

**CITY OF SHAVANO PARK  
PLANNING & ZONING COMMISSION MEETING  
CITY HALL, COUNCIL CHAMBERS  
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231  
January 8, 2014  
7:30 P.M.**

**AGENDA**

1. Call to order
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 and 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.
3. Citizens to be heard – Rules for Citizen’s Comments: The Planning & Zoning Commission welcomes citizen participation and comments at all of their meetings. As a courtesy to your fellow citizens and out of respect to Board members; we request that if you wish to speak that you follow these guidelines.
  - A. Direct your comments to the entire Board, not to an individual member;
  - B. Limit your discussion to one or two issues that you wish to address rather than a generalized statement; and
  - C. Show the Board the same respect and courtesy that you expect to be shown to you.
  - D. As stated in Resolution No. 04-11, residents are given three (3) minutes to speak during Citizens to be heard. Residents are only allowed to speak once and cannot pass their time allotment to someone else.

The Presiding Officer will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

**Note:** The Commission may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the Board may present any factual response to items brought up by citizens [Attorney General Opinion – JC 0169].

4. Consent Agenda:
  - A. Discussion and possible action to approve minutes of the Planning & Zoning Commission December 4, 2013.
5. Public Hearing: Presentation by Denton Communities concerning application for an urban signage corridor district under Ordinance #**O-2013-006** which regulates the type and spacing of commercial signage.
6. Discussion concerning application for an urban signage corridor district by Denton Communities under Ordinance #**O-2013-006**, which regulates the type and spacing of commercial signage.

7. Discussion and possible action – final replat Shavano Park Subdivision, Unite 17L (PUD), Lot 1910 & 1911, Block 15, CB 4782 generally located Lockhill Selma (previously known as the PCI building).
8. Presentation by Commissioner Richard Lazor concerning 1993 City Drainage Plan, and discussion concerning the same.
9. Discuss and consider scheduling January special meeting for January 22, 2014.
10. Schedule gray water working group meeting.
11. Schedule land swap working group meeting.
12. Report and update by City Manager Bill Hill concerning City Council items considered at the December 2013 City Council meetings and discussion concerning the same.
13. Chairman Announcements:
  - A. Advise members to contact City staff to add new or old agenda items.
  - B. Advise members of pending agenda items, as follows:
    - i. January 22 – Public hearing regarding signage zoning ordinance concerning Loop 1604/Lockhill signage spacing and design considerations.
    - ii. January 22 - Discuss and consider signage zoning ordinance concerning Loop 1604/Lockhill signage spacing and design considerations, with possible recommendation to city council concerning the same under **#O-2013-006**.
    - iii. February – On request by CoSP city council, form annexation working group to make recommendations to city council concerning predevelopment annexation of property located at the corner of Huebner Road and Lockhill.
    - iv. February – Presentation by gray water working group and review, revise and possibly approve draft TCEQ related wastewater ordinance, including consideration of wastewater maintenance contracts and gray water utilization.
    - v. February – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
    - vi. February – Presentation by Denton Communities concerning hike/bike trail issues related to Unit 19 from N.W. Military Highway to the Salado Creek, including platting considerations related thereto.
    - vii. February – Presentation by City Manager Bill Hill re developments on land swap issues with the CoSA, and discussion concerning the same.
    - viii. February – Presentation by and discussion with Mike Janssen concerning parts of Chapter 36 of the CoSP Code.
    - ix. February – Annual discussion concerning Town Plan.
    - x. March – Presentation by City Manager Bill Hill re developments on land swap issues with the CoSA, and discussion concerning the same.
    - xi. March – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan and discussion concerning the same.
    - xii. March – Presentation by and discussion with Mike Janssen concerning parts of Chapter 36 of the CoSP Code.
    - xiii. July – Semiannual presentation by Denton Communities regarding residential and commercial development and discussion concerning the same.

## 14. Adjournment

### **Accessibility Statement:**

The City of Shavano Park City Hall is wheelchair accessible. The entry ramp is located in the front of the building. Accessible parking spaces are also available in the front and sides of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-447-5400 or TDD 1-800-735-2989.

### **Decorum Required:**

Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

### **Action by Commission Authorized:**

The Planning & Zoning Commission may vote and/or act upon any item within this Agenda. The Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

### **Executive Sessions Authorized:**

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

### **Attendance by Other Elected or Appointed Officials:**

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named Shavano Park Planning & Zoning Commission is a true and correct copy of said Notice and that I

posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on January 3, 2014 at 3:00 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

ZINA TEDFORD  
City Secretary

**CITY OF SHAVANO PARK  
PLANNING & ZONING COMMISSION MEETING  
CITY HALL, COUNCIL CHAMBERS  
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231  
January 22, 2014  
7:30 P.M.**

**AGENDA**

1. Call to order
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 and Zoning Commission duties under 36-69(1) of the Code or the severance of one or more of such items for an individual vote on such item or items.
3. Citizens to be heard – Rules for Citizen’s Comments: The Planning & Zoning Commission welcomes citizen participation and comments at all of their meetings. As a courtesy to your fellow citizens and out of respect to Board members; we request that if you wish to speak that you follow these guidelines.
  - A. Direct your comments to the entire Board, not to an individual member;
  - B. Limit your discussion to one or two issues that you wish to address rather than a generalized statement; and
  - C. Show the Board the same respect and courtesy that you expect to be shown to you.
  - D. As stated in Resolution No. 04-11, residents are given three (3) minutes to speak during Citizens to be heard. Residents are only allowed to speak once and cannot pass their time allotment to someone else.

The Presiding Officer will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

**Note:** The Commission may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the Board may present any factual response to items brought up by citizens [Attorney General Opinion – JC 0169].

4. Public Hearing: Presentation by Denton Communities concerning application for an urban signage corridor district under Ordinance #O-2013-006 which regulates the type and spacing of commercial signage.
5. Discussion and consider application for an urban signage corridor district by Denton Communities under Ordinance #O-2013-006, which regulates the type and spacing of commercial signage.
6. Chairman Announcements:
  - A. Advise members to contact City staff to add new or old agenda items.
  - B. Advise members of pending agenda items, as follows:
    - i. February – Discuss and possible action - preliminary plat Shavano Park Subdivision, Unit 18/19 LTD (PUD), a 4.58-acre tract generally located immediately east of Blattman Elementary Access Road - Meridian

- ii. February – Discuss and possible action - preliminary plat Shavano Park Subdivision, Unit 18/19 (PUD), a 14.03-acre tract generally located immediately east of Huntington Place and west to Blattman Elementary Access Road- Paesano Parkway.
- iii. February – On request by CoSP city council, form annexation working group to make recommendations to city council concerning predevelopment annexation of property located at the corner of Huebner Road and Lockhill.
- iv. February – Presentation by gray water working group and review, revise and possibly approve draft TCEQ related wastewater ordinance, including consideration of wastewater maintenance contracts and gray water utilization.
- v. February/March – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
- vi. February – Presentation by Denton Communities concerning hike/bike trail issues related to Unit 19 from N.W. Military Highway to the Salado Creek, including platting considerations related thereto.
- vii. February – Presentation by City Manager Bill Hill re developments on land swap issues with the CoSA, and discussion concerning the same.
- viii. February – Presentation by and discussion with Mike Janssen concerning parts of Chapter 36 of the CoSP Code.
- ix. February – Annual discussion concerning Town Plan.
- x. March – Presentation by City Manager Bill Hill re developments on land swap issues with the CoSA, and discussion concerning the same.
- xi. March – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan and discussion concerning the same.
- xii. March – Presentation by and discussion with Mike Janssen concerning parts of Chapter 36 of the CoSP Code.
- xiii. July – Semiannual presentation by Denton Communities regarding residential and commercial development and discussion concerning the same.

## 7. Adjournment

### **Accessibility Statement:**

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### **Decorum Required:**

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### **Action by Commission Authorized:**

The Planning & Zoning Commission may vote and/or act upon any item within this Agenda. The Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open

Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

**Executive Sessions Authorized:**

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

**Attendance by Other Elected or Appointed Officials:**

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named Shavano Park Planning & Zoning Commission is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on January 14, 2014 at 3:30 P.M. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

ZINA TEDFORD  
City Secretary

**CITY OF SHAVANO PARK  
PLANNING & ZONING COMMISSION MEETING  
CITY HALL, COUNCIL CHAMBERS  
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231  
February 5, 2014  
7:30 P.M.**

**AGENDA**

1. Call to order
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 and 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.
3. Citizens to be heard – Rules for Citizen’s Comments: The Planning & Zoning Commission welcomes citizen participation and comments at all of their meetings. As a courtesy to your fellow citizens and out of respect to Board members; we request that if you wish to speak that you follow these guidelines.
  - A. Direct your comments to the entire Board, not to an individual member;
  - B. Limit your discussion to one or two issues that you wish to address rather than a generalized statement; and
  - C. Show the Board the same respect and courtesy that you expect to be shown to you.
  - D. As stated in Resolution No. 04-11, residents are given three (3) minutes to speak during Citizens to be heard. Residents are only allowed to speak once and cannot pass their time allotment to someone else.

The Presiding Officer will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

**Note:** The Commission may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the Board may present any factual response to items brought up by citizens [Attorney General Opinion – JC 0169].

4. Consent Agenda:
  - A. Discussion and possible action to approve minutes of the Planning & Zoning Commission January 8, 2014 and January 22, 2014.
5. Public Hearing: Presentation by Denton Communities concerning application for an urban signage corridor district under Ordinance #**O-2013-006** which regulates the type and spacing of commercial signage.
6. Discussion and consider application for an urban signage corridor district by Denton Communities under Ordinance #**O-2013-006**, which regulates the type and spacing of commercial signage.



7. Discussion and possible action – Preliminary plat of a 14.03-acre tract out of an 86.94 acre tract and a 289.9 acre tract generally located on Loop 1604 between Huntington Place and Blattman Elementary Access Road.
8. Discussion and possible action – Preliminary plat of a 4.58-acre tract out of an 86.94 acre tract and a 289.9 acre tract generally located on the northeast corner of Loop 1604 and Blattman Elementary Access Road.
9. Presentation by Denton Communities concerning a pending Planned Unit Development application to rezone a 14.03-acre tract generally located on Loop 1604 between Huntington Place and Blattman Elementary Access Road from B2 to a Planned Unit Development with a base district of B2, and discussion concerning the same.
10. Presentation by Denton Communities concerning a pending Planned Unit Development application to rezone a 4.58-acre tract generally located on the northeast corner of Loop 1604 and Blattman Elementary Access Road from B2 to a Planned Unit Development with a base district of B2, and discussion concerning the same.
11. Presentation by Commissioner Michael Janssen concerning land swap working group meeting as it concerned the exchange of property between the CoSP and CoSA along the Salado Creek basin, and discussion concerning the same.
12. Presentation by City Manager Bill Hill concerning request by CoSP city council for P&Z to make recommendations to city council concerning predevelopment annexation of property located at the corner of Huebner Road and Lockhill, discussion concerning the same, formation of an annexation working group, appointment of a working group chair and schedule group meeting.
13. Presentation by City Manager Bill Hill concerning request by CoSP city council for P&Z to make recommendations to city council concerning establishing rules and drafting the same for Community Homes and/or Personal Care Homes, discussion concerning the same, formation of Community Homes/Personal Care Homes working group, appointment of a working group chair and schedule group meeting.
14. Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
15. Presentation by and discussion with Mike Janssen concerning parts of Chapter 36 of the CoSP Code.
16. Schedule gray water working group meeting.
17. Schedule land swap working group meeting.
18. Report and update by City Manager Bill Hill concerning City Council items considered at the January 2014 City Council meetings and discussion concerning the same.
19. Chairman Announcements:
  - A. Advise members to contact City staff to add new or old agenda items.
  - B. Advise members of pending agenda items, as follows:

- i. March – Presentation by gray water working group and review, revise and possibly approve draft TCEQ related wastewater ordinance, including consideration of wastewater maintenance contracts and gray water utilization.
- ii. March – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
- iii. March – Presentation by Denton Communities concerning hike/bike trail issues related to Unit 19 from N.W. Military Highway to the Salado Creek, including platting considerations related thereto.
- iv. March – Presentation by City Manager Bill Hill re developments on land swap issues with the CoSA, and discussion concerning the same.
- v. March – Presentation by Huebner Road and Lockhill annexation working group and discussion concerning the same.
- vi. March – Presentation by Community Homes/Personal Care Homes working group working group and discussion concerning the same.
- vii. March – Presentation by and discussion with Mike Janssen concerning parts of Chapter 36 of the CoSP Code.
- viii. March – Annual discussion concerning Town Plan.
- ix. April – Presentation by Community Homes/Personal Care Homes working group working group and discussion concerning the same.
- x. April – Presentation by Huebner Road and Lockhill annexation working group and discussion concerning the same.
- xi. April – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan and discussion concerning the same.
- xii. April – Presentation by and discussion with Mike Janssen concerning parts of Chapter 36 of the CoSP Code.
- xiii. July – Semiannual presentation by Denton Communities regarding residential and commercial development and discussion concerning the same.

## 20. Adjournment

### **Accessibility Statement:**

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### **Decorum Required:**

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### **Action by Commission Authorized:**

The Planning & Zoning Commission may vote and/or act upon any item within this Agenda. The Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas

conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

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**Attendance by Other Elected or Appointed Officials:**

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I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named Shavano Park Planning & Zoning Commission is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on January 31, 2014 at 12 P.M. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

ZINA TEDFORD  
City Secretary

**CITY OF SHAVANO PARK  
PLANNING & ZONING COMMISSION MEETING  
CITY HALL, COUNCIL CHAMBERS  
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231  
March 5, 2014  
7:30 P.M.**

**AGENDA**

1. Call to order
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 and Zoning Commission duties under 36-69(1) of the Code or the severance of one or more of such items for an individual vote on such item or items.
3. Citizens to be heard – Rules for Citizen’s Comments: The Planning and Zoning Commission welcomes citizen participation and comments at all of their meetings. As a courtesy to your fellow citizens and out of respect to Board members; we request that if you wish to speak that you follow these guidelines.
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  - B. Limit your discussion to one or two issues that you wish to address rather than a generalized statement; and
  - C. Show the Board the same respect and courtesy that you expect to be shown to you.
  - D. As stated in Resolution No. 04-11, residents are given three (3) minutes to speak during Citizens to be heard. Residents are only allowed to speak once and cannot pass their time allotment to someone else.

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**Note:** The Commission may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the Board may present any factual response to items brought up by citizens [Attorney General Opinion – JC 0169].

4. Consent Agenda:
  - A. Discussion and possible action to approve minutes of the Planning and Zoning Commission February 5, 2014.
5. Public Hearing and Action: Planned Unit Development application to rezone a 14.03-acre tract generally located on Loop 1604 between Huntington Place and Blattman Elementary Access Road from B2 to a Planned Unit Development with a base district of B2, discussion concerning the same and consideration of a recommendation of approval to City Council.
6. Public Hearing and Action: Planned Unit Development application to rezone a 4.58-acre tract generally located on the northeast corner of Loop 1604 and Blattman Elementary Access Road from B2 to a Planned Unit Development with a base district of B2, discussion concerning the same and consideration of a recommendation of approval to City Council.

7. Discussion and possible action – Final plat of a 14.03-acre tract out of an 86.94 acre tract and a 289.9 acre tract generally located on Loop 1604 between Huntington Place and Blattman Elementary Access Road as Planned Unit Development with a base district of B2.
8. Discussion and possible action – Final plat of a 4.58-acre tract out of an 86.94 acre tract and a 289.9 acre tract generally located on the northeast corner of Loop 1604 and Blattman Elementary Access Road Planned Unit Development with a base district of B2.
9. Presentation by Commissioner Michael Janssen concerning annexation working group meeting regarding the possible annexation of a tract of land located at the corner of Huebner Road and Lockhill, and discussion concerning the same.
10. Presentation by Commissioner Robert Werner concerning a recommendation of approval from the gray water working group of the model TCEQ ordinance related to wastewater, including consideration of wastewater maintenance contracts and gray water utilization, discussion concerning the same and possible recommendation to City Council concerning the same.
11. Presentation by Commissioner Michael Janssen concerning recommendation of a storm water discharge ordinance to comply with the Texas Commission on Environmental Quality (“TCEQ”) required implementation of local regulations to enforce such portions of the Federal Clean Water Act as apply to the City of Shavano Park and review of a draft ordinance prepared by illicit waste water working group, discuss all aspects of illicit waste water in the City of Shavano Park and prior action approving the draft illicit waste water ordinance, which was held for presentation pending consideration of Agenda Item 10, and action to forward to City Council after final consideration of Agenda Item 10.
12. Presentation by Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
13. Presentation by City Manager Bill Hill concerning request by City Council for the Planning and Zoning Commission to make recommendations to City Council on hiking and biking trails for areas illustrated in the Town Plan, discussion concerning the same, consider folding hiking and biking activities into the land swap working group (or in the alternative formation of Hiking and Biking working group with appointment of a working group chair), and schedule group meeting related thereto.
14. Presentation by and discussion with Commissioner Michael Janssen concerning parts of the City of Shavano Park Code Chapter 36 – Zoning.
15. Schedule land swap working group meeting.
16. Schedule Community Homes/Personal Care Homes working group meeting.
17. Report and update by City Manager Bill Hill concerning City Council items considered at the February 2014 City Council meetings and discussion concerning the same.
18. Chairman Announcements:
  - A. Advise members to contact City staff to add new or old agenda items.
  - B. Advise members of pending agenda items, as follows:

- i. April – Presentation by Denton Communities concerning hike/bike trail issues related to Unit 19 from N.W. Military Highway to the Salado Creek, including platting considerations related thereto.
- ii. April – Presentation by hike/bike trail working group, and discussion concerning the same.
- iii. April – Presentation by City Manager Bill Hill re developments on land swap issues with the CoSA, and discussion concerning the same.
- iv. April – Presentation by Huebner Road and Lockhill annexation working group and discussion concerning the same.
- v. April – Presentation by Community Homes/Personal Care Homes working group working group and discussion concerning the same.
- vi. April – Presentation by and discussion with Mike Janssen concerning parts of Chapter 36 of the CoSP Code.
- vii. April – Annual discussion concerning Town Plan.
- viii. May – Presentation by Community Homes/Personal Care Homes working group working group and discussion concerning the same.
- ix. May – Presentation by Huebner Road and Lockhill annexation working group and discussion concerning the same.
- x. May – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan and discussion concerning the same.
- xi. May – Presentation by and discussion with Mike Janssen concerning parts of Chapter 36 of the CoSP Code.
- xii. July – Semiannual presentation by Denton Communities regarding residential and commercial development and discussion concerning the same.

## 19. Adjournment

### **Accessibility Statement:**

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### **Decorum Required:**

Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

### **Action by Commission Authorized:**

The Planning and Zoning Commission may vote and/or act upon any item within this Agenda. The Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

**Executive Sessions Authorized:**

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

**Attendance by Other Elected or Appointed Officials:**

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named Shavano Park Planning and Zoning Commission is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on February 28, 2014 at 11:00 A.M. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

ZINA TEDFORD  
City Secretary

**CITY OF SHAVANO PARK  
PLANNING & ZONING COMMISSION MEETING  
CITY HALL, COUNCIL CHAMBERS  
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231  
April 2, 2014  
7:30 P.M.**

**AGENDA**

1. Call to order
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 and 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.
3. Citizens to be heard – Rules for Citizen’s Comments: The Planning and Zoning Commission welcomes citizen participation and comments at all of their meetings. As a courtesy to your fellow citizens and out of respect to Board members; we request that if you wish to speak that you follow these guidelines.
  - A. Direct your comments to the entire Board, not to an individual member;
  - B. Limit your discussion to one or two issues that you wish to address rather than a generalized statement; and
  - C. Show the Board the same respect and courtesy that you expect to be shown to you.
  - D. As stated in Resolution No. 04-11, residents are given three (3) minutes to speak during Citizens to be heard. Residents are only allowed to speak once and cannot pass their time allotment to someone else.

The Presiding Officer will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

**Note:** The Commission may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the Board may present any factual response to items brought up by citizens [Attorney General Opinion – JC 0169].

4. Consent Agenda:
  - A. Discussion and possible action to approve minutes of the Planning and Zoning Commission March 5, 2014 meeting.
5. Discussion and possible action – Preliminary plat of a 1.3684-acre tract out of a 46.94-acre tract generally located between Loop 1604 and Pond Hill Road.
6. Discussion and possible action – Preliminary plat of a 1.76-acre tract out of a 46.94-acre tract generally located along Loop 1604 west of N.W. Military Hwy.
7. Presentation by Denton Communities concerning hike/bike trail issues related to Unit 19 from N.W. Military Highway to the Salado Creek, including platting considerations related thereto, and discussion concerning the same.



8. Presentation by Commissioner Michael Janssen concerning annexation working group meeting regarding the possible annexation of a tract of land located at the corner of Huebner Road and Lockhill, and discussion concerning the same.
9. Presentation by Commissioner Albert Aleman concerning the Community Homes/Personal Care Homes working group, and discussion concerning the same.
10. Presentation by Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
11. Presentation by and general discussion with Commissioner Michael Janssen regarding the City's comprehensive zoning regulations, how they are applied, their operation and procedures.
12. Presentation by City Manager Bill Hill re developments on land swap issues with the CoSA, and discussion concerning the same.
13. Request by Commissioner Robert Werner for electronic dissemination of Town Plan to P&Z members, and discuss inclusion of Town Plan discussion on May P&Z agenda.
14. Report and update by City Manager Bill Hill concerning City Council items considered at the March 2014 City Council meetings and discussion concerning the same.
15. Chairman Announcements:
  - A. Advise members to contact City staff to add new or old agenda items.
  - B. Advise members of pending agenda items, as follows:
    - i. May – Presentation by City Manager Bill Hill re developments on land swap issues with the CoSA, and discussion concerning the same.
    - ii. May – Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
    - iii. May – Presentation by P&Z Commissioner Michael Janssen regarding Huebner Road and Lockhill annexation working group, and discussion concerning the same.
    - iv. May – Presentation by P&Z Commissioner Albert Aleman regarding Community Homes/Personal Care Homes working group working group, and discussion concerning the same.
    - v. May – Presentation by and discussion with P&Z Commissioner Michael Janssen concerning parts of Chapter 36 of the CoSP Code.
    - vi. May – Annual discussion concerning Town Plan.
    - vii. June – Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
    - viii. June – Presentation by P&Z Commissioner Michael Janssen regarding Huebner Road and Lockhill annexation working group and discussion concerning the same.
    - ix. June – Presentation by P&Z Commissioner Albert Aleman regarding Community Homes/Personal Care Homes working group working group, and discussion concerning the same.
    - x. June – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
    - xi. June – Presentation by and discussion with Mike Janssen concerning parts of Chapter 36 of the CoSP Code.

- xii. July – Semiannual presentation by Denton Communities regarding residential and commercial development and discussion concerning the same.

## 16. Adjournment

### **Accessibility Statement:**

The City of Shavano Park City Hall is wheelchair accessible. The entry ramp is located in the front of the building. Accessible parking spaces are also available in the front and sides of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-447-5400 or TDD 1-800-735-2989.

### **Decorum Required:**

Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

### **Action by Commission Authorized:**

The Planning and Zoning Commission may vote and/or act upon any item within this Agenda. The Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

### **Executive Sessions Authorized:**

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

### **Attendance by Other Elected or Appointed Officials:**

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named Shavano Park Planning and Zoning Commission is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano

Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on March 27, 2014 at 9:00 A.M. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

ZINA TEDFORD  
City Secretary

**CITY OF SHAVANO PARK  
PLANNING & ZONING COMMISSION MEETING  
CITY HALL, COUNCIL CHAMBERS  
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231  
May 7, 2014  
7:30 P.M.**

**AGENDA**

1. Call to order
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 and Zoning Commission duties under 36-69(1) of the Code or the severance of one or more of such items for an individual vote on such item or items.
3. Citizens to be heard – Rules for Citizen’s Comments: The Planning and Zoning Commission welcomes citizen participation and comments at all of their meetings. As a courtesy to your fellow citizens and out of respect to Board members; we request that if you wish to speak that you follow these guidelines.
  - A. Direct your comments to the entire Board, not to an individual member;
  - B. Limit your discussion to one or two issues that you wish to address rather than a generalized statement; and
  - C. Show the Board the same respect and courtesy that you expect to be shown to you.
  - D. As stated in Resolution No. 04-11, residents are given three (3) minutes to speak during Citizens to be heard. Residents are only allowed to speak once and cannot pass their time allotment to someone else.

The Presiding Officer will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

**Note:** The Commission may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the Board may present any factual response to items brought up by citizens [Attorney General Opinion – JC 0169].

4. Consent Agenda:
  - A. Discussion and possible action to approve minutes of the Planning and Zoning Commission April 2, 2014 meeting.
5. Announcement concerning cancellation of public hearing based on withdrawal of Special Use Zoning Permit application.
6. Discussion and possible action – Final plat of a 1.3684-acre tract out of a 46.94-acre tract generally located between Loop 1604 and Pond Hill Road.
7. Discussion and possible action – Final plat of a 1.76-acre tract out of a 46.94-acre tract generally located along Loop 1604 west of N.W. Military Hwy.

8. Presentation by Michael Janssen concerning hike/bike trail issues related to Unit 19 from N.W. Military Highway to the Salado Creek, including platting considerations related thereto, and discussion concerning the same.
9. Presentation by Commissioner Michael Janssen concerning annexation working group consideration of possible annexation of a tract of land located at the corner of Huebner Road and Lockhill, and discussion concerning the same.
10. Presentation by Commissioner Albert Aleman concerning the Community Homes/Personal Care Homes working group, and discussion concerning the same.
11. Presentation by Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
12. Presentation by City Manager Bill Hill re developments on land swap issues with the CoSA, and discussion concerning the same.
13. Report and update by City Manager Bill Hill concerning City Council items considered at the April 2014 City Council meetings and discussion concerning the same.
14. Chairman Announcements:
  - A. Advise members to contact City staff to add new or old agenda items.
  - B. Advise members of pending agenda items, as follows:
    - i. June – Presentation by City Manager Bill Hill re developments on land swap issues with the CoSA, and discussion concerning the same.
    - ii. June – Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
    - iii. June – Presentation by P&Z Commissioner Michael Janssen regarding Huebner Road and Lockhill annexation working group, and discussion concerning the same.
    - iv. June – Presentation by P&Z Commissioner Albert Aleman regarding Community Homes/Personal Care Homes working group working group, and discussion concerning the same.
    - v. June – Annual discussion concerning Town Plan.
    - vi. July – Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
    - vii. July – Presentation by P&Z Commissioner Michael Janssen regarding Huebner Road and Lockhill annexation working group and discussion concerning the same.
    - viii. July – Presentation by P&Z Commissioner Albert Aleman regarding Community Homes/Personal Care Homes working group working group, and discussion concerning the same.
    - ix. July – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
    - x. July – Semiannual presentation by Denton Communities regarding residential and commercial development and discussion concerning the same.
15. Adjournment

**Accessibility Statement:**

The City of Shavano Park City Hall is wheelchair accessible. The entry ramp is located in the front of the building. Accessible parking spaces are also available in the front and sides of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-447-5400 or TDD 1-800-735-2989.

**Decorum Required:**

Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

**Action by Commission Authorized:**

The Planning and Zoning Commission may vote and/or act upon any item within this Agenda. The Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

**Executive Sessions Authorized:**

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

**Attendance by Other Elected or Appointed Officials:**

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named Shavano Park Planning and Zoning Commission is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on May 2, 2014 at 3:00 P.M. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

ZINA TEDFORD  
City Secretary



**CITY OF SHAVANO PARK  
PLANNING & ZONING COMMISSION MEETING  
CITY HALL, COUNCIL CHAMBERS  
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231  
July 2, 2014  
7:30 P.M.**

**AGENDA**

1. Call to order
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 and Zoning Commission duties under 36-69(1) of the Code or the severance of one or more of such items for an individual vote on such item or items.
3. Citizens to be heard – Rules for Citizen’s Comments: The Planning and Zoning Commission welcomes citizen participation and comments at all of their meetings. As a courtesy to your fellow citizens and out of respect to Board members; we request that if you wish to speak that you follow these guidelines.
  - A. Direct your comments to the entire Board, not to an individual member;
  - B. Limit your discussion to one or two issues that you wish to address rather than a generalized statement; and
  - C. Show the Board the same respect and courtesy that you expect to be shown to you.
  - D. As stated in Resolution No. 04-11, residents are given three (3) minutes to speak during Citizens to be heard. Residents are only allowed to speak once and cannot pass their time allotment to someone else.

The Presiding Officer will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

**Note:** The Commission may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the Board may present any factual response to items brought up by citizens [Attorney General Opinion – JC 0169].

4. Consent Agenda:
  - A. Discussion and possible action to approve minutes of the Planning and Zoning Commission May 7, 2014 meeting.
5. Announcement by City Manager Bill Hill concerning ability of working groups to meet without posting under the Texas Open Meetings Act.
6. Announcement by City Manager Bill Hill concerning change of term for Commissioner Kerry Dike.
7. Presentation by Commissioner Michael Janssen concerning annexation working group consideration of an Annexation Agreement between the City of Shavano Park and Lockhill Ventures, LLC concerning a 0.0837 acre tract of land and a 2.037 acre tract of land out of Lot 1813, Shavano Park Subdivision, Unit



-16A-1 described as Lot 1813A and 1813B, located in the vicinity of Lockhill Selma and Huebner, discussion concerning the same, and recommendation to City Council concerning changes, if any.

8. Presentation by Commissioner Michael Janssen concerning a recommendation on an Annexation Agreement between the City of Shavano Park and Lockhill Ventures, LLC concerning a 0.0837 acre tract of land and a 2.037 acre tract of land out of Lot 1813, Shavano Park Subdivision, Unit -16A-1 described as Lot 1813A and 1813B, located in the vicinity of Lockhill Selma and Huebner, discussion concerning the same, and recommendation to City Council concerning action on the Annexation Agreement.
9. Presentation by City Manager Bill Hill re-developments on land swap issues with the CoSA, and discussion concerning the same.
10. City Manager Hill's Letter of Notification to the Planning & Zoning Commission referencing Administrative Amended Plat - Shavano Park, Unit 19B, Phase IV (PUD) as required by City of Shavano Park Code of Ordinances, Section 28.47
11. Report and update by City Manager Bill Hill concerning City Council items considered at the May 2014 and June 2014 City Council meetings and discussion concerning the same.
12. Chairman Announcements:
  - A. Advise members to contact City staff to add new or old agenda items.
  - B. Advise members of pending agenda items, as follows:
    - i. August – Presentation by City Manager Bill Hill re developments on land swap issues with the CoSA, and discussion concerning the same.
    - ii. August – Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
    - iii. August – Presentation by P&Z Commissioner Michael Janssen regarding Huebner Road and Lockhill annexation working group, and discussion concerning the same.
    - iv. August – Presentation by Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
    - v. August – Presentation by P&Z Commissioner Albert Aleman regarding Community Homes/Personal Care Homes working group working group, and discussion concerning the same.
    - vi. August – Semiannual presentation by Denton Communities regarding residential and commercial development and discussion concerning the same.
    - vii. August – Annual discussion concerning Town Plan.
    - viii. September – Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
    - ix. September – Presentation by P&Z Commissioner Michael Janssen regarding Huebner Road and Lockhill annexation working group and discussion concerning the same.
    - x. September – Presentation by P&Z Commissioner Albert Aleman regarding Community Homes/Personal Care Homes working group working group, and discussion concerning the same.
    - xi. September – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
    - xii. September – Presentation by Commissioner Bob Werner concerning formation of working group to consider application of special use permit process in the CoSP, selection of working group members and chair, and schedule meeting regarding the same.

### 13. Adjournment

#### **Accessibility Statement:**

The City of Shavano Park City Hall is wheelchair accessible. The entry ramp is located in the front of the building. Accessible parking spaces are also available in the front and sides of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-447-5400 or TDD 1-800-735-2989.

#### **Decorum Required:**

Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

#### **Action by Commission Authorized:**

The Planning and Zoning Commission may vote and/or act upon any item within this Agenda. The Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

#### **Executive Sessions Authorized:**

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

#### **Attendance by Other Elected or Appointed Officials:**

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named Shavano Park Planning and Zoning Commission is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was

posted on June 25, 2014 at 11:30A.M. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

ZINA TEDFORD  
City Secretary

**CITY OF SHAVANO PARK  
PLANNING & ZONING COMMISSION MEETING  
CITY HALL, COUNCIL CHAMBERS  
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231  
August 6, 2014  
7:30 P.M.**

**AGENDA**

1. Call to order
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 and Zoning Commission duties under 36-69(1) of the Code or the severance of one or more of such items for an individual vote on such item or items.
3. Citizens to be heard – Rules for Citizen’s Comments: The Planning and Zoning Commission welcomes citizen participation and comments at all of their meetings. As a courtesy to your fellow citizens and out of respect to Board members; we request that if you wish to speak that you follow these guidelines.
  - A. Direct your comments to the entire Board, not to an individual member;
  - B. Limit your discussion to one or two issues that you wish to address rather than a generalized statement; and
  - C. Show the Board the same respect and courtesy that you expect to be shown to you.
  - D. As stated in Resolution No. 04-11, residents are given three (3) minutes to speak during Citizens to be heard. Residents are only allowed to speak once and cannot pass their time allotment to someone else.

The Presiding Officer will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

**Note:** The Commission may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the Board may present any factual response to items brought up by citizens [Attorney General Opinion – JC 0169].

4. Consent Agenda:
  - A. Discussion and possible action to approve minutes of the Planning and Zoning Commission July 2, 2014 meeting.
5. Commissioner Bob Werner welcome the return of David Jauer to the Planning and Zoning Commission.
6. Announcement by City Manager Bill Hill concerning applications for the Planning and Zoning Commission and distribution of application materials to Commissioners with expiring terms.
7. Semiannual presentation by Denton Communities regarding residential and commercial development and discussion concerning the same.

8. Presentation by City Manager Bill Hill re developments on land swap issues with the CoSA, and discussion concerning the same.
9. Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same. Appointment of new member to working group and schedule working group meeting.
10. Presentation by P&Z Commissioner Albert Aleman regarding Community Homes/Personal Care Homes working group, and discussion concerning the same. Appointment of new member to working group and schedule working group meeting.
11. Presentation by Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
12. Discuss and consider rescheduling September 3, 2014 meeting to September 10, 2014.
13. Report and update by City Manager Bill Hill concerning City Council items considered at the July 2014 City Council meetings and discussion concerning the same.
14. Chairman Announcements:
  - A. Advise members to contact City staff to add new or old agenda items.
  - B. Advise members of pending agenda items, as follows:
    - i. September – Presentation by City Manager Bill Hill re developments on land swap issues with the CoSA, and discussion concerning the same.
    - ii. September – Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
    - iii. September – Presentation by Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
    - iv. September – Presentation by P&Z Commissioner Albert Aleman regarding Community Homes/Personal Care Homes working group working group, and discussion concerning the same.
    - v. September – Annual discussion concerning Town Plan.
    - vi. September – Presentation by Commissioner Bob Werner concerning formation of working group to consider application of special use permit process in the CoSP, selection of working group members and chair, and schedule meeting regarding the same.
    - vii. October – Instructions to new Planning and Zoning Commissioners to secure appropriate training, discussion regarding open meeting and open records requirements, and Nomination of Planning and Zoning Commission Chair and Vice-chair.
    - viii. October – Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
    - ix. October – Presentation by P&Z Commissioner Albert Aleman regarding Community Homes/Personal Care Homes working group working group, and discussion concerning the same.
    - x. October – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
    - xi. November – Presentation by Commissioner Bob Werner concerning formation of working group to review CoSP Ordinance 100-12-11 referencing “Covered Parking” “Carports,” discussion concerning the same and possible selection of working group members and chair, and schedule meeting regarding the same, if needed.

- xii. January – Semiannual presentation by Denton Communities regarding residential and commercial development and discussion concerning the same.

## 15. Adjournment

### **Accessibility Statement:**

The City of Shavano Park City Hall is wheelchair accessible. The entry ramp is located in the front of the building. Accessible parking spaces are also available in the front and sides of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-447-5400 or TDD 1-800-735-2989.

### **Decorum Required:**

Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

### **Action by Commission Authorized:**

The Planning and Zoning Commission may vote and/or act upon any item within this Agenda. The Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

### **Executive Sessions Authorized:**

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

### **Attendance by Other Elected or Appointed Officials:**

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named Shavano Park Planning and Zoning Commission is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano

Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on August 1, 2014 at 5:00 P.M. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

ZINA TEDFORD  
City Secretary

**CITY OF SHAVANO PARK  
PLANNING & ZONING COMMISSION MEETING  
CITY HALL, COUNCIL CHAMBERS  
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231  
September 10, 2014  
7:30 P.M.**

**AGENDA**

1. Call to order
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 and 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.
3. Citizens to be heard – Rules for Citizen’s Comments: The Planning and Zoning Commission welcomes citizen participation and comments at all of their meetings. As a courtesy to your fellow citizens and out of respect to Board members; we request that if you wish to speak that you follow these guidelines.
  - A. Direct your comments to the entire Board, not to an individual member;
  - B. Limit your discussion to one or two issues that you wish to address rather than a generalized statement; and
  - C. Show the Board the same respect and courtesy that you expect to be shown to you.
  - D. As stated in Resolution No. 04-11, residents are given three (3) minutes to speak during Citizens to be heard. Residents are only allowed to speak once and cannot pass their time allotment to someone else.

The Presiding Officer will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

**Note:** The Commission may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the Board may present any factual response to items brought up by citizens [Attorney General Opinion – JC 0169].

4. Consent Agenda:
  - A. Discussion and possible action to approve minutes of the Planning and Zoning Commission August 6, 2014 meeting.
5. Discussion and possible action on preliminary plat of Lot 1811, a 1.8748-acre tract of land out of a 46.94-acre tract of land as conveyed to Rogers Shavano Park Unit 18/19, LTD and described in instrument recorded in Volume 10075, page 1609-1624 of the official public records of real property of Bexar County, TX – Southside of Loop 1604 west of N.W. Military.
6. Discussion and possible action on preliminary plat of Lot 2, Block 15, a 1.000-acre tract of land out of a 58.20-acre tract of land as conveyed to Rogers Shavano Park Unit 17, LTD and described in instrument recorded in Volume 8194, page 1745-1761 of the official public records of real property of Bexar County, TX – Westside of Lockhill Selma north of De Zavala.



7. Discussion and possible action on preliminary plat of Lot 3, Block 15, a 1.000-acre tract of land out of a 58.20-acre tract of land as conveyed to Rogers Shavano Park Unit 17, LTD and described in instrument recorded in Volume 8194, page 1745-1761 of the official public records of real property of Bexar County, TX – Westside of Lockhill Selma north of De Zavala.
8. Discussion and possible action on preliminary plat of a road to be located from the northwest corner of Pond Hill north to Loop 1604 out of a 46.94-acre tract of land as conveyed to Rogers Shavano Park Unit 18/19, LTD and described in instrument recorded in Volume 10075, page 1609-1624 of the official public records of real property of Bexar County, TX.
9. Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
10. Presentation by P&Z Commissioner Albert Aleman regarding Community Homes/Personal Care Homes working group, including draft language, and discussion concerning the same.
11. Presentation by Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
12. Presentation by City Manager Bill Hill concerning consideration to amend the City of Shavano Park Code of Ordinances, Sec. 36-1 to include definitions of Short Term Rentals, Long Term Rentals, and Single Family Residence, and discussion concerning the same.
13. Discuss and consider scheduling September 22, 2014 special meeting for consideration of short-term rental ordinance.
14. Presentation by City Manager Bill Hill re developments on land swap issues with the CoSA, and discussion concerning the same.
15. Report and update by City Manager Bill Hill concerning City Council items considered at the August 2014 City Council meetings and discussion concerning the same.
16. Chairman Announcements:
  - A. Advise members to contact City staff to add new or old agenda items.
  - B. Advise members of pending agenda items, as follows:
    - i. October – Instructions to new Planning and Zoning Commissioners to secure appropriate training, discussion regarding open meeting and open records requirements, and Nomination of Planning and Zoning Commission Chair and Vice-chair.
    - ii. October – Presentation by City Manager Bill Hill re developments on land swap issues with the CoSA, and discussion concerning the same.
    - iii. October – Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
    - iv. October – Presentation by P&Z Commissioner Albert Aleman regarding Community Homes/Personal Care Homes working group working group, and discussion concerning the same.
    - v. October – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
    - vi. October – Annual discussion concerning Town Plan.

- vii. November – Presentation by Commissioner Bob Werner concerning formation of working group to review CoSP Ordinance 100-12-11 referencing “Covered Parking” “Carports,” discussion concerning the same and possible selection of working group members and chair, and schedule meeting regarding the same, if needed.
- viii. January – Semiannual presentation by Denton Communities regarding residential and commercial development and discussion concerning the same.

## 17. Adjournment

### **Accessibility Statement:**

The City of Shavano Park City Hall is wheelchair accessible. The entry ramp is located in the front of the building. Accessible parking spaces are also available in the front and sides of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-447-5400 or TDD 1-800-735-2989.

### **Decorum Required:**

Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

### **Action by Commission Authorized:**

The Planning and Zoning Commission may vote and/or act upon any item within this Agenda. The Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

### **Executive Sessions Authorized:**

This agenda has been reviewed and approved by the City’s legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

### **Attendance by Other Elected or Appointed Officials:**

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named Shavano Park Planning and Zoning Commission is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on September 5, 2014 at 1:30 P.M. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

ZINA TEDFORD  
City Secretary

**CITY OF SHAVANO PARK  
PLANNING & ZONING COMMISSION MEETING  
CITY HALL, COUNCIL CHAMBERS  
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231  
September 22, 2014  
5:00 P.M.**

**AGENDA**

1. Call to order
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 and Zoning Commission duties under 36-69(1) of the Code or the severance of one or more of such items for an individual vote on such item or items.
3. Citizens to be heard – Rules for Citizen’s Comments: The Planning and Zoning Commission welcomes citizen participation and comments at all of their meetings. As a courtesy to your fellow citizens and out of respect to Board members; we request that if you wish to speak that you follow these guidelines.
  - A. Direct your comments to the entire Board, not to an individual member;
  - B. Limit your discussion to one or two issues that you wish to address rather than a generalized statement; and
  - C. Show the Board the same respect and courtesy that you expect to be shown to you.
  - D. As stated in Resolution No. 04-11, residents are given three (3) minutes to speak during Citizens to be heard. Residents are only allowed to speak once and cannot pass their time allotment to someone else.

The Presiding Officer will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

**Note:** The Commission may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the Board may present any factual response to items brought up by citizens [Attorney General Opinion – JC 0169].

4. Public Hearing: Presentation by City Manager Bill Hill concerning proposed Ordinance No. O-2014-019 amending City of Shavano Park Code of Ordinances Chapter 36-1, Definitions, adding definitions for Short Term Rentals, Long Term Rentals, and Single Family Residence.
5. Discussion and possible action concerning adding definitions for Short Term Rentals, Long Term Rentals, and Single Family Residence under Ordinance No. O-2014-019, which applies to regulation of residences in the A-1 A-2, A-3, A-4, A-5 PUD, AND CE Single Family Districts.
6. Adjournment

**Accessibility Statement:**

The City of Shavano Park City Hall is wheelchair accessible. The entry ramp is located in the front of the building. Accessible parking spaces are also available in the front and sides of the building. Sign interpretative

services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-447-5400 or TDD 1-800-735-2989.

**Decorum Required:**

Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

**Action by Commission Authorized:**

The Planning and Zoning Commission may vote and/or act upon any item within this Agenda. The Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

**Executive Sessions Authorized:**

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

**Attendance by Other Elected or Appointed Officials:**

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named Shavano Park Planning and Zoning Commission is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on September 19, 2014 at 2:00 P.M. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

ZINA TEDFORD  
City Secretary

**CITY OF SHAVANO PARK  
PLANNING & ZONING COMMISSION MEETING  
CITY HALL, COUNCIL CHAMBERS  
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231  
October 1, 2014  
7:30 P.M.**

**AGENDA**

1. Call to order
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 and 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.
3. Citizens to be heard – Rules for Citizen’s Comments: The Planning and Zoning Commission welcomes citizen participation and comments at all of their meetings. As a courtesy to your fellow citizens and out of respect to Board members; we request that if you wish to speak that you follow these guidelines.
  - A. Direct your comments to the entire Board, not to an individual member;
  - B. Limit your discussion to one or two issues that you wish to address rather than a generalized statement; and
  - C. Show the Board the same respect and courtesy that you expect to be shown to you.
  - D. As stated in Resolution No. 04-11, residents are given three (3) minutes to speak during Citizens to be heard. Residents are only allowed to speak once and cannot pass their time allotment to someone else.

The Presiding Officer will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

**Note:** The Commission may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the Board may present any factual response to items brought up by citizens [Attorney General Opinion – JC 0169].

4. Nomination and appointment of Chairman.
5. Nomination and appointment of Vice-Chairman.
6. Chairman welcome to new members and thank you to departing members. Presentation from Chairman advising new Planning and Zoning Commissioners to secure appropriate open meeting and open records training, and discussion regarding open meeting and open records requirements.
7. Consent Agenda:
  - A. Discussion and possible action to approve minutes of the Planning and Zoning Commission September 10, 2014 and September 22, 2014 meetings.

8. Discussion and possible action on final plat of Lot 1811, a 1.8748-acre tract of land out of a 46.94-acre tract of land as conveyed to Rogers Shavano Park Unit 18/19, LTD and described in instrument recorded in Volume 10075, page 1609-1624 of the official public records of real property of Bexar County, TX – Southside of Loop 1604 west of N.W. Military.
9. Discussion and possible action on final plat of Lot 2, Block 15, a 1.000-acre tract of land out of a 58.20-acre tract of land as conveyed to Rogers Shavano Park Unit 17, LTD and described in instrument recorded in Volume 8194, page 1745-1761 of the official public records of real property of Bexar County, TX – Westside of Lockhill Selma north of De Zavala.
10. Discussion and possible action on final plat of Lot 3, Block 15, a 1.000-acre tract of land out of a 58.20-acre tract of land as conveyed to Rogers Shavano Park Unit 17, LTD and described in instrument recorded in Volume 8194, page 1745-1761 of the official public records of real property of Bexar County, TX – Westside of Lockhill Selma north of De Zavala.
11. Discussion and possible action on final plat of a road to be located from the northwest corner of Pond Hill north to Loop 1604 out of a 46.94-acre tract of land as conveyed to Rogers Shavano Park Unit 18/19, LTD and described in instrument recorded in Volume 10075, page 1609-1624 of the official public records of real property of Bexar County, TX.
12. Presentation by Denton Communities re developments on land swap issues with the CoSA, including discussions with Denton Communities regarding the deeding of the property in the CoSA between the CoSP right of way along Cliffside and the existing fence line to the CoSP, and discussion concerning the same.
13. Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
14. Presentation by P&Z Commissioner Albert Aleman regarding Community Homes/Personal Care Homes working group, including draft language, and discussion concerning the same.
15. Presentation by Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
16. Chairman Announcements:
  - A. Advise members to contact City staff to add new or old agenda items.
  - B. Advise members of pending agenda items, as follows:
    - i. November – Presentation by City Manager Bill Hill re discussions with Denton Communities regarding the deeding of the property in the CoSA between the CoSP right of way along Cliffside and the existing fence line to the CoSP.
    - ii. November – Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
    - iii. November – Presentation by P&Z Commissioner Albert Aleman regarding Community Homes/Personal Care Homes working group working group, and discussion concerning the same.
    - iv. November – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
    - v. November – Annual discussion concerning Town Plan.

- vi. November – Presentation by Commissioner Bob Werner concerning formation of working group to review CoSP Ordinance 100-12-11 referencing “Covered Parking” “Carports,” discussion concerning the same and possible selection of working group members and chair, and schedule meeting regarding the same, if needed.
- vii. January – Semiannual presentation by Denton Communities regarding residential and commercial development and discussion concerning the same.
- viii. July – Semiannual presentation by Denton Communities regarding residential and commercial development and discussion concerning the same.

## 17. Adjournment

### **Accessibility Statement:**

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### **Decorum Required:**

Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

### **Action by Commission Authorized:**

The Planning and Zoning Commission may vote and/or act upon any item within this Agenda. The Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

### **Executive Sessions Authorized:**

This agenda has been reviewed and approved by the City’s legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

### **Attendance by Other Elected or Appointed Officials:**

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.



I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named Shavano Park Planning and Zoning Commission is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on September 26, 2014 at 4:30 P.M. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

ZINA TEDFORD  
City Secretary

**CITY OF SHAVANO PARK  
PLANNING & ZONING COMMISSION MEETING  
CITY HALL, COUNCIL CHAMBERS  
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231  
November 5, 2014  
7:30 P.M.**

**AGENDA**

1. Call to order
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 and Zoning Commission duties under 36-69(1) of the Code or the severance of one or more of such items for an individual vote on such item or items.
3. Citizens to be heard – Rules for Citizen’s Comments: The Planning and Zoning Commission welcomes citizen participation and comments at all of their meetings. As a courtesy to your fellow citizens and out of respect to Board members; we request that if you wish to speak that you follow these guidelines.
  - A. Direct your comments to the entire Board, not to an individual member;
  - B. Limit your discussion to one or two issues that you wish to address rather than a generalized statement; and
  - C. Show the Board the same respect and courtesy that you expect to be shown to you.
  - D. As stated in Resolution No. 04-11, residents are given three (3) minutes to speak during Citizens to be heard. Residents are only allowed to speak once and cannot pass their time allotment to someone else.

The Presiding Officer will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

**Note:** The Commission may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the Board may present any factual response to items brought up by citizens [Attorney General Opinion – JC 0169].

4. Consent Agenda:
  - A. Discussion and possible action to approve minutes of the Planning and Zoning Commission October 1, 2014 meeting.
5. Public Hearing: Presentation by Commissioner Albert Aleman, Group Housing for Handicapped Persons working group, concerning Ordinance # **O-2014-23** which regulates the requirements, permitting and spacing of Group Housing for Handicapped Persons.
6. 6. Discussion and possible action concerning Ordinance #**O-2014-23**, which amends Chapter 36 of the Code of Ordinances in several sections and adds a section that regulates the requirements, permitting and spacing of Group Housing for Handicapped Persons.

7. Presentation by City Manager Bill Hill regarding developments on land swap issues with the CoSA, including discussions with Denton Communities regarding the deeding of the property in the CoSA between the CoSP right of way along Cliffside and the existing fence line to the CoSP, and discussion concerning the same.
8. Presentation by P&Z Commissioners Michael Janssen and Bob Werner concerning overview of Town Plan, hike/bike trails, and municipal tract development, and discussion concerning the same.
  - A. Discussion lead by P&Z Commissioner Michael Janssen concerning scheduling hike/bike working group meeting.
  - B. Discussion lead by P&Z Commissioner Bob Werner concerning scheduling three public hearings on municipal tract development.
9. Presentation by Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
10. Presentation by Commissioner Bob Werner concerning formation of working group to review CoSP Code Sections 36-36(a)(7), 36-37(a)(2), and 36-102 regulating home occupations, discussion concerning the same and possible selection of working group members and chair, and schedule meeting regarding the same, if needed.
11. Presentation by Commissioner Bob Werner concerning formation of working group to prepare for the CoSP language regulating the certificate of occupancy process issuance, conditions, denial and issues related thereto, discussion concerning the same and possible selection of working group members and chair, and schedule meeting regarding the same, if needed.
12. Chairman Announcements:
  - A. Advise members to contact City staff to add new or old agenda items.
  - B. Advise members of pending agenda items, as follows:
    - i. December – Public Hearing concerning municipal tract development.
    - ii. December – Semiannual presentation by Denton Communities regarding residential and commercial development and discussion concerning the same.
    - iii. December – Annual discussion concerning Town Plan, including commercial development and NW Military Hwy.
    - iv. December – Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
    - v. December – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
    - vi. December – Presentation by working group concerning the certificate of occupancy process, and discussion concerning the same.
    - vii. December – Presentation by Commissioner Bob Werner concerning formation of working group to review CoSP Ordinance 100-12-11 referencing “Covered Parking” “Carports,” discussion concerning the same and possible selection of working group members and chair, and schedule meeting regarding the same, if needed.
    - viii. July – Semiannual presentation by Denton Communities regarding residential and commercial development and discussion concerning the same.
13. Adjournment

**Accessibility Statement:**

The City of Shavano Park City Hall is wheelchair accessible. The entry ramp is located in the front of the building. Accessible parking spaces are also available in the front and sides of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-447-5400 or TDD 1-800-735-2989.

**Decorum Required:**

Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

**Action by Commission Authorized:**

The Planning and Zoning Commission may vote and/or act upon any item within this Agenda. The Commission reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

**Executive Sessions Authorized:**

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

**Attendance by Other Elected or Appointed Officials:**

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above named Shavano Park Planning and Zoning Commission is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City Shavano Park, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on October 30, 2014 at 4:00 P.M. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

ZINA TEDFORD  
City Secretary

**CITY OF SHAVANO PARK  
PLANNING & ZONING COMMISSION MEETING  
CITY HALL, COUNCIL CHAMBERS  
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231  
December 3, 2014  
7:30 P.M.**

**AGENDA**

1. Call to order
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 and 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.
3. Citizens to be heard – Rules for Citizen’s Comments: The Planning and Zoning Commission welcomes citizen participation and comments at all of their meetings. As a courtesy to your fellow citizens and out of respect to Board members; we request that if you wish to speak that you follow these guidelines.
  - A. Direct your comments to the entire Board, not to an individual member;
  - B. Limit your discussion to one or two issues that you wish to address rather than a generalized statement; and
  - C. Show the Board the same respect and courtesy that you expect to be shown to you.
  - D. As stated in Resolution No. 04-11, residents are given three (3) minutes to speak during Citizens to be heard. Residents are only allowed to speak once and cannot pass their time allotment to someone else.

The Presiding Officer will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

**Note:** The Commission may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the Board may present any factual response to items brought up by citizens [Attorney General Opinion – JC 0169].

4. Consent Agenda:
  - A. Discussion and possible action to approve minutes of the Planning and Zoning Commission November 5, 2014 meeting.
5. Discussion and possible action on preliminary plat of Shavano Park, Unit -19C, Phase III, a 39.84 acre tract of land located generally west of Kinnan Way and Collins Circle Intersection.
6. Discussion and possible action on preliminary plat of Pond Hill Commercial West Phase I, a 3.62 acre tract of land out of a 46.94 acre tract of located generally west of NW Military HWY and Pond Hill Rd Intersection.

7. Discussion and possible action on preliminary plat of Shavano Park, Unit 19B Phase V, a 2.19 acre tract of land out of a 289.5 acre tract of land located generally 0.5 miles west of Bitters and Loop 1604 Intersection.
8. Presentation by Denton Communities regarding standards, procedures and scheduling for establishing a Planned Unit Development for unplatted property located at the northeast corner of the CoSP north of Blattman Elementary, south of Loop 1604 and west of the Salado Creek, Shavano Park Unit 19B, Phase V, including property received from the City of San Antonio, and discussion concerning the same.
9. Semiannual presentation by Denton Communities regarding residential and commercial development within the City and discussion concerning the same.
10. Presentation by Chairman Bob Werner concerning formation of working group to review City Ordinance 100-12-11 referencing "Covered Parking" "Carports," discussion concerning the same and possible selection of working group members and chair, and schedule meeting regarding the same, if needed.
11. Presentation by City Manager Bill Hill regarding standards, procedures and scheduling for zoning two lots in the City located at the corner of Huebner Road and Lockhill Selma Road (the Advanced Smile Center tract and the property immediately south of the Advanced Smile Center tract), and discussion concerning the same.
12. Discussion lead by Chairman Bob Werner concerning scheduling three public presentations on municipal tract development with one meeting in December and two meetings in January one as part of the scheduled P&Z meeting and the second on a Saturday.
13. Presentation by P&Z Commissioners Michael Janssen and Bob Werner concerning overview of Town Plan, commercial development issues, and TxDOT developments along NW Military Hwy, and discussion concerning the same.
  - A. Discussion lead by P&Z Commissioner Michael Janssen concerning commercial development issues.
  - B. Discussion lead by City Manager Bill Hill concerning discussions with TxDOT regarding NW Military Hwy.
14. Presentation by Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
15. Presentation by Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
16. Presentation by Chairman Bob Werner concerning City Code Sections 36-36(a)(7), 36-37(a)(2), and 36-102 regulating home occupations, discussion concerning the same and possible selection of working group members and chair, and schedule meeting regarding the same, if needed.
17. Report and update by City Manager Bill Hill concerning City Council items considered at the October and November 2014 City Council meetings and discussion concerning the same.
18. Chairman Announcements:
  - A. Advise members to contact City staff to add new or old agenda items.

B. Advise members of pending agenda items, as follows:

- i. January – Public presentation concerning municipal tract development.
- ii. January - Discussion and possible action on final plat for item 5 above.
- iii. January - Discussion and possible action on final plat for item 6 above.
- iv. January - Discussion and possible action on final plat for item 7 above.
- v. January – Presentation by P&Z Commissioner Michael Janssen and the hike/bike trail working group, and discussion concerning the same.
- vi. January – Presentation by P&Z Commissioner Richard Lazor on 1993 City Drainage Plan, and discussion concerning the same.
- vii. January – Presentation by Commissioner Konrad Kurkendall concerning working group review of the certificate of occupancy process, and discussion concerning the same.
- viii. January - Presentation by working group concerning review of CoSP Code Sections 36-36(a)(7), 36-37(a)(2), and 36-102 regulating home occupations, discussion concerning the same.
- ix. January – Presentation by working group to review CoSP Ordinance 100-12-11 referencing “Covered Parking” “Carports,” discussion concerning the same and possible selection of working group members and chair, and schedule meeting regarding the same, if needed.
- x. January (Saturday) – Public presentation concerning municipal tract development.
- xi. July – Semiannual presentation by Denton Communities regarding residential and commercial development and discussion concerning the same.

19. Adjournment

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therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

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ZINA TEDFORD  
City Secretary