

**CITY OF SHAVANO PARK
PLANNING & ZONING COMMISSION MEETING
CITY HALL, COUNCIL CHAMBERS
900 SADDLETREE COURT, SHAVANO PARK, TEXAS 78231
January 9, 2017**

6:30 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 & 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. Approval - Planning & Zoning Commission minutes, December 7, 2016
5. Discussion / action – Proposed amendments to Chapter 6, Chapter 32, and Chapter 36 of the City’s Code of Ordinances regarding carports – City Manager Hill and Commissioner Janssen
6. Discussion / action – Proposed amendments to Chapter 6 and Chapter 36 of the City’s Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings – City Manager Hill and Commissioner Aleman.

7. Discussion – Discussion regarding possible updates and changes to Chapter 36, Article IV, Tables No. 3, 4, and 5 of the permitted uses for zoning districts O-1, B-1 and B-2 – City Manager Hill and Commissioner Janssen.
8. Presentation on the status of the proposed sidewalks and discussion concerning the same – City Manager Hill.
9. Report / update – City Council items considered at previous City Council meetings and discussion concerning the same – City Manager Hill.
10. 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 - Presentation by City Manager Hill on the status of the proposed sidewalks and discussion concerning the same.
 - ii. February – Proposed amendments to Chapter 6 and Chapter 36 of the City’s Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings.
 - iii. February – Proposed amendments to Chapter 6, Chapter 32 and Chapter 36 regarding carports.
 - iv. February – Discussion and proposed amendments to permitted uses in zoning districts O-1, B-1 and B-2.
 - v. February – Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.
 - vi. February – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.
11. 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 January 5, 2017 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
February 1, 2017**

6:30 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 & 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. Approval - Planning & Zoning Commission minutes, January 9, 2017
5. Public Hearing
The Planning & Zoning Commission shall conduct a public hearing to receive testimony and comments from members of the public on proposed amendments to Chapter 6, Chapter 32, and Chapter 36 of the City’s Code of Ordinances regarding carports and porte cocheres – City Manager Hill and Commissioner Janssen.
6. Discussion / action – Proposed amendments to Chapter 6, Chapter 32, and Chapter 36 of the City’s Code of Ordinances regarding carports and porte cocheres – City Manager Hill and Commissioner Janssen.

7. **Public Hearing**
The Planning & Zoning Commission shall conduct a public hearing to receive testimony and comments from members of the public regarding possible updates and changes to Chapter 36, Article IV, Tables No. 3, 4, and 5 of the permitted uses for zoning districts O-1, B-1 and B-2 – City Manager Hill and Commissioner Janssen.
8. **Discussion – Discussion** regarding possible updates and changes to Chapter 36, Article IV, Tables No. 3, 4, and 5 of the permitted uses for zoning districts O-1, B-1 and B-2 – City Manager Hill and Commissioner Janssen.
9. **Presentation - Semiannual presentation** by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.
10. **Report / update – City Council items** considered at previous City Council meetings and discussion concerning the same – City Manager Hill.
11. **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 City Manager Hill on the status of the proposed sidewalks and discussion concerning the same.
 - ii. March – Public Hearing on proposed amendments to permitted uses in zoning districts O-1, B-1 and B-2.
 - iii. March – Discussion and possible action on proposed amendments to permitted uses in zoning districts O-1, B-1 and B-2.
 - iv. August – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.
 - v. October - Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.
12. **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 January 24, 2017 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
March 1, 2017**

6:30 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 & 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. Approval - Planning & Zoning Commission minutes, February 1, 2017
5. Public Hearing
The Planning & Zoning Commission shall conduct a public hearing to receive testimony and comments from members of the public regarding an application for a Bank/savings and loan – drive through facilities “CC” use for Huntington West Office Building, 3424 Paesanos Parkway, Shavano Park, TX, 78231.
6. Discussion / action - Application for a Bank/savings and loan – drive through facilities “CC” use for Huntington West Office Building, 3424 Paesanos Parkway, Shavano Park, TX, 78231.

7. **Public Hearing**
The Planning & Zoning Commission shall conduct a public hearing to receive testimony and comments from members of the public regarding rezoning a 22.46 acre tract of land located east of NW Military Highway in the vicinity of Pond Hill Road and Loop 1604, from B-1 Business District to B-2 Business District.
8. Discussion / action – Application regarding rezoning a 22.46 acre tract of land located east of NW Military Highway in the vicinity of Pond Hill road and Loop 1604, from B-1 Business District to B-2 Business District.
9. Discussion – Presentation and update regarding amendments to Chapter 6 and Chapter 36 of the City’s Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings – City Manager Hill and Commissioner Janssen.
10. Discussion / action – Proposed amendments to Chapter 6, Chapter 32, and Chapter 36 of the City’s Code of Ordinances regarding carports – City Manager Hill and Commissioner Janssen
11. Discussion / action – Possible amendments to Chapter 36, Article IV, Tables No. 3, 4, and 5 of the permitted uses for zoning districts O-1, B-1 and B-2 – City Manager Hill and Commissioner Janssen.
12. Report / update – City Council items considered at previous City Council meetings and discussion concerning the same – City Manager Hill.
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. April - Presentation by City Manager Hill on the status of the proposed sidewalks and discussion concerning the same.
 - ii. April – Public hearing and discussion / action regarding portable buildings and accessory buildings.
 - iii. August – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas.
 - iv. October – Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.
14. **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 24, 2017 at 8:30 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 5, 2017**

6:30 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 & 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. Approval - Planning & Zoning Commission minutes, March 1, 2017
5. Discussion / update - Amendments to Chapter 6 and Chapter 36 of the City’s Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings – Commissioner Janssen.
6. Discussion / action - Role and processes of the Planning & Zoning Commission in adopting a comprehensive Town Plan for 2017 and future years - Commissioner Janssen.

7. Report / update - City Council items considered at previous City Council meetings and discussion concerning the same - Commissioner Janssen.
8. 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 Hill on the status of the proposed sidewalks and discussion concerning the same.
 - ii. May – Discussion / action on changes/updates to Town Plan.
 - iii. June – Public hearing and discussion / action regarding portable buildings and accessory buildings.
 - iv. August – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas.
 - v. October – Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.
9. Adjournment

Accessibility Statement:

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Decorum Required:

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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 30, 2017 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
May 3, 2017**

6:30 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 & 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. Approval - Planning & Zoning Commission minutes, April 5, 2017
5. Discussion / action – Preliminary Plat establishing Pond Hill East Commercial Subdivision, a 5.48 acre tract of land out of an 86.94 acre tract of land as conveyed to Rogers Shavano Park Unit 18/19, Ltd. and described instrument recorded in volume 10075, page 1609-1624 of the official public records of real property of Bexar County, Texas.

6. Discussion / update – Amendments to Chapter 6 and Chapter 36 of the City’s Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings – Commissioner Janssen and City Manager Hill.
7. Discussion / update – Role and processes of the Planning & Zoning Commission in reviewing and updating the City’s 2010 comprehensive Town Plan – Commissioner Janssen.
8. Report / update – City Council items considered at previous City Council meetings and discussion concerning the same – City Manager Hill.
9. 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 Hill on the status of the proposed sidewalks and discussion concerning the same.
 - ii. June – Discussion / action on changes/updates to Town Plan.
 - iii. June – Public hearing and discussion / action regarding portable buildings and accessory buildings.
 - iv. July – Public hearing and discussion regarding Town Plan update.
 - v. August – Advise members concerning September 1, 2017 application deadline for reappointment to the Planning & Zoning Commission.
 - vi. August – Public hearing and discussion regarding Town Plan update.
 - vii. September – Public hearing and discussion regarding Town Plan update.
 - viii. August – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas.
 - ix. October – Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.
 - x. October – Elect Chairman and Vice-Chairman
 - xi. October – Welcome new members and thank you for departing members
10. 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 27th of April, 2017 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
June 7, 2017**

6:30 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 & 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. Approval - Planning & Zoning Commission minutes, May 3, 2017
5. Discussion / action – Preliminary Plat establishing Shavano Park, Unit 19C Phase IV (Huntington), a 32.86 acre tract of land out of that 289.5 acre tract described in deed to Rogers Shavano Park Unit 18/19, LTD.
6. Discussion / action – Final Plat establishing Pond Hill East Commercial Subdivision, a 5.48 acre tract of land out of an 86.94 acre tract of land as conveyed to Rogers Shavano Park Unit 18/19, LTD. and

described instrument recorded in volume 10075, page 1609-1624 of the official public records of real property of Bexar County, Texas.

7. Public Hearing – Amendments to Chapter 6 and Chapter 36 of the City’s Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings and the authorization of special exceptions.
8. Discussion / action – Amendments to Chapter 6 and Chapter 36 of the City’s Code of Ordinances regarding accessory buildings, outbuildings, and portable buildings and the authorization of special exceptions – Commissioner Janssen and City Manager Hill.
9. Discussion / update – Role and processes of the Planning & Zoning Commission in reviewing and updating the City’s 2010 comprehensive Town Plan – Commissioner Janssen.
10. Discussion / update - Presentation on the status of the proposed sidewalks and discussion concerning the same – City Manager Hill.
11. Report / update – City Council items considered at previous City Council meetings and discussion concerning the same – City Manager Hill.
12. Discussion / action – Rescheduling the July 5, 2017 Planning & Zoning Meeting to July 12, 2017 – City Manager Hill and Commissioner Janssen.
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. July – Public hearing and discussion regarding Town Plan update.
 - ii. July – Discussion / action regarding accessory and portable buildings.
 - iii. August – Advise members concerning September 1, 2017 application deadline for reappointment to the Planning & Zoning Commission.
 - iv. August – Public hearing and discussion regarding Town Plan update.
 - v. August – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas.
 - vi. September – Public hearing and discussion regarding Town Plan update.
 - vii. October – Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.
 - viii. October – Elect Chairman and Vice-Chairman.
 - ix. October – Welcome new members and thank you to departing members.
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 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 1, 2017 at 3:15 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 12, 2017**

6:30 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 & 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. Approval - Planning & Zoning Commission minutes, June 7, 2017
5. Discussion / action – Final Plat establishing Shavano Park, Unit 19C Phase IV (Huntington), a 32.86 acre tract of land out of that 289.5 acre tract described in deed to Rogers Shavano Park Unit 18/19, LTD.
6. Public Hearing – Receive testimony and written evidence from City of Shavano Park residents and property owners on the review / update of the City’s 2010 Town Plan with focus on the City’s vision and strategic goals, City issues, and the City’s strengths, weaknesses, opportunities, and threats.

7. Discussion – Review and update of the City’s 2010 Town Plan with focus on the City’s vision and strategic goals, City issues, and the City’s strengths, weaknesses, opportunities, and threats - Commissioner Janssen and City Manager Hill.
8. Discussion / update - Presentation on the status of the proposed sidewalks and discussion concerning the same – City Manager Hill.
9. Report / update – City Council items considered at previous City Council meetings and discussion concerning the same – City Manager Hill.
10. Discussion / action – Possible rescheduling of the August 2, 2017 Planning & Zoning Commission Meeting to August 9, 2017 – Commissioner Janssen.
11. Chairman Announcements:
 - A. Advise members to contact City staff to add new or old agenda items.
 - B. Advise members concerning September 1, 2017 Boards / Commissions application deadline for the Planning & Zoning Commission.
 - C. Advise members of pending agenda items, as follows:
 - i. August – Advise members concerning September 1, 2017 Board / Commissions application deadline for the Planning & Zoning Commission.
 - ii. August – Public hearing and discussion regarding the review and update of the City’s 2010 Town Plan with focus on the City’s hike & bike trails and sidewalks.
 - iii. August – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas.
 - iv. September – Public hearing and discussion regarding the review and update of the City’s 2010 Town Plan with focus on the City’s residential and commercial development.
 - v. September – Presentation by KFW regarding drainage study.
 - vi. October – Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.
 - vii. October – Elect Chairman and Vice-Chairman.
 - viii. October – Welcome new members and thank you to departing members.
 - ix. October – Public hearing and discussion regarding the review and update of the City’s 2010 Town Plan with focus on the City’s flooding and drainage.
 - x. November– Public hearing and discussion regarding the review and update of the City’s 2010 Town Plan with focus on the City’s municipal tract.
 - xi. December – Public hearing and discussion regarding the review and update of the City’s 2010 Town Plan with focus on NW Military Highway improvements.

12. 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 July 3, 2017 at 8:30 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
August 8, 2017**

6:30 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 & 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. Approval – Planning & Zoning Commission minutes, July 12, 2017
5. Discussion / action – Final Plat establishing Shavano Park, Unit 19C Phase IV (Huntington), a 32.86 acre tract of land out of that 289.5 acre tract described in deed to Rogers Shavano Park Unit 18/19, LTD.
6. Presentation – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas.

7. Public Hearing – Receive testimony and written evidence from City of Shavano Park residents and property owners on the possible addition of the A-1 PUD Zoning District to the list of zoning districts eligible to receive special exceptions.
8. Discussion / Action – Consider the addition of the A-1 PUD Zoning District to the list of zoning districts eligible to receive special exceptions – City Manager Hill.
9. Public Hearing – Receive testimony and written evidence from City of Shavano Park residents and property owners on the review / update of the City’s 2010 Town Plan with focus on the City’s hike & bike trails and sidewalks.
10. Discussion – Review and update of the City’s 2010 Town Plan with focus on the City’s hike & bike trails and sidewalks – Commissioner Janssen and City Manager Hill.
11. Discussion - Review and update of the City’s 2010 Town Plan with focus on the City’s vision and strategic goals, City issues, and the City’s strengths, weaknesses, opportunities, and threats – Commissioner Janssen and City Manager Hill.
12. Report / update – City Council items considered at previous City Council meetings and discussion concerning the same – City Manager Hill.
13. Chairman Announcements:
 - A. Advise members to contact City staff to add new or old agenda items.
 - B. Remind members concerning September 1, 2017 Boards / Commissions application deadline for the Planning & Zoning Commission.
 - C. Advise members of pending agenda items, as follows:
 - i. September – Public hearing and discussion regarding the review and update of the City’s 2010 Town Plan with focus on the City’s residential and commercial development.
 - ii. September – Presentation by KFW regarding drainage study.
 - iii. September – Discussion / action on possible amendments to Sec. 24-6 regarding the regulation of political signs.
 - iv. October – Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.
 - v. October – Elect Chairman and Vice-Chairman.
 - vi. October – Welcome new members and thank you to departing members.
 - vii. October – Public hearing and discussion regarding the review and update of the City’s 2010 Town Plan with focus on the City’s flooding and drainage.
 - viii. November– Public hearing and discussion regarding the review and update of the City’s 2010 Town Plan with focus on the City’s municipal tract.
 - ix. December – Public hearing and discussion regarding the review and update of the City’s 2010 Town Plan with focus on NW Military Highway improvements.
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 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 this 5th day of August 2017 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
September 6, 2017**

6:30 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 & 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. Approval – Planning & Zoning Commission minutes, August 8, 2017
5. Public Hearing – Receive testimony and written evidence from City of Shavano Park residents and property owners on the rezoning request from Bitterblue, Inc. to rezone Lots 1701, 1702, 1933, 2270 in Block 21, CB 4782E from B-1 to B-2 Planned Unit Development (PUD) with the following development standard exception: minimum parking stall size described as in Section 36-1 definition for Parking Space
6. Discussion / action – Rezoning request from Bitterblue, Inc. to rezone Lots 1701, 1702, 1933, 2270 in Block 21, CB 4782E from B-1 to B-2 Planned Unit Development (PUD) with the following development

standard exception: minimum parking stall size described as in Section 36-1 definition for Parking Space – City Manager Hill.

7. Report / update by KFW Engineers and Surveying regarding the City’s drainage study.
8. Public Hearing – Receive testimony and written evidence from City of Shavano Park residents and property owners on the review / update of the City’s 2010 Town Plan with focus on the City’s residential and commercial development.
9. Discussion – Review and update of the City’s 2010 Town Plan with focus on the City’s residential and commercial development – Commissioner Janssen and City Manager Hill.
10. Discussion - Review and update of the City’s 2010 Town Plan with focus on the City’s hike and bike trails and sidewalks – Commissioner Janssen and City Manager Hill.
11. Discussion / action – Proposed amendment to Sec. 24-6 regarding regulation of allowable signs during voting periods – City Manager Hill and Commissioner Janssen.
12. Report / update – City Council items considered at previous City Council meetings and discussion concerning the same – City Manager Hill.
13. Discussion / action – Discussion and possible rescheduling of the Planning & Zoning Commission meeting from October 4, 2017 to October 11, 2017 – City Manager Hill.
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. October – Discussion / action on possible amendments to Sec. 24-6 regarding the regulation of signs during voting periods.
 - ii. October – Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.
 - iii. October – Elect Chairman and Vice-Chairman.
 - iv. October – Welcome new members and thank you to departing members.
 - v. October – Public hearing and discussion regarding the review and update of the City’s 2010 Town Plan with focus on the City’s flooding and drainage.
 - vi. November– Public hearing and discussion regarding the review and update of the City’s 2010 Town Plan with focus on the City’s municipal tract.
 - vii. December – Public hearing and discussion regarding the review and update of the City’s 2010 Town Plan with focus on NW Military Highway improvements.
 - viii. January, 2018 – Discussion regarding possible updates and amendments to the City’s 2010 Town Plan.
 - ix. February, 2018 – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.
15. 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 1, 2017 at 8:00 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
October 11, 2017**

6:30 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 & 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. Nomination and appointment of Chairman.
5. Nomination and appointment of Vice-Chairman
6. Welcome to new members and thank you to departing members. Presentation by Chairman advising new Planning & Zoning Commissioners to secure appropriate open meeting and open records training, and discussion regarding open meeting and open records requirements – Commissioner Janssen and City Manager Hill.
7. Consent Agenda:
 - A. Approval – Planning & Zoning Commission minutes, September 6, 2017

8. Public Hearing – Receive testimony and written evidence from City of Shavano Park residents and property owners on the review / update of the City’s 2010 Town Plan with focus on the City’s flooding and storm water runoff.
9. Discussion – Review and update of the City’s 2010 Town Plan with focus on the City’s flooding and storm water runoff – Commissioner Janssen and City Manager Hill.
10. Discussion - Review and update of the City’s 2010 Town Plan with focus on the City’s municipal tract, including a review of the results of the 2015 Municipal Tract Resident Survey – Commissioner Janssen and City Manager Hill.
11. Discussion – Review and update of the September Planning & Zoning Commission’s Town Plan update public hearing and discussion regarding the City’s residential and commercial development – City Manager Hill.
12. Discussion / action – Proposed amendments to Sec. 24-6 regarding regulation of allowable signs during voting periods – City Manager Hill and Commissioner Fitzpatrick.
13. Report / update – City Council items considered at previous City Council meetings and discussion concerning the same – City Manager Hill.
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. November – Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.
 - ii. November– Public hearing and discussion regarding the review and update of the City’s 2010 Town Plan with focus on the City’s municipal tract.
 - iii. November – Review of the public hearing and discussion at the October meeting regarding updates to the 2010 Town Plan for flooding and storm water runoff.
 - iv. December – Public hearing and discussion regarding the review and update of the City’s 2010 Town Plan with focus on NW Military Highway improvements.
 - v. December – Review of the public hearing and discussion at the November meeting regarding updates to the 2010 Town Plan for the City’s municipal tract.
 - vi. January, 2018 – Review of the public hearing and discussion at the December meeting regarding updates to the 2010 Town Plan for NW Military Highway improvements.
 - vii. January, 2018 – Discussion and action regarding possible updates and amendments to the City’s 2010 Town Plan.
 - viii. February, 2018 – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.
 - ix. March, 2018 – Review of the City’s zoning ordinances to correct omissions of zoning districts A-1 PUD and A-2 PUD in various City ordinances.
 - x. March, 2018 – Review of the City’s zoning ordinances to correct a conflict between Chapters 32 and 36 regarding the minimum allowable sizing of parking spaces.
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 26th of September 2017 at 11:15 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
November 1, 2017**

6:30 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 & 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. Consent Agenda:
 - A. Approval – Planning & Zoning Commission minutes, October 11, 2017
5. Presentation - Review and update of the City’s 2010 Town Plan with focus on improvements to NW Military Highway – City Manager Hill and TxDOT.
6. Public Hearing – Receive testimony and written evidence from City of Shavano Park residents and property owners on the review / update of the City’s 2010 Town Plan with focus on the City’s municipal tract.
7. Discussion – Review and update of the City’s 2010 Town Plan with focus on the City’s municipal tract – Commissioner Janssen and City Manager Hill.

8. Discussion - Review and update of the City's 2010 Town Plan with focus on the City's flooding and storm water runoff – Commissioner Janssen and City Manager Hill.
9. Public Hearing - Receive comments from members of the public regarding proposed amendments to Chapter 36 of the City of Shavano Park Code of Ordinances to correct omissions of the A-1 PUD (Huntington), A-2 PUD (Bentley Manor) Single-Family Residential Planned Unit Development Zoning Districts and CE-PUD (Willow Wood), CE-PUD (Bentley Manor Garden Villas North), CE-PUD (Bentley Manor Garden Villas South) Single-Family Cottages Estates Residential Planned Unit Development Zoning District that clarify uses, setback and special exceptions.
10. Discussion / action - Proposed amendments to Chapter 36 of the City of Shavano Park Code of Ordinances to correct omissions of the A-1 PUD (Huntington), A-2 PUD (Bentley Manor) Single-Family Residential Planned Unit Development Zoning Districts and CE-PUD (Willow Wood), CE-PUD (Bentley Manor Garden Villas North), CE-PUD (Bentley Manor Garden Villas South) Single-Family Cottages Estates Residential Planned Unit Development Zoning District that clarify uses, setback and special exceptions.
11. Report / update – City Council items considered at previous City Council meetings and discussion concerning the same – City Manager Hill.
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 – Presentation by City Attorney regarding update on Open Meetings Act, Public Information and discussion regarding the same.
 - ii. December – Public hearing and discussion regarding the review and update of the City's 2010 Town Plan with focus on NW Military Highway improvements.
 - iii. December – Review of the public hearing and discussion at the November meeting regarding updates to the 2010 Town Plan for the City's municipal tract.
 - iv. January, 2018 – Review of the public hearing and discussion at the December meeting regarding updates to the 2010 Town Plan for NW Military Highway improvements.
 - v. January, 2018 – Discussion and action regarding possible updates and amendments to the City's 2010 Town Plan.
 - vi. February, 2018 – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.
 - vii. March, 2018 – Review of the City's zoning ordinances to correct omissions of zoning districts A-1 PUD and A-2 PUD in various City ordinances.
 - viii. March, 2018 – Review of the City's zoning ordinances to correct a conflict between Chapters 32 and 36 regarding the minimum allowable sizing of parking spaces.
13. 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 October 27, 2017 at 10:45 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
December 6, 2017**

6:30 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 & 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. Approval – Planning & Zoning Commission minutes, November 1, 2017
5. Discussion – Review the public hearing and discussion from the November 1, 2017 meeting regarding the City’s 2010 Town Plan with focus on the City Municipal Tract – City Manager Hill.
6. Public Hearing – Receive testimony and written evidence from City of Shavano Park residents and property owners on the review / update of the City’s 2010 Town Plan with focus on improvements to NW Military Highway – City Manager Hill.

7. Discussion – Review and update of the City’s 2010 Town Plan with focus on the improvements to NW Military Highway – Commissioner Janssen and City Manager Hill.
8. Presentation by the City Attorney regarding an update on the Open Meetings Act, Public Information and discussion regarding same – City Attorney and City Manager Hill.
9. Report / update – City Council items considered at previous City Council meetings and discussion concerning the same – City Manager Hill.
10. Discussion / action – Discussion and possible rescheduling the Planning & Zoning Commission meeting from January 3, 2018 to January 11, 2018 – City Manager
11. 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, 2018 – Review of the public hearing and discussion at the December meeting regarding updates to the 2010 Town Plan for NW Military Highway improvements.
 - ii. January, 2018 – Discussion and action regarding possible updates and amendments to the City’s 2010 Town Plan.
 - iii. February, 2018 – Semiannual presentation by Denton Communities regarding residential and commercial development in Shavano Park and surrounding areas and discussion concerning the same.
 - iv. March, 2018 – Review of the City’s zoning ordinances to correct omissions of zoning districts A-1 PUD and A-2 PUD in various City ordinances.
 - v. March, 2018 – Review of the City’s zoning ordinances to correct a conflict between Chapters 32 and 36 regarding the minimum allowable sizing of parking spaces.
12. 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 December 1, 2017 at 10:15 a.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

ZINA TEDFORD
City Secretary