

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.

Carla Laws,
Chairman

Trish Nichols,
City Secretary