

**1. Call to order**

Chairman Laws called the meeting to order at 6:33 p.m.

PRESENT:  
Carla Laws  
Lori Fanning  
Shawn Fitzpatrick  
Vickey Maisel  
Bill Simmons  
William Stipek  
Cindy Teske

ABSENT:  
Song Tan

**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 Stipek, the Planning & Zoning Commission voted six (6) for and none (0) opposed to approve the agenda as it was provided as Planning & Zoning Commission issues. The motion carried.

**3. Citizens to be Heard.**

Citizen Marne, 211 Hunters Branch, addressed Planning & Zoning Commission regarding item 9 requirements of propane tanks and generators within the setback.

**4. Recognition - In memoriam of Michael “Mike” Lynn Janssen, September 1, 1951 - May 20, 2022**

Planning & Zoning Commission commented that the passing of Mike Janssen is a great loss for the City of Shavano Park and the community.

**5. Consent Agenda:**

Approval - Planning & Zoning Commission minutes, May 4, 2022.

Upon a motion made by Commissioner Fanning and a second made by Commissioner Simmons, the Planning & Zoning Commission voted six (6) for and none (0) opposed to approve the Planning & Zoning Commission minutes of May 4, 2022 as presented. The motion carried.

**6. Public Hearing - The purpose of the public hearing is to receive comments from members of the public regarding proposed amendments to Chapter 36 - ZONING to remove Mobile Food Courts as an allowed use after adoption of Ordinance**

**O-2021-011 and additional amendments to clarify the existing Willow Wood swimming pool regulations.**

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

Assistant to the City Manager Curtis Leeth presented a brief overview of this agenda item.

The Public Hearing closed at 6:49 p.m.

**7. Discussion / action - Proposed amendments to Chapter 36 - ZONING to remove Mobile Food Courts as an allowed use after adoption of Ordinance O-2021-011 and additional amendments to clarify the existing Willow Wood swimming pool regulations - Assistant to the City Manager**

A motion was made by Commissioner Teske to approve the amendments as presented in Chapter 36 - ZONING to remove Mobile Food Courts as an allowed use after adoption of Ordinance O-2021-011 and additional amendments to clarify the existing Willow Wood swimming pool regulations.

A second made by Commissioner Fitzpatrick.

Upon a motion by Commissioner Teske and a second by Commissioner Fitzpatrick, the Planning & Zoning Commission voted six (6) for and none (0) opposed to approve the amendments as presented in Chapter 36 - ZONING to remove Mobile Food Courts as an allowed use after adoption of Ordinance O-2021-011 and additional amendments to clarify the existing Willow Wood swimming pool regulations. The motion carried.

**8. Presentation /discussion - Possible Property Maintenance Code amendments to City Ordinances - Alderman Pete Miller / Assistant to the City Manager**

Alderman Miller and Assistant to the City Manager Curtis Leeth presented an overview of possible Property Maintenance Code amendments to the City Ordinances.

The Commission discussed the current regulations as well as proposed amendments. No action was taken.

**9. Discussion - Allowance and screening requirements of propane tanks and generators within the setback - Assistant to the City Manager**

Assistant to the City Manager Curtis Leeth provided an overview of the allowance and screening requirements of propane tanks and generators within a setback.

The Commission discussed the current regulations and gave guidance to staff. No action was taken.

**10. Discussion / action – Possible rescheduling of the July 6, 2022 Planning & Zoning Commission meeting – Assistant to the City Manager**

Assistant to the City Manager Curtis Leeth asked the commissioner if they needed to reschedule the July 6, 2022 Planning & Zoning Commission meeting. Chairman Laws with Planning & Zoning Commissioners consensus was to keep the July 6, 2022 meeting. No action was taken.

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

Assistant to the City Manager Leeth provided an overview of items considered at the previous City Council Meeting.

**12. Chairman Announcements:**

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

**13. Adjournment**

Upon a motion made by Commissioner Fanning, and a second made by Commissioner Simmons, the Planning & Zoning Commission voted six (6) for and none (0) opposed to adjourn the meeting at 8:18 p.m. The motion carried.

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Carla Laws, Chairman

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Trish Nichols, City Secretary