoning Meeting, the Commission selected Property Maintenance Standards and Zoning for the 3<sup>rd</sup> focus area of the Town Plan.

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**DISCUSSION:** This is the first review of the Property Maintenance Standards and Zoning focus area of the Town Plan 2023.

### **Schedule**

#### **City Staff need guidance on two items:**

- 1. Give initial feedback on draft focus area write-up (item 7b)
- 2. Come to consensus for the public survey (item 7c)

Staff will provide a short presentation on current City property maintenance standards and zoning at the meeting.

Staff left the Issues and Action Steps blank for first introduction. **Chairman Laws encourages Commissioners to come to meeting prepared to speak on what they think the issues and action steps are for this focus area.**

Month	PROPERTY MAINTENANCE STANDARDS AND ZONING
Dec	Intro
Jan	Review + PH
Feb	Final

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**COURSES OF ACTION:** N/A; give guidance to staff.

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**FINANCIAL IMPACT:** N/A

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**MOTION REQUESTED:** N/A; give guidance to staff on:

1. Give initial feedback on draft focus area write-up (item 7b)
2. Come to consensus for the public survey (item 7c)



## Property Maintenance Standards and Zoning

The City of Shavano Park is an affluent and beautiful community with commercial zoning districts bordering the west and north boundaries and a mix of residential districts ranging from the original neighborhoods with a rural aesthetic to modern, gated subdivisions with homeowner associations. Zoning regulations control where and what type of commercial and residential developments may occur, and property maintenance standards dictate property owner responsibilities and minimum conditions allowed. Together they play a key role in preserving the City's property values and natural beauty. The City's regulatory zoning power is the most significant way for the City to safeguard its single-family residential character. For example, zoning ordinance presently prevent the redevelopment of existing residences to multi-family uses, short-term rental uses, and the subdivision of lots. The City's regulatory power for property maintenance is likewise the City's most influential way to ensure the City's affluent neighborhoods remain so in the future, preserving property values and growing long-term value in the City. This focus area is our City's vision for preserving the affluent and beautiful character of our City.

This Town Plan identifies the following Issues and Action Steps for the City in future regulating of property maintenance standards and zoning:

### Issues:

### Action Steps:

### **Characteristics of Shavano Park's Residential Neighborhoods**

The heart of the City of Shavano Park is its residential neighborhoods. Shavano Park's mix of affluent and beautiful residential neighborhoods ranging from the original neighborhoods with a rural aesthetic to modern, gated subdivisions with homeowner associations. The distinguishing feature of Shavano Park's residential neighborhoods is its single-family character, which is defined and enforced under the City's Zoning Ordinance. The City's zoning authority comes from State Law and allows the City to control subdivisions, to include both the density of structures and of population. A key aspect of this single-family character is the stipulation that each lot is designated as one dwelling unit to be occupied by the owner and their family or by a rental tenant under a long-term lease. Short-term rentals of less than 90 days are prohibited. The City has no areas zoned for multifamily developments or short-term rental properties.

#### **Definition from City Zoning Ordinance, Chapter 36:**

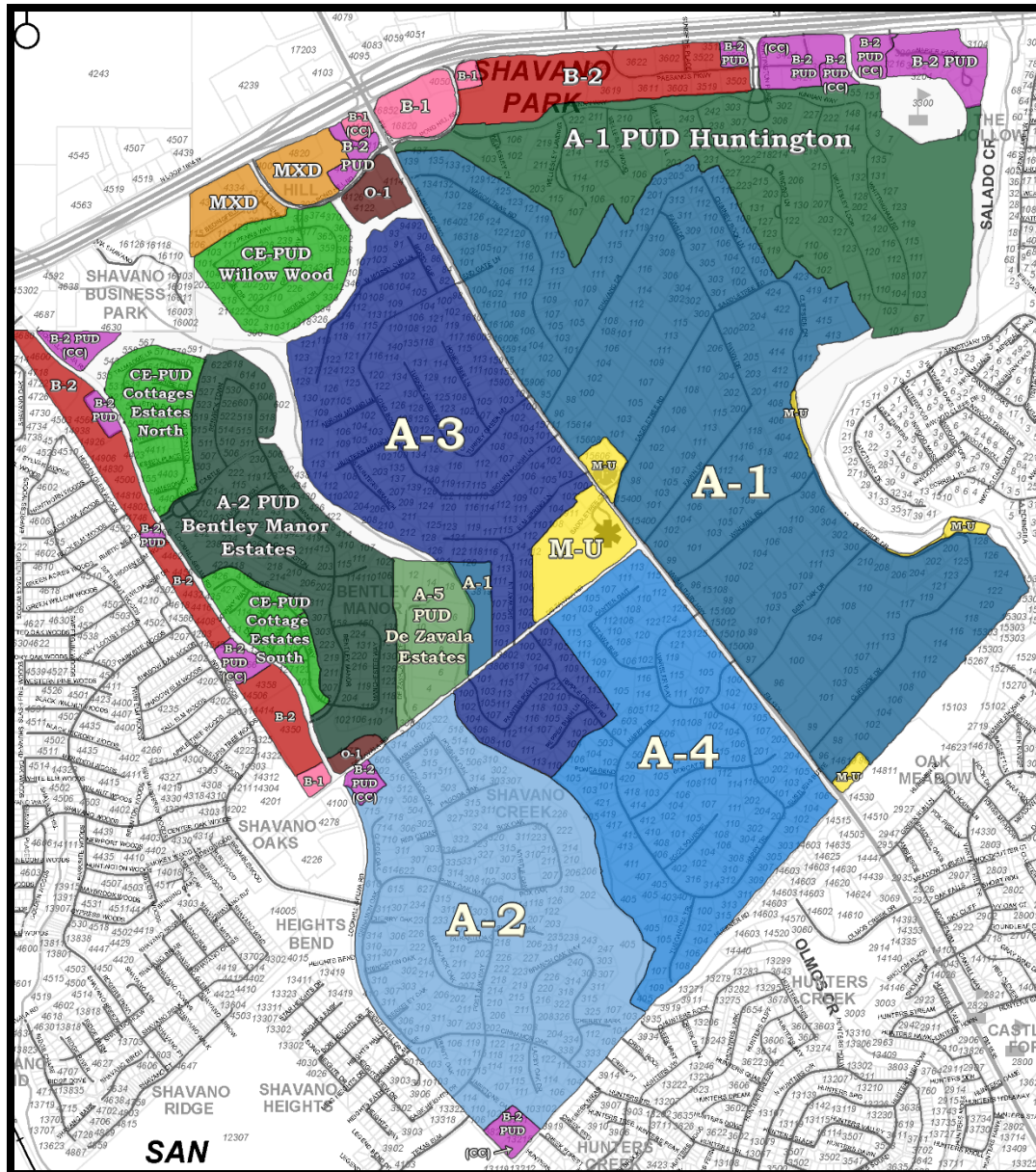
*Single-family residence* means a structure designed for use as one dwelling unit and actually used for permanent or seasonal occupation by the owner, the owner's family or long-term rental tenant under a written long-term rental agreement as a principal residence where the owner, owner's family or long-term rental tenant intends to maintain a permanent or long-term residence. Short-term rentals are expressly excluded from this definition and shall not constitute single-family residential use.

This "one lot, one home, one family" characteristic is reinforced by other zoning rules that shape the nature of Shavano Park residential neighborhoods. See Zoning map on the following page.

<b>Zoning Rule</b>	<b>Rule in Brief</b>	<b>Impact</b>
Single-family Use	All residential areas require single-family use, defined as blood relations + 1 unrelated person	Prevents homes being converted into duplexes, town homes or other multi-family residences.
Minimum lot size requirement	A-1 and A-4: 1 acre A-2, A-3 and A-5 PUD: 0.7 acre Smaller lots sizes only for cottage estate neighborhoods	Prevents subdividing of existing lots and creation of denser neighborhoods
Minimum gross floor areas	A-1: 1,600 square feet A-2, A-3, A-4 and A-5 PUD: 1,800 square feet Cottage estates: 2,000 square feet or more	Prevents construction of smaller homes found in denser urban neighborhoods
Short term rentals prohibited	Rental of real property for a period short than 90 consecutive days is prohibited City-wide	Prevents short-term rental properties from disrupting residential neighborhoods
Building setback lines	No structure except small portable buildings and other minor items are allowed in building setbacks	Creates lower density neighborhoods; prevents subdividing into smaller lots

**Zoning districts correspond to the following residential neighborhoods:**

- A-1: *Old Shavano Park East*
- A-1 PUD: *Huntington*
- A-2: *Shavano Creek*
- A-2 PUD: *Bentley Manor*
- A-3: *Old Shavano Park West*
- A-4: *Shavano Estates*
- A-5 PUD: *DeZavala Estates*
- CE-PUD: *Cottage Estates in Bentley Manor and Willow Wood*
- Mixed-Use District (MXD): *Pond Hill Garden Villas*





This town plan envisions future City leaders maintain these zoning rules to preserve the single-family residential character of the City.

### **Property Maintenance Standards**

Another important City tool in preserving the affluent and beautiful nature of commercial and residential properties is property maintenance standards. This is also an area of controversy as it deals with the delicate balance between the interest of the community and individual property rights. Residents have conflicting opinions regarding this delicate balance and how it may be achieved and managing this tension is a critical task of the City of Shavano Park.

As we age, our bodies wear down and we often require more attention and efforts to maintain our health. Residential and commercial structures also require more maintenance and occasional renovations to remain structurally sound, functional and looking sharp. Individual structures and neighborhoods that are poorly maintained cost citizens more money, depress property values, and foster vandalism and crime. Enforcement of minimum property maintenance standards is not just about sustaining neighborhoods; it is essential to the success of the City's vision as a premier community in Bexar County. Neighborhoods have a better chance to thrive and grow in value when disrepair, trash and other refuse is held in check.



*Widely spaced homes, set back from road in Old Shavano Park West (A-3)*



*Denser homes, closer to road in Pond Hill Garden Villas (MXD)*



This Town Plan finds that proper maintenance of properties is necessary to protect the welfare, attractiveness, and character of the community. A

standard of maintenance guards against unsafe and unhealthful conditions which can cause neighborhood deterioration. This Town Plan also envisions the City adopting property maintenance standards that are reasonable, understandable, and enforceable while avoiding overly burdensome regulations. In addition, the Town Plan encourages future City leaders to remain attentive and responsive to resident and business feedback on the burden of property maintenance standards. Following these guidelines will help maintain a healthy balance between community interest and individual property rights.

### **The tear down and rebuild of older homes**

City also has authority to regulate the redevelopment of existing residential lots. As homes age, the properties they sit on accumulate value. There is a growing trend of demolishing an older home and building an entirely new structure in its place. Some home buyers understandably want to construct a modern home meeting their desired amenities and tastes in our desirable City. When this new home is constructed, it is treated as a new build and must meet all



current City zoning and technical code standards. The City currently charges no fee for a demolition permit to tear down a building, lowering the overall costs of a redevelopment project.

This redevelopment of existing lots increases the property values of those parcels and grows property values across the City. As the City nears total build-out in the next 5 to 10 years, redevelopment activity will be one of the few remaining drivers of property value growth in the City. This trend should therefore not be made more difficult by the City. This Town Plan envisions future City leaders avoiding implementing new regulations that make of the redevelopment of old residential properties more expensive or burdensome.



## Shavano Park Town Plan - Property Maintenance Standards and Zoning

It's time to update the City's Town Plan and we need your input! This is the third survey of six town plan focus areas. To ensure we reach the widest cross-section of citizens, the City will use a range of tools and approaches to encourage participation from a place and at a time convenient to you. The third focus area is **PROPERTY MAINTENANCE STANDARDS AND ZONING**.

### **WRITE IN**

Complete the survey below regarding the Town Plan focus area of Community Engagement. Alternatively, you may provide feedback by texting "Town Plan" to 210.853.2003 or emailing to [contact@shavanopark.org](mailto:contact@shavanopark.org).

### **SHOW UP**

Attend the public hearing regarding the Town Plan focus area of Community Engagement during the Planning & Zoning Commission meeting at 6:30pm on Wednesday, January 4, 2022 at 900 Saddletree Court.

### **DIAL IN**

Participate in the public hearing remotely. Dial in on Wednesday, January 4, 2022 at 6:30pm. Zoom phone is XXX-XXX-XXX and use meeting ID: XXX-XXX-XXX.

**Visit <https://www.shavanopark.org/townplan> for historical information, updates and more.**



\* 1. **First and Last Name**

\* 2. **Street Address**

3. **Single-Family character**

The distinguishing feature of Shavano Park's residential neighborhoods is its single-family character, best described as "one lot, one home, one family." No residential area of the City currently allows multi-family which would be options like duplexes, townhomes and condominiums, or renting of a guest house or rooms within a home to more than one unrelated person.

How important is preserving the Single-Family use in residential areas?

- ☐ Very Important
- ☐ Somewhat Important
- ☐ Not Important
- ☐ No opinion

You may explain your answer by leaving a comment:

#### 4. **Short-term Rentals in Residential Areas**

A key aspect of Shavano Park's single-family character is each lot is designated for the use of one owner and their family or a long-term rental tenant of 90 days or more. Short term rentals of less than 90 days are prohibited City-wide by zoning rule. Short-term rentals are a growing trend nationally, with homes being offered for rental by online companies such as HomeAway, Airbnb, and many others.

How important to you is the City's prohibition of short-term rentals in residential areas?

- ☐ Very Important
- ☐ Somewhat Important
- ☐ Not Important
- ☐ No opinion

You may explain your answer by leaving a comment:

#### 5. **Regulations for Residential Properties**

What City regulations on residential properties do you support?  
Select as many options as you want, or none at all.

- |   |  |
|---|--|
| <input type="checkbox"/> Limitations on size and amount of signage on a property                              | <input type="checkbox"/> Prohibit outdoor lighting at night that shines outward/upward |
| <input type="checkbox"/> Building setbacks that limit structures near property lines                          | <input type="checkbox"/> Prohibit carports that face the street                        |
| <input type="checkbox"/> 8 foot height limitations of fences and small portable buildings near property lines | <input type="checkbox"/> Require defacement of properties be repaired/cleaned          |
| <input type="checkbox"/> Prohibit accumulation of trash or junk on properties                                 | <input type="checkbox"/> Require fences be well maintained                             |
| <input type="checkbox"/> Prohibit open parking of inoperable/junk vehicles on properties                      | <input type="checkbox"/> All of the Above  |
| <input type="checkbox"/> Prohibit overgrown or unmowed property yards   | <input type="checkbox"/> None of the above   |

You may explain your answer by leaving a comment:

## 6. **Balancing Individual Property Rights vs Community's Interest in Maintaining Properties**

Any regulations placed on homes are an area of controversy as it deals with the delicate balancing between the interest of the community in maintaining properties vs individual property rights. Different residents fall on different sides of the balance between these two interests.

Where do you fall in the balance between the community's interest in maintaining properties vs individual property rights? Tell us in the comment box below.

## 7. **Tear Down and Rebuild of Older Homes**

As homes age, the land they sit on accumulates value. There is a growing trend of demolishing an older home and building a new one in its place. Some home buyers want to take advantage of the beautiful existing lots to construct a modern home meeting their desired amenities and tastes. When this new home is constructed, it is treated as a new build and must meet the current City zoning and technical code standards. The City currently charges no fee for a demolition permit to tear down a building, lowering the overall costs of a tear down and rebuild project.

What are your thoughts on this trend? Tell us your thoughts in the comment box below.

## PLANNING & ZONING STAFF SUMMARY

Meeting Date: December 7, 2022

Agenda item: 8

Prepared by: Curtis Leeth

Reviewed by: Bill Hill

**AGENDA ITEM DESCRIPTION:** Discussion – Third and final review of the Commercial Development focus area of the 2023 Town Plan – City Manager / Assistant City Manager

X

**Attachments for Reference:**

- 1) 8a Commercial Development Writeup
- 2) 8b Commercial Development Survey Results

**BACKGROUND / HISTORY:** At the September 7, 2022 Planning & Zoning Meeting, the Commission came to consensus for six focus areas and selected Commercial Development for the 1<sup>st</sup> topic for the October Planning & Zoning Commission Meeting.

At the October 5, 2022 Planning & Zoning Meeting, the Commission considered the draft public survey and draft focus area write-up and gave guidance to staff. On October 6, 2022 the public survey for Commercial Development was issued. 69 submissions were received from October 6th – November 2nd and presented to the Commission. No further submissions have been received since November 2<sup>nd</sup>; results are attached as item 8b for Commissioner reference.

**DISCUSSION:** This is the Second review and public hearing of the Commercial Development focus area of the Town Plan 2023.

### Schedule for Commercial Development

City Staff needs guidance on focus area write-up (item 8a).

Month	COMMERCIAL DEVELOPMENT
Oct	Intro
Nov	Review + PH
Dec	Final

Commission should come to the meeting with proposed edits to the Commercial

Development focus area. Suggested edits can be submitted to Chairman Laws and/or City staff before the meeting as well.

Writeup is updated with track changes from November meeting. Note blue/green boxes are moved to 2<sup>nd</sup> page to show all track changes. Track changes include guidance from Commission on November 2<sup>nd</sup> and also edits submitted from Commissioners Beladi and Laws.

Changelog:

- Many changes to capture feedback from meeting: (1) city has limited influence over remaining development; (2) Bitterblue's vision of long-term value growth, (3) recognize

the tension between business development vs resident quality of life; (4) add curb appeal / walkability / bike-ability access to businesses

- Struck references to environmentally friendly developments (holdovers from 2018 and not a part of discussion in 2023 Town Plan thus far)
- Two new zoning actions for commercial areas (moved over from draft zoning write-up)
- Added “who participated” when discussing resident input

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**COURSES OF ACTION:** N/A; give guidance to staff.

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**FINANCIAL IMPACT:** N/A

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**MOTION REQUESTED:** N/A; give guidance to staff on focus area write-up (item 8a).



## Commercial Development

The City has only 48 acres remaining of land zoned for future commercial development.

Annexation of more land is not a possibility because the City is surrounded by the jurisdiction of the City of San Antonio. These 48 acres are important to the City's future as they are the final opportunities to add sales tax generating businesses. Sales tax revenues are an important funding source to repair City infrastructure, cover annual operating expenses and provide incentives necessary to retain a professional City staff. Residents also desire more local access to commercial services such as restaurants and retail. The City's vision for future commercial development is to work with the City developer to create business developments that add **a balance of** sales tax revenue and local services while preserving residential neighborhoods' quality of life.

This Town Plan identifies the following Issues and Action Steps for the City in future Commercial Development:

### Issues:

- Residents want more local access to commercial services – restaurants, retail, ~~and medical office space, entertainment and healthcare.~~
- Ensuring business uses remain compatible with Shavano Park.
- Managing the tension between business development and maintaining residential quality of life.
- ~~Residents desire to maintain the high-end aesthetics of existing commercial developments~~Ensuring business community maintains high standards.
- ~~\_\_\_\_\_~~
- ~~Sales tax revenues are a critical funding source to repair infrastructure and cover annual operating expense~~operations and there are fews commercial tracts left to be developed
- Zoning of remaining commercial lots to encourage business developments that are compatible with the City
- ~~Residents support the City encouraging sustainable development without additional cost to the City.~~
- ~~Residents want to extend the usable life, physical condition and curb appeal of commercial properties.~~

### Action Steps:

- City continues to work closely with Bitterblue to influence optimal businesses for remaining commercial tracts
- Maintain strict restrictions on business signage.
- Maintain restricted allowable business uses while monitoring market changes for necessary additions.
- Maintain up-to-date building codes while being responsive to local developers during code adoption.
- ~~Explore possible actions by City to encourage environmentally friendly developments.~~
- Maintain commercial property maintenance standards that are reasonable and enforceable
- Explore possible commercial developments for the 22-acre tract
- Re-zone the 22-acre lot into a Planned Unit Development to increase development flexibility
- Consider a Planned Unit Development or Mixed-Used District zoning for the 4.45-acre tract of land on Pond Hill West to increase development flexibility

## Current Business Community

The existing commercial areas of Shavano Park are located primarily along the Loop 1604 frontage road and Lockhill Selma Road in the prime north central area of metropolitan San Antonio. Shavano Park is surrounded by the City of San Antonio and a variety of shopping centers, restaurants and medical facilities are within close proximity to the City. The majority of the City's

commercial developments are office, medical and assisted living facility uses. Other developments include convenience stores, upscale restaurants, coffee shops and a private tennis club. Most businesses in the City were developed after 2000.



Most undeveloped commercial land is owned by one developer, Bitterblue, Inc., who works closely with the City to develop upscale commercial buildings and properties. Bitterblue's vision for Shavano Park over the decades has been a long-term focus on building value. It is important to remember that the City does not own the remaining undeveloped land and has limited influence over remaining commercial developments. This Town Plan envisions the City continues to work closely with Bitterblue to influence optimal businesses for remaining commercial tracts in Shavano Park. ~~The majority of the City's commercial developments are office, medical and assisted living facility uses. Other developments include convenience stores, upscale restaurants, coffee shops and a private tennis club. Most businesses in the City were developed after 2000.~~



The City is an affluent community where residents desire an upscale appearance of commercial developments that is walkable, bikeable and with greenspace. Residents of the City have long wished to retain high-end curb appeal through strong zoning rules, building regulations and signage restrictions. The City maintains relatively strict building standards and zoning rules to ensure the City's business developments positively impact our

~~community.~~ The City has adopted Property Maintenance Standards for commercial (and residential) properties to help ensure the existing business properties maintain these high

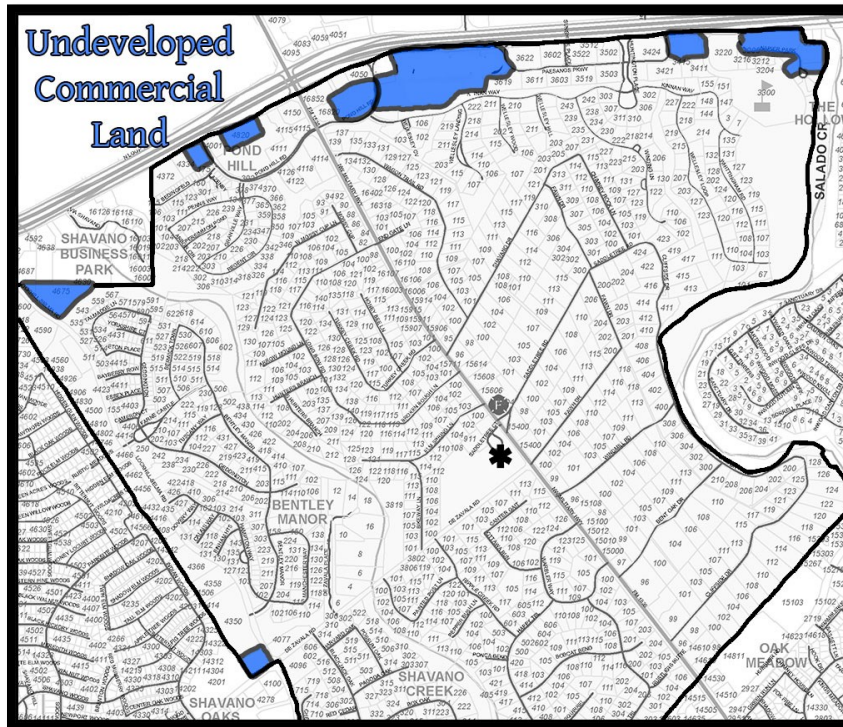


standards as they continue to age ~~while preserving our residential neighborhoods' quality of life.~~ The planned completion of sidewalks to De Zavala Road in 2023-2024 and TxDOT's NW Military project that adds new sidewalks and bike lanes to NW Military in 2023 will make the City' commercial developments more accessible for residents by bike or by foot.

In the Town Plan update process, residents who participated in public hearings and surveys stated their desire for more local access to commercial services including: restaurants, retail, gourmet shops and medical services. Residents who participated did not ~~favor~~support auto sales and services, hotels, liquor stores, bar / taverns and funeral homes as local businesses. Residents who participated expressed support for commercial property maintenance standards that ensure commercial properties remain upscale in appearance and well-maintained. A majority of residents who participated supported continued commercial development, by agreeing to statements that the City should maintain a balance between commercial and residential development or the City should work aggressively to attract sales tax revenue.

## Future Development

There remains only a small amount of land for future commercial development in Shavano Park. The few tracts that are undeveloped include (ordered by acreage):



*Undeveloped commercial lots are in blue.*

*Note: all but one of these lots are on the edges of Shavano Park along 1604 frontage road.*

- A.** 22-acre tract near Huntington, in early planning stages for a possible hotel development (zoned B-2)
- B.** 6.85 acres in Napier Park Office complex east of Blattman Elementary, pre-planned for small office (zoned B-2 PUD)
- C.** 5.08-acre tract at north end of Lockhill-Selma, pre-planned for medical (zoned B-2 PUD)
- D.** 4.45-acre tract in the Pond Hill east commercial, pre-planned for a mix of restaurant / retail (zoned B-1)
- E.** 2.85-acre tract near Pond Hill west and 1604 frontage (East Bound), pre-planned for a restaurant (zoned B-2 PUD)
- F.** 2.52-acre tract near Huntington West Office Building on 1604 frontage (east bound), pre-planned for future commercial (zoned B-2 PUD)
- G.** 2.2-acre tract on the northeast corner of Lockhill Selma and De Zavala Road, pre-planned for retail / medical (zoned B-1)
- H.** Two 1-acre tracts on Pond Hill east near Huntington, pre-planned for retail/medical (zoned B-2)

- I. 1.27-acre tract near Pond Hill west and 1604 frontage (East Bound), pre-planned for office (zoned Mixed Use District)

*Developments A and H: 1604 frontage near Huntington*



*Development B: 1604 frontage in Napier Park Offices*



*Development C: North end of Lockhill-Selma Road*





*Development D: Pond Hill east Commercial*



*Developments E and I: Pond Hill West Office & Restaurant*



***Development F: 1604 frontage near Huntington West Office***





*Development G: Northwest corner of Lockhill Selma Road & De Zavala Road*



## **Town Plan 2023: Commercial Development Survey**

Summary (as of Wed, Nov 2 @ 11AM)

- **Responses:** 60 respondents
- Respondents were not required to answer every question, so total answers by question vary.
- Survey used IP-filtering for security. A manual check for irregularities (like fake addresses) did not spot any fake submissions.

### Question 3 Summary

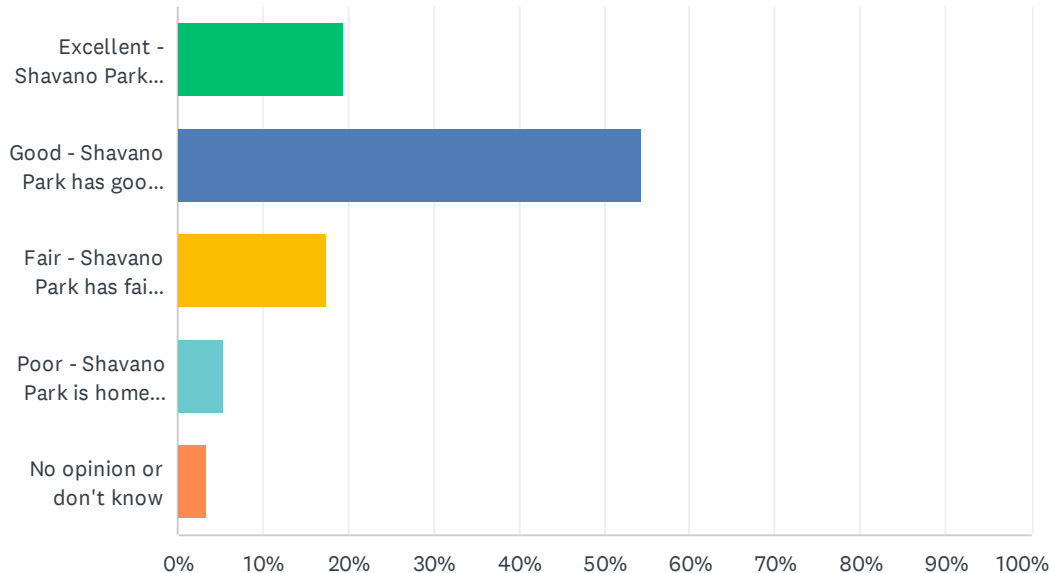
#### **Quality of Commercial Development**

- 73.69% of respondents responded that Shavano Park's business community is good or excellent.
- Top selection was "Good" at 54.39%
- Many comments mentioned traffic, local restaurant options that are not fast food, and bike / pedestrian access.



## Q3 Current Quality of Shavano Park Commercial DevelopmentHow would you rate the current quality of Shavano Park commercial development?

Answered: 57 Skipped: 3



ANSWER CHOICES	RESPONSES	
Excellent - Shavano Park has excellent commercial developments	19.30%	11
Good - Shavano Park has good commercial developments but with a few concerns	54.39%	31
Fair - Shavano Park has fair commercial developments but with some problems	17.54%	10
Poor - Shavano Park is home to poor commercial developments with many problems	5.26%	3
No opinion or don't know	3.51%	2
<b>TOTAL</b>		<b>57</b>

#	YOU MAY EXPLAIN YOUR ANSWER BELOW:	DATE
1	I would like more walkable/bike able food options—restaurants, a deli, brewery. A hardware store would be great. And access to the Salado Creek Greenway to allow strollers, bikes and people of all fitness and mobility levels to safely enjoy this amazing feature is my absolute top priority!	10/28/2022 12:49 AM
2	would like more sales tax businesses	10/27/2022 2:38 PM
3	The existing open retail space is a concern. It shows a lack of demand especially for the area by Whataburger. That building has been 20%+ occupied since it was completed.	10/27/2022 8:33 AM
4	I feel sorry for the people who have a big gas station sign in their backyard. The traffic on Lockhill Selma because of the development has ruined it for the Bentley Manor folks. While I haven't left yet, I certainly wouldn't move here again. The crime that has come in, the traffic noise, it's hard to tell the difference between San Antonio and Shavano Park. Property values near developed areas reflect the problem.	10/27/2022 6:01 AM
5	Concerns are at NW Military and 1604. Numerous accidents with cars going in and out of Starbucks in the morning and crossing traffic into 7-11. The road dividers helped, but they are	10/26/2022 9:20 PM

	gone with the construction. Hopefully they will be replaced. The traffic light at Pond Hill/NW Military should help.	
6	It has been kept to 1604 and Lockhill Selma	10/26/2022 4:41 PM
7	Beware of businesses that create a lot of traffic. Things are going to be mightily congested with all of the road improvements and these need to be considered in relation to what businesses are permitted to operate in our city. For an example, look no further than the intersection at Pond Hill and NW. Military Highway. Just wait until the property behind the Starbucks and McAllisters on NW. Military Highway adjacent to the Whataburger is fully developed. Place a bunch of high-volume retail businesses in this area and wait to hear the howls from the people living in Huntington, traffic signal or no traffic signal at Pond Hill and NW Military.	10/26/2022 12:13 PM
8	Enough of fast food establishments	10/26/2022 11:38 AM
9	As a bedroom community Shavano Park could use more family eateries.	10/20/2022 8:56 AM
10	Starbucks and the gas station create more traffic issues which we don't need. Traffic has already diminished our country atmosphere. However Professional buildings are welcome.	10/20/2022 8:30 AM
11	I think we don't need to add any more fast food restaurants in Shavano Park. It would be nice to have some higher and restaurants like on the par of paisanos, Silo, Friedrich's... Some thing that would distinguish our neighborhood. Whatever his bill needs to have a certain building code "look" That is high class and would be in keeping with the classiness of Shavano Park.	10/19/2022 7:38 PM
12	Limited parking at times. Hard to get back on NWMil at times. Assure turn lanes at new light CLEARLY MARKED!	10/19/2022 6:12 PM
13	Could use a few more shops. Maybe some boutiques.	10/19/2022 5:59 PM
14	Commercial development is necessary, I would like to see us maintain a high level of integrity with the developers on the last 48 acres.	10/19/2022 3:14 PM
15	In my opinion, the current commercial developments are architecturally aligned with Shavano Park's ambience and are visually pleasing. My desire is that there would be more retail & restaurant developments that are more convenient to Shavano Park residents.	10/19/2022 2:35 PM
16	I think we need more commercial development. Especially restaurants, etc. I hope the 1604 Frontage Rd will be used for that.	10/19/2022 2:24 PM
17	We could use more developments	10/19/2022 2:18 PM
18	I think we have very good commercial development at this point but have concerns that some existing properties and future properties will not keep up their surroundings to reflect the lovely landscaping and visual quality expected in Shavano Park.	10/17/2022 4:30 PM
19	Need more restaurants with easy bike and walking access Need access to the Salado Creek Greenway	10/11/2022 11:54 AM
20	I would like to see a paved path to the Salado Creek Greenway from Cliffside. I would also like a small grocery store, more restaurants, and a brewery. I would like safe bike-able access to Merit Coffee and Paesano's from Military and from Salado Creek Greenway. Thank you for your consideration! Abby 210-859-9912	10/9/2022 12:13 PM
21	Need more healthy food options, brewery, and paved path from cliffside to greenway	10/9/2022 12:11 PM
22	Any development to lower property taxes.	10/9/2022 11:49 AM
23	I feel all businesses should be in line with our city as a NWF and Tree city. Pet Land, as the most glaring example, does not belong.	10/8/2022 9:40 AM
24	Leave more green. Consider green sustainable building.	10/7/2022 8:21 PM
25	The wildlife have fewer safe places to live with increased traffic and development	10/7/2022 10:22 AM
26	Walk ability is beyond poor. No side walks for pedestrians. Not enough law enforcement in speed/school zones. Terrible businesses I.e. ugly car wash businesses in the area leave too much to be desired. Constant long term construction projects in the area.	10/7/2022 12:41 AM
27	The development of Pond Hill and the areas across NW Military have worsened our traffic flow	10/6/2022 11:42 PM

	and lessened our natural barriers of trees between our beautiful city and the highway.	
28	One of the main attractions of our city is the privacy and nature. Commercial Developments contracts should include requirements to maintain a certain level of vegetation to preserve the city's slogan of a country feel.	10/6/2022 4:45 PM
29	We need better access to and from commercial development along 1604. A street is needed to allow driving from Paesanos Restaurant and commercial buildings west back to NW Military. We need additional fine dining and no more fast food.	10/6/2022 4:41 PM
30	Future land use plan 1604/Pond Hill	10/6/2022 4:21 PM
31	I am happy with the style and cohesive look of buildings along Lockehill Selma.	10/6/2022 4:02 PM
32	I have agreed to all the commercial development with the exception of the gas station at the corner of Huebner and Lockhill Selma. Too large and unattractive	10/6/2022 3:54 PM

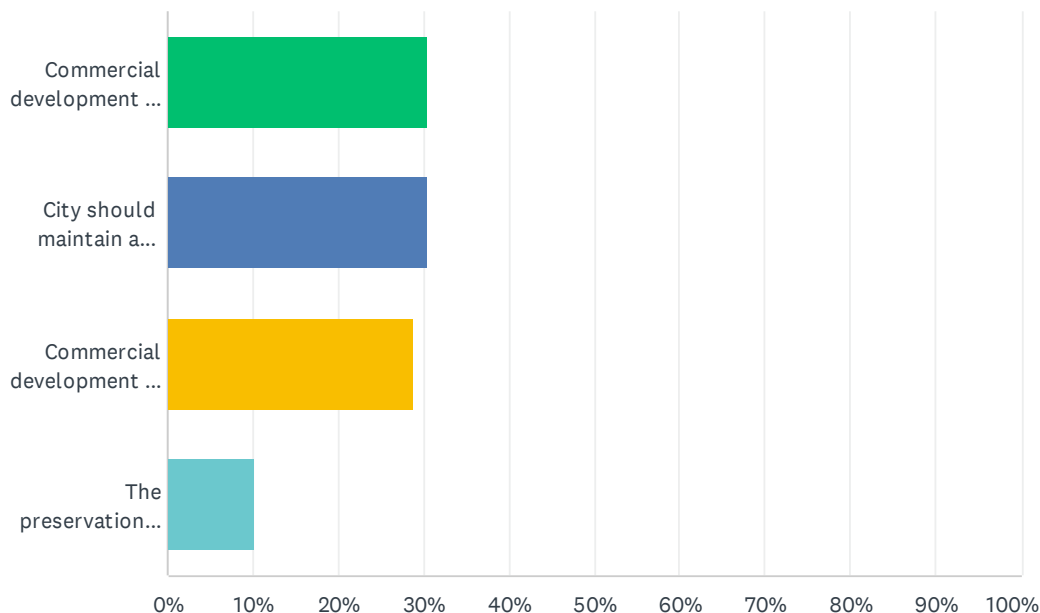
#### Question 4 Summary

#### **Balancing Future Commercial Development**

- Responses are fairly evenly distributed across answer choices. A Majority though at 61.02% selected either “maintain the balance” or “aggressively work to attract sales tax” rather than the more limited business development answer choices.
- Many comments mentioned concerns with high rise / high density businesses and possible decreasing quality of life from business developments.

**Q4 Future Commercial Development** There are only 48 acres of undeveloped commercial land in Shavano Park. These 48 acres are important to the City's future as they are the final opportunities to add sales tax generating businesses. Sales tax revenues are an important funding source to maintain City infrastructure while also affording equipment and incentives necessary to retain a professional City staff. At the same time the City must protect our residential neighborhoods' peaceful and quiet quality of life. Which statement most accurately expresses your views on future commercial development in Shavano Park?

Answered: 59 Skipped: 1



ANSWER CHOICES		RESPONSES	
Commercial development is extremely important to Shavano Park's future for sales tax revenue to minimize property tax increases. City should aggressively work to attract sales tax revenue businesses into our City.		30.51%	18
City should maintain a balance between commercial and residential development and continue to encourage high quality businesses.		30.51%	18
Commercial development is acceptable if it remains in restricted areas along Loop 1604 and Lockhill Selma Road and only includes low impact / low-density commercial uses.		28.81%	17
The preservation of Shavano Park's peaceful and quiet atmosphere should take precedence over any commercial development.		10.17%	6
TOTAL			59

#	YOU MAY EXPLAIN YOUR ANSWER BELOW:	DATE
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1	Our property backs up to NW Military with significant noise even without construction. Mixed development would diminish quality of life and property values. It is already diminished value for these properties.	10/27/2022 1:11 PM
2	It is important to have commercial tax revenue but anything over two stories should be banned. The type of development is important. If we look at the area across 1604 we see 4 bars with regular shootings, noise issues at night and questionable activities. I had a retail space there for several years and witnessed all of this first hand. We want to avoid bringing any of that to the Shavano side of 1604.	10/27/2022 8:33 AM
3	If you make Shavano Park less "Shavano Park-like", property values will suffer because people won't want to live here. It's bad enough we will be dealing with road construction for years to keep up with the traffic you are bringing in. It's not going to feel different/special when you drive up NW Military anymore. And tax rate was lower before the existing development so development doesn't help to lower the tax rate.	10/27/2022 6:01 AM
4	Lower density, but high quality businesses. I would not want the traffic that would occur with a Target, Walmart or big box store.	10/26/2022 9:20 PM
5	Commercial stay on the putter perimeter of the City.	10/26/2022 4:41 PM
6	SP stills needs to be respectful of residential properties as they plan for commercial entities.also balance the law enforcement and fire responsibility.	10/26/2022 4:32 PM
7	As a former city councilman someplace else, I am aware that there is always a tension between the desires of council people to relieve the tax burden by permitting high-volume retail businesses, on the one hand, and the desires of residents for quiet, uncongested streets and a "small town feel," on the other. If there is to be a "lean," towards one end of the spectrum or the other, I would urge us to be circumspect about high density and high volume businesses. Shavano Park is a residential community, first and foremost, and not a commercial community. As such, the residential character must be placed first when making decisions about development. We've managed for almost 75 years without undue development and we can continue to do so.	10/26/2022 12:13 PM
8	Be careful about high density businesses - they create traffic and can bring in unsavory types.	10/26/2022 11:38 AM
9	Your argument about increased infrastructure seems weak. If theses funds support our city why did we have to vote in a 10 million (?) bond this year which increased our city taxes?	10/20/2022 8:30 AM
10	I don't feel like I have adequate knowledge to answer this very well. I just wouldn't be in a hurry to fill all the available acres. I think it should be carefully selected businesses and voted on	10/19/2022 7:38 PM
11	We would like to see more restaurants added.	10/19/2022 7:32 PM
12	No tall signs. No loud or brightly lit businesses that operate at night or increase traffic at night. No DWI's.	10/19/2022 6:12 PM
13	Balance of preserving nature yet allowing business to grow.	10/19/2022 5:59 PM
14	I agree with the preservation of peaceful and quiet Shavano Park. The commercial opportunities are on the 1604 Frontage Rd. and possibly a couple of other spots. I think it will continue to have a great mix of both.	10/19/2022 2:24 PM
15	There is no more opportunity to grow once the 48 acres are developed. It is important that the remaining acreage hold appropriate commercial enterprises that will reflect the same qualities of our neighborhoods as well as provide Maximum sales tax revenue to meet the ongoing budgetary needs of our city.	10/17/2022 4:30 PM
16	See above comment	10/8/2022 9:40 AM
17	A liitle quality business is fine, but I moved here because of the trees, the quiet, the homes, the wildlife, the birds. Build a natural bridge over military.	10/7/2022 8:21 PM
18	Taking a holistic approach to what the community needs rather than who can pay the development fees is crucial in this area. We value a peaceful and quiet atmosphere over sales tax revenue.	10/7/2022 12:41 AM
19	See above.	10/6/2022 11:42 PM

20	A balance is important. I want to continue having a peaceful community, it is the reason we moved to Shavano. It is also important to progress with the times.	10/6/2022 4:45 PM
21	The city should focus on attracting high end retail and fine dining	10/6/2022 4:41 PM
22	Mixed use retail / Office in keeping with Class A Developments in keeping with adjacent residential. Height / use restrictions - walkable, restaurants, landscape.	10/6/2022 4:21 PM
23	Best and highest use for the 1604 stretch is a mix off office and retail. No multi family development desired	10/6/2022 3:54 PM
24	I want to see trees and not high rises. This is vital to me continuing to live in Shavano Park.	10/6/2022 3:44 PM

### Question 5 Summary

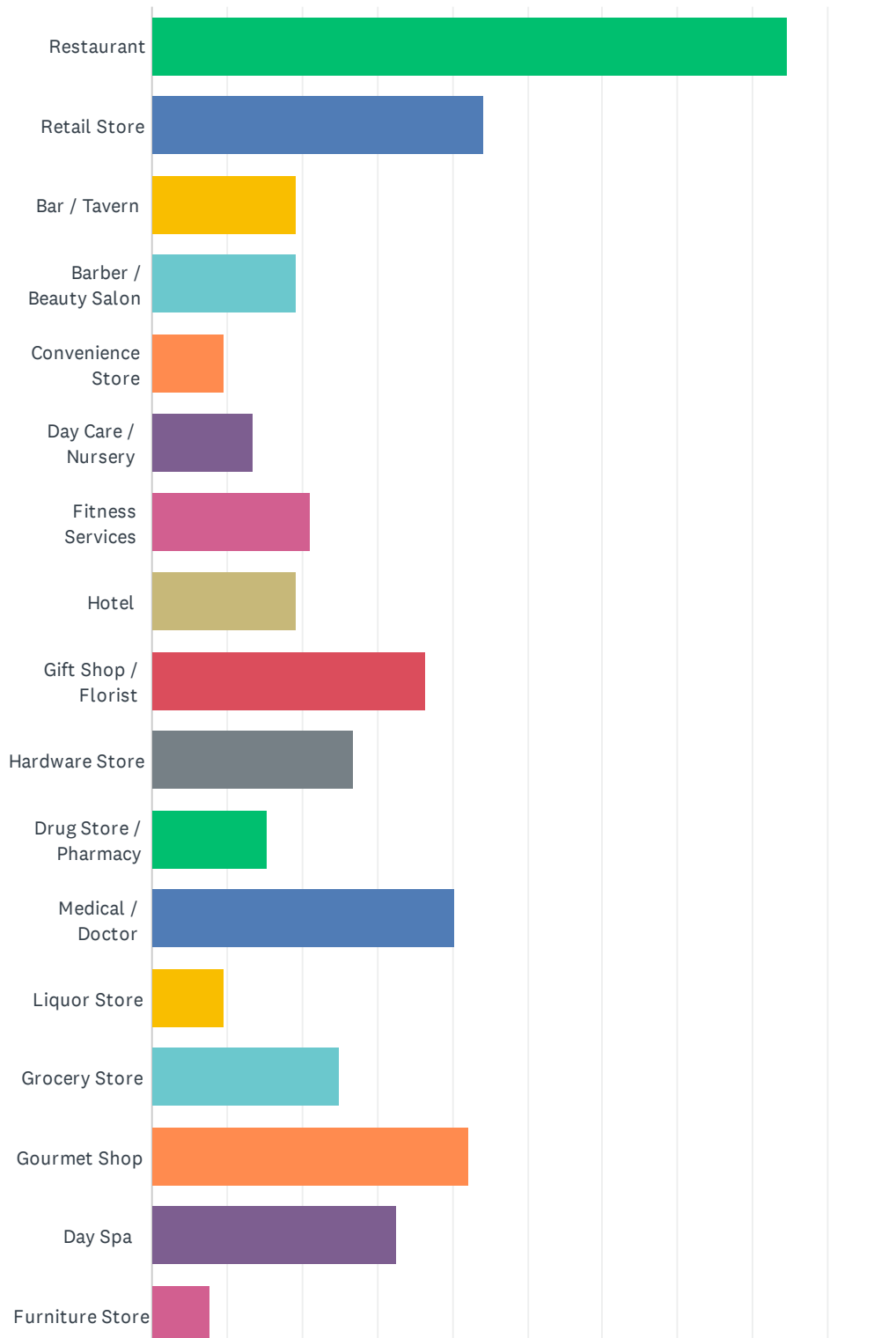
#### **Businesses you want to see in Shavano Park**

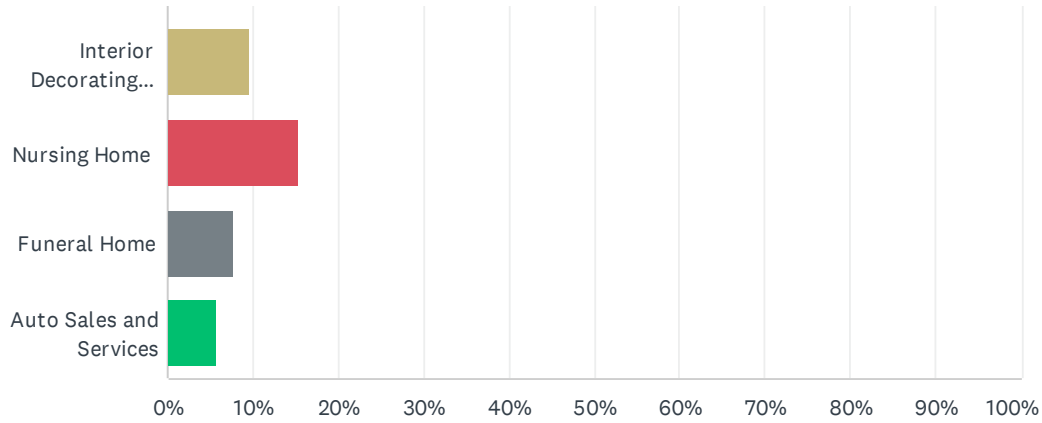
- Top 5 selections:
  1. Restaurant (84.62% of respondents)
  2. Retail store (44.23% of respondents)
  3. Gourmet shop (42.31% of respondents)
  4. Medical / doctor (40.38% of respondents)
  5. Gift shop / Florist (36.54% of respondents)
- Specific businesses mentioned in comments: Chik-Fil-A, Bubby's Jewish Delicatessen, Shades of Green, Gardenville.



Q5 Businesses you want to see in Shavano Park Properties zoned for commercial use are restricted by type of business activity. What are some business developments you would like to see come to Shavano Park? You may select as many as you want or none at all.

Answered: 52 Skipped: 8





ANSWER CHOICES	RESPONSES	
Restaurant	84.62%	44
Retail Store	44.23%	23
Bar / Tavern	19.23%	10
Barber / Beauty Salon	19.23%	10
Convenience Store	9.62%	5
Day Care / Nursery	13.46%	7
Fitness Services	21.15%	11
Hotel	19.23%	10
Gift Shop / Florist	36.54%	19
Hardware Store	26.92%	14
Drug Store / Pharmacy	15.38%	8
Medical / Doctor	40.38%	21
Liquor Store	9.62%	5
Grocery Store	25.00%	13
Gourmet Shop	42.31%	22
Day Spa	32.69%	17
Furniture Store	7.69%	4
Interior Decorating Services	9.62%	5
Nursing Home	15.38%	8
Funeral Home	7.69%	4
Auto Sales and Services	5.77%	3
Total Respondents: 52		

#	YOU MAY ALSO NAME A BUSINESS YOU WOULD LIKE TO SEE COME TO SHAVANO	DATE
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	PARK:	
1	Bakery, specialty small retail.	10/27/2022 8:33 AM
2	Just leave it and start focusing on city expenses as a way to lower property taxes. If you stop bringing crime in with the commercial development, you won't have to keep increasing that expense.	10/27/2022 6:01 AM
3	Not large retail stores. Hotels might provide more revenue, but would need to be along 1604.	10/26/2022 9:20 PM
4	No chain restaurants or shops!	10/26/2022 9:13 PM
5	We only want businesses that do not encourage crime.	10/26/2022 4:32 PM
6	If you insist on adding mor commercial properties consider low traffic volume	10/20/2022 8:30 AM
7	Chick-fil-A	10/19/2022 7:32 PM
8	Restaurants and gas station.	10/19/2022 2:44 PM
9	I would like to see a quality restaurant, not fast food or franchise type. One that serves alcohol or has open bar to enhance ST revenue. I visualize a boutique type hotel (not Motel 6 etc) with a bar or restaurant on top, overlooking the nice scenery in SP, but not where patrons could look into nearby residential areas. A gourmet shop would reflect the culinary needs of the area while also serving high-end snacks (sandwiches, etc.) and alcoholic drinks. Maybe an expansion and upgrade of Bubby's Jewish Delicatessen from NW Military & Wurzbach.	10/17/2022 4:30 PM
10	It doesn't matter as long as it is nice	10/10/2022 10:25 AM
11	Plant nursery with organic and environmental emphasis ie. Shades of Green or Gardenville	10/8/2022 9:40 AM
12	Please NO fast food!!!! No bars. Quaint small business that serves residents, not tourists	10/7/2022 8:21 PM
13	Our City's focus should be on high-end business that bring long-term stability.	10/7/2022 3:45 AM
14	None	10/6/2022 11:42 PM
15	Fine dining Upscale boutique hotel	10/6/2022 4:41 PM
16	Higher end retail / dining found in Dallas & Houston	10/6/2022 4:21 PM
17	Independent coffee shop or bakery or restaurant would be ideal.	10/6/2022 3:44 PM

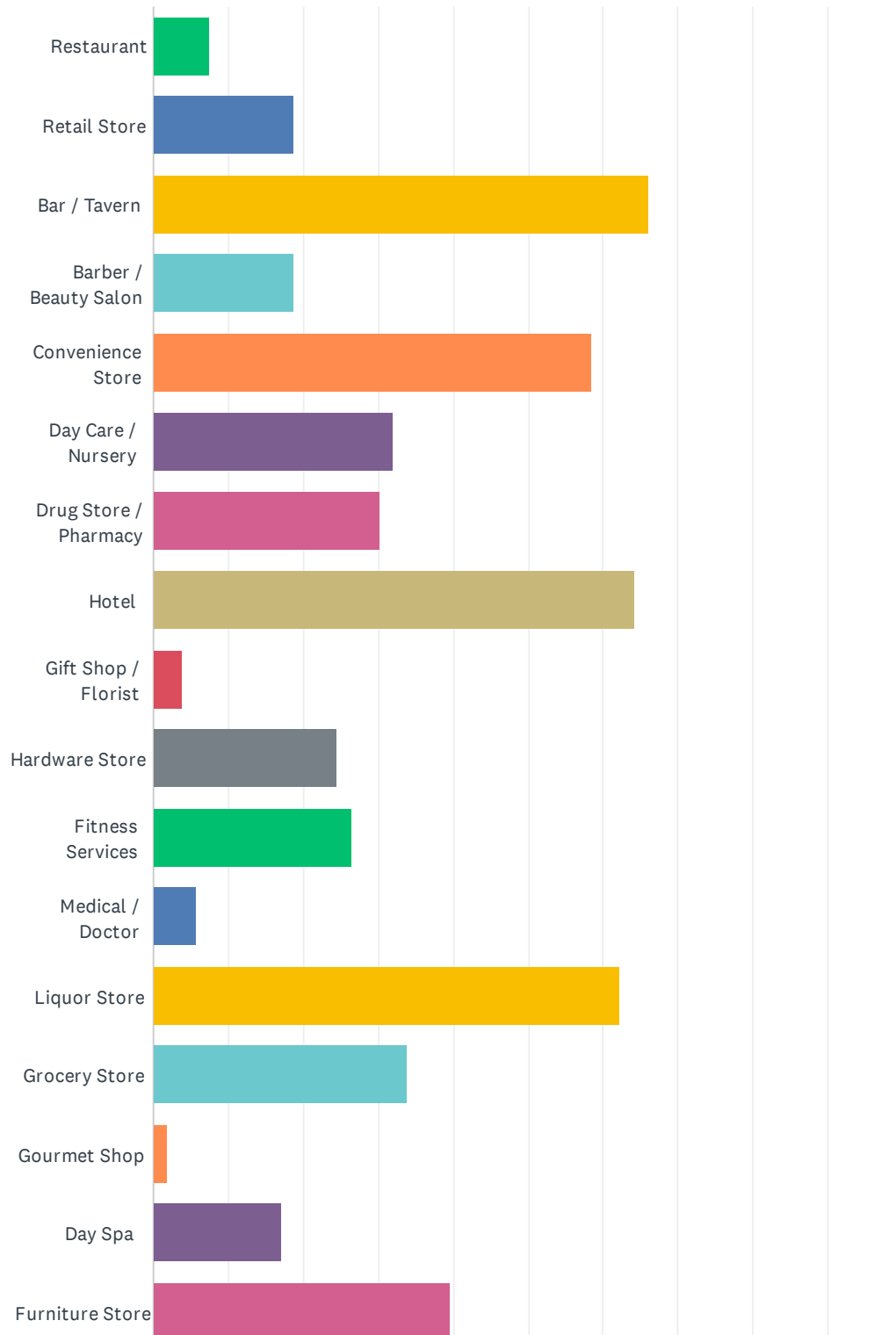
### Question 6 Summary

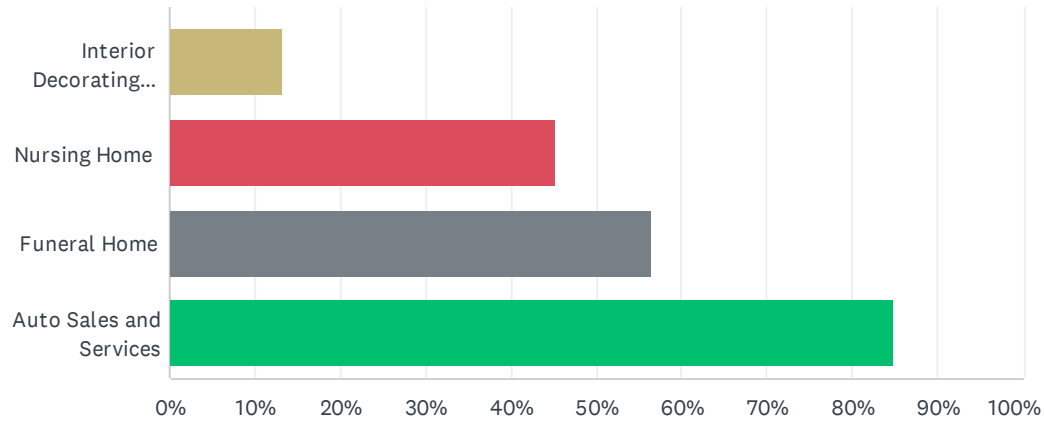
#### **Businesses you do not want to see in Shavano Park**

- Top 5 selections:
  1. Auto Sales and Services (84.91% of respondents)
  2. Bar / Tavern (66.04% of respondents)
  3. Hotel (64.15% of respondents)
  4. Liquor Store (62.26% of respondents)
  5. Convenience Store (58.59% of respondents)
- Only 10 comments submitted.

Q6 Businesses you do not want to see in Shavano Park Properties zoned for commercial use are restricted by type of business activity. What are some business developments you do not want to see come to Shavano Park? You may select as many as you do not want or none at all.

Answered: 53 Skipped: 7





ANSWER CHOICES	RESPONSES	
Restaurant	7.55%	4
Retail Store	18.87%	10
Bar / Tavern	66.04%	35
Barber / Beauty Salon	18.87%	10
Convenience Store	58.49%	31
Day Care / Nursery	32.08%	17
Drug Store / Pharmacy	30.19%	16
Hotel	64.15%	34
Gift Shop / Florist	3.77%	2
Hardware Store	24.53%	13
Fitness Services	26.42%	14
Medical / Doctor	5.66%	3
Liquor Store	62.26%	33
Grocery Store	33.96%	18
Gourmet Shop	1.89%	1
Day Spa	16.98%	9
Furniture Store	39.62%	21
Interior Decorating Services	13.21%	7
Nursing Home	45.28%	24
Funeral Home	56.60%	30
Auto Sales and Services	84.91%	45
Total Respondents: 53		

#	YOU MAY ALSO NAME A BUSINESS YOU DO NOT WANT TO COME TO SHAVANO PARK:	DATE
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1	The bars across 1604 generate a lot of noise and we should not allow additional taverns or bars or clubs.	10/30/2022 7:38 AM
2	Would like to see Petland leave. Believe it has tarnished our city's reputation No smoke shops or spirit shops. Would not want businesses seen as high risk where police resources would be additionally tasked.	10/27/2022 1:11 PM
3	We already have several nursing homes. Car Dealerships bring a lot of light pollution and are unattractive. Liquor Stores and bars could add to the need for more police.	10/26/2022 9:20 PM
4	Don't want any more late night LOUD music and heavy traffic	10/26/2022 5:35 PM
5	No resale stores	10/26/2022 4:41 PM
6	No adult content either	10/19/2022 2:18 PM
7	No apartments!	10/10/2022 10:25 AM
8	When selecting the types of business that come to our City, thought should be given to those businesses that have a long-term stability and enhance the "country charm" of our city.	10/7/2022 3:45 AM
9	Bill Miller BBQ Any fast food	10/6/2022 4:41 PM
10	No more multi story buildings please. Surface level restaurants or coffee shops are ideal.	10/6/2022 3:44 PM

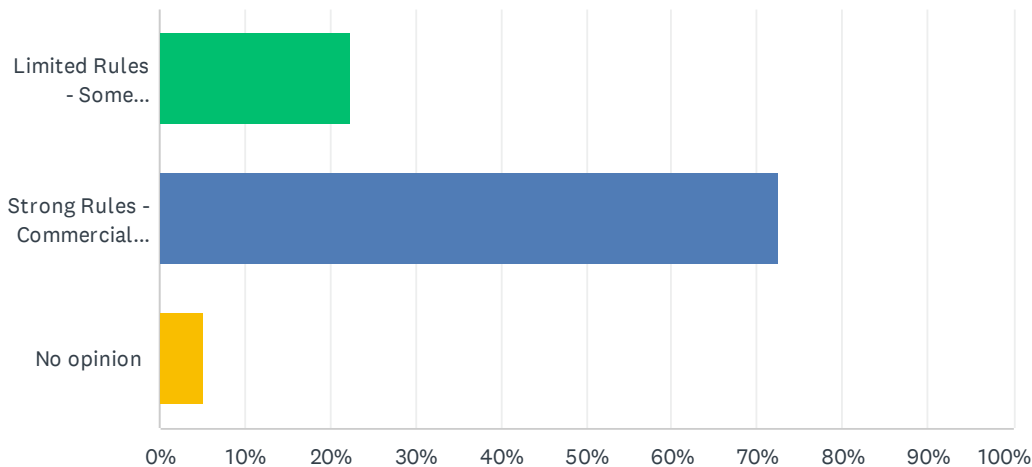
Question 7 Summary  
**Commercial Property Maintenance**

- 72.41% of respondents supported “Strong Rules” for commercial property maintenance.
- Comments mentioned concerns with decline in business quality; number of individual suggestions.



**Q7 Commercial Property Maintenance** Most of the City's commercial properties were built after 2000 and are relatively new. As commercial properties age and change hands the physical condition of the properties will degrade without proactive and consistent maintenance standards. Which statement do you feel should guide the City in establishing maintenance standards for commercial properties?

Answered: 58 Skipped: 2



ANSWER CHOICES		RESPONSES	
Limited Rules - Some commercial property maintenance rules should be established but be limited in nature		22.41%	13
Strong Rules - Commercial properties should be regulated to ensure they remain upscale in appearance and well-maintained		72.41%	42
No opinion		5.17%	3
TOTAL			58

#	YOU MAY EXPLAIN YOUR ANSWER BELOW:	DATE
1	This is critical but tough to grandfather into existing older businesses. Enforcement with commercial property owners and especially those that are owned within REIT is tough.	10/27/2022 8:33 AM
2	On Lockhill Selma, a company was allowed to paint a large call center building a bright obnoxious blue color. I feel so bad for the neighbors that have to look at it all the time. Every time I walk in that area, it behooves me how that happened. Not that we should ever want a call center building around here. But bright blue. And dogs barking early every morning? Did no one think or care about the impact to those neighbors? Just ruins outdoor living. That's why I'm building a house away from here.	10/27/2022 6:01 AM
3	To keep our home property values climbing, we need high standards for commercial properties.	10/26/2022 9:20 PM
4	No big box stores	10/26/2022 7:01 PM
5	Do not issue higher taxes or fees for well maintained properties but tax and fine properties for poor up keep.	10/26/2022 4:32 PM
6	We have all watched as commercial developments have aged, particularly shopping centers.	10/26/2022 12:13 PM

They start out as vibrant and respectable, then, as they deteriorate, they attract second and third rate businesses like one dollar movie theaters, thrift shops, etc. Thereafter, in the final stage, they end up largely abandoned or with businesses that are "the lowest of the low," such as tattoo parlors, tire and wheel garages, etc. If anyone at City Hall needs an example, I suggest a drive south on San Pedro on any given day. This we must avoid at all costs.

7	Too many rules cause more problems than they solve. Add rules only when we encounter an issue that really requires them.	10/19/2022 7:32 PM
8	In order to maintain the integrity of Shavano Park and the eclectic nature of the residential areas my feeling is that the commercial portion of our community should be able to tie a standard.	10/19/2022 3:14 PM
9	Limited rules are the same as no rules. Strong rules must be established to that those who join us know what to expect before they get here. Our area is very desirable, and rules should not be a problem and would probably be expected.	10/17/2022 4:30 PM
10	See original comment above	10/8/2022 9:40 AM
11	Shavano Park's maintenance standards for Commercial use should be similar (or maybe slightly higher) than those for Cities our size and makeup.	10/7/2022 3:45 AM
12	Must maintain more of the natural foliage when building also.	10/6/2022 11:42 PM
13	I prefer a moderate rule enforcement, Not an option the survey. It is important for business to maintain their upscale appearance in order to keep our community at the standards we are accustomed too. However, it is important to be realistic with the cost of maintenance. It is important to keep the commercial spaces occupied in order to bring in the revenue to our city.	10/6/2022 4:45 PM
14	Upscale landscaping around businesses. Street level low signs (not towering signage)	10/6/2022 4:41 PM
15	I would focus on the exterior look and landscaping.	10/6/2022 4:02 PM

### Question 8 Summary

#### **Ideas on Commercial Development**

- Open-ended comment box – 31 comments received
- No consistent themes in comments, but plenty of interesting individual comments.

## Q8 Tell us any ideas you have on commercial developmentTell us any ideas or comments on commercial development you have in the comment box below.

Answered: 31 Skipped: 29

#	RESPONSES	DATE
1	Access to the Salado Creek Greenway is essential for the safety of Shavano Park residents. Direct access to the Greenway is available to only a few neighborhoods and we are very blessed to have that option. We should definitely capitalize on this opportunity.	10/28/2022 12:49 AM
2	Keep it small and carefully selected. The type of center will determine future use. Developers build buildings that are designed to be mixed use and that type of use is hard to control without strict zoning and use rules. Many developers will try to stretch the rules. The size and building type will hep determine these uses.	10/27/2022 8:33 AM
3	Look at the correlation between commercial development and crime. This causes you to increase the city budget to keep up. Look at your tax rate now compared to the tax rate before the development came in. It was lower. So don't tell me that we need more commercial development when the impact has been just the opposite.	10/27/2022 6:01 AM
4	Nothing that would bring larger volumes of non citizens into our neighborhoods like big box stores. Nothing that could cause greater potential for drunk drivers/intoxication issues draining our police force. Maintaining our low crime rate keeps our property values strong.	10/26/2022 9:20 PM
5	Save the trees! Any development should focus on tree preservation and fitting in with the landscaping and ambience. Small, locally owned, boutique style businesses. No more chains! No more car washes!	10/26/2022 9:13 PM
6	No more commercial development on or facing N. W. Military Highway.	10/26/2022 4:41 PM
7	Please keep SP a wonderful place to live. We do not want businesses that attract crime. Some businesses do attract a criminal elements. A liquor store is one example.	10/26/2022 4:32 PM
8	The commercial development that most people, as residents, envision are office buildings, medical offices and corporate headquarters. Sadly, none of these generate sales tax revenue. As a result, the temptation for elected officials desirous of keeping property taxes low, is to grab for high-volume retail businesses that generate lots of sales tax. Yet, it is exactly these businesses that create congestion, strangers to the community coming and going, and noise and trash for the adjacent neighbors. I urge the City Council to keep in mind that Shavano park is, was, and should remain, a residential community first rather than a commercial one.	10/26/2022 12:13 PM
9	Part of the appeal of Shavano Park is that it has maintained a small town feel with the first responders really caring about their residents. Let's keep this.	10/26/2022 11:38 AM
10	If we must have them I'd ask for the following: Follow Hilton head model Exterior must blend with surroundings ( soft fawn, gray, green colors) Must plant TREES at every location (as many as possible) No higher than 2 stories Limit height of signage Low profile signage	10/20/2022 8:30 AM
11	They should match the feel and look of the neighborhood. I think paisanos area buildings have a very nice look - it's high class, attracts a certain kind of clientele. I don't want to see just strip centers with no design and anything goes kind of look. It should be places that have stone, stucco- high end look. We have a beautiful community and let's not attract businesses that will look tacky. Like the strip center on the north west corner of military and George Road.	10/19/2022 7:38 PM
12	We need a Chick-fil-A!	10/19/2022 7:32 PM
13	One or two stories with possible tasteful exceptions on 1604. Architectural styles that blend into SP.	10/19/2022 6:12 PM
14	Continue to require trees to be replanted when developers tear them down.	10/19/2022 5:59 PM

15	It appears on the periphery of Shavano Park example west of Black Hills Selma north of 1604 we have established businesses, nursing homes, retail, restaurants. We should focus on high-end business and recruit those types of companies.	10/19/2022 3:14 PM
16	NW military needs trees, landscaping. It is and will be an eye sore. Many were taken down and we are a tree city. They help with sound, beauty, etc. need for further police to keep speeders in check when this project is done. Easily 10-20 tickets a day. Will pay for a cops salary and other improvements needed by city.	10/19/2022 3:05 PM
17	I would love to see more restaurants develop in Shavano.	10/19/2022 2:24 PM
18	I look forward to supporting the high-end merchants/ businesses which will be completing our nice city.	10/17/2022 4:30 PM
19	No buildings over 4 stories tall!	10/10/2022 10:25 AM
20	Paved path to greenway from cliffside please	10/9/2022 12:11 PM
21	Minimum tree destruction and maximal signage restriction. Minimum light pollution and green construction.	10/8/2022 9:40 AM
22	Few, very very few	10/7/2022 8:21 PM
23	Some thought should be given to re-zone certain residential sections for commercial use along N.W. Military and 1604.	10/7/2022 3:45 AM
24	We don't need ugly car wash establishments or anymore bars in this areas. We need business that serve the community which is a school, church and family oriented neighborhood.	10/7/2022 12:41 AM
25	Enough already. We should have plenty to invest in our little city and continue more community events, maintained walking paths, etc.	10/6/2022 11:42 PM
26	Thank you for the multiple forms of providing feedback! We appreciate your work for our community. To me, moderation is key. I would like to maintain a quiet, nature focused, safe community. Being inclusive of business to help maintain our taxes from increasing and to provide quality services near to us is important. Child and adult care or communities are important support resources for families. Crime has increased with the openings of big business such as Those across 1604. Our safe, quiet, star gazing country charm has diminished. I prefer the smaller, quaint business that provide convenient services - dining, education, healthcare - services that help our community maintain a convenient & balanced healthy lifestyle. Please have business keep as many trees as possible. Thank you!!!	10/6/2022 4:45 PM
27	New street south of Paesanos and office buildings that allows access westbound and eastbound with NW Military	10/6/2022 4:41 PM
28	Always ensure that the business building is 1st class and reflective of an upscale community.	10/6/2022 4:21 PM
29	I am a commercial real estate broker and feel we should strive for an upscale market not found in San Antonio - examples UpTown Houston, River Oaks, Highland Park - that look not necessarily those particular retailers (demographics have to make sense)	10/6/2022 4:21 PM
30	No more bars or restaurants such as Paesanos that sell alcohol. Seems that most of the thefts and illegal activities occur in their parking lot. We are a small community and we should not cannibalize from the existing business that service our community such as the CVS, Walgreens, neighborhood Walmart, Starbucks Academy. I realize some of these are not in Shavano park which in some cases is good. A direction towards general office would give us the tax base and does not invite criminal activity that businesses open late into the evening invite.	10/6/2022 3:54 PM
31	Black Rifle Coffee, or more food options.	10/6/2022 3:33 PM