

1. **Call to order**

Chairman Aleman called the meeting to order at 6:30 p.m.

PRESENT:	ABSENT:
Albert Aleman	Jason Linahan
Carla Laws	Bill Simmons
Kerry Dike	Damon Perrin
Konrad Kuykendall	William Stipek
Shawn Fitzpatrick	

2. **Vote under Section 36-69 of the Shavano Park City Code (“Code”) concerning a finding that each of the items following item 2 on the agenda are “planning issues” or otherwise prescribed Planning & Zoning Commission duties under 36-69(l) of the Code or the severance of one or more of such items for an individual vote on such item or items.**

Upon a motion made by Commissioner Laws and a second made by Commissioner Fitzpatrick, the Planning & Zoning Commission voted four (4) for and none (0) opposed to approve the agenda as it was provided as Planning & Zoning Commission issues. The motion carried.

3. **Citizens to be Heard**

No one signed up to address the Planning & Zoning Commission.

4. **Consent Agenda:**

A. Approval - Planning & Zoning Commission minutes, February 5, 2020

Upon a motion made by Commissioner Kuykendall and a second made by Commissioner Dike, the Planning & Zoning Commission voted four (4) for and none (0) opposed to approve the Planning & Zoning Commission February 5, 2020 minutes as corrected to reflect Commissioner Kuykendall was not present. The motion carried.

5. **Discussion / action - Possible amendments to the City of Shavano Park Code of Ordinances, Chapter 36 – Zoning, regarding allowed uses of accessory buildings - City Manager**

Upon a motion made by Commissioner Dike and a second made by Commissioner Fitzpatrick, the Planning & Zoning Commission voted four (4) for and none (0) opposed to direct staff to prepare recommended changes as discussed to the City of Shavano Park Code of Ordinances, Chapter 36 – Zoning, regarding allowed uses of accessory buildings. The motion carried.

6. **Discussion - Correction of scrivener error in Ordinance 100-12-03 regarding side setback requirements in Willow Wood Planned Unit Development – City Manager**

City Manager Hill briefed the Planning & Zoning Commission regarding the discovery of a scrivener error in Ordinance 100-12-03 regarding side setback requirements in Willow Wood Planned Unit Development. Staff will prepare the necessary documents for public hearing and draft correction to the ordinance.

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

City Manager Hill provided an overview of items considered at the previous City Council Meeting.

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. April, 2020 - Amendments to Chapter 36 regarding MXD & PUD site plan approval to comply with the 30-day shot clocks from Texas Legislature.

9. **Adjournment**

Upon a motion made by Commissioner Dike and a second made by Commissioner Kuykendall, the Planning & Zoning Commission voted four (4) for and none (0) opposed to adjourn the meeting at 7:29 p.m.

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Albert Aleman  
Chairman

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Zina Tedford  
City Secretary