



**TOWN OF SHADY SHORES  
PLANNING AND ZONING COMMISSION  
REGULAR SESSION  
NOVEMBER 10, 2016 7:00 PM  
SHADY SHORES COMMUNITY CENTER  
101 S. SHADY SHORES ROAD  
SHADY SHORES, TX 76208**

**AGENDA**

1. CALL TO ORDER

2. ROLL CALL

Establish a quorum

3. MINUTES

Consider and act on approval of the October 25, 2016, Planning and Zoning Commission meeting minutes.

Documents:

[PZ MINUTES 10.25.2016.PDF](#)

4. SUBDIVISION ORDINANCE AMENDMENTS:

Conduct a worksession relative to proposed revisions to the Town of Shady Shores Subdivision Ordinance. Consider and take action relative to revision and proposed changes to the Town of Shady Shores Subdivision Ordinance.

Documents:

[AGENDA MEMO SUBDIVISION ORDINANCE 10.25.2016.PDF](#)  
[SUBDIVISION ORDINANCE REVIEW AND CULVERT SIZING MEMO 06.06.2016.PDF](#)

5. ADJOURN

I, Wendy Withers, Town Secretary of the Town of Shady Shores do hereby certify that the above notice of the Planning and Zoning Commission Meeting was posted on the bulletin board at the Community Center, 101 S. Shady Shores Road, Shady Shores, Texas on \_\_\_\_\_ day of \_\_\_\_\_, 2016 at \_\_\_\_\_.

Approved:

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Wendy Withers, Town Secretary

IN ADDITION, A QUORUM OF CITY COUNCIL MEMBERS MAY CHOOSE TO ATTEND THE PLANNING AND ZONING MEETING POSTED ABOVE. THEREFORE, THIS IS NOTICE OF A CITY COUNCIL MEETING AT THE SAME TIME AND PLACE, WITH THE SAME AGENDA AS THE P&Z MEETING. IN THE EVENT A QUORUM OF COUNCIL IS PRESENT AT THE MEETING, NO ACTION OF THE COUNCIL WILL BE TAKEN. THIS NOTICE IS POSTED AT THE TIME STATED ABOVE.



**TOWN OF SHADY SHORES  
PLANNING AND ZONING COMMISSION  
SPECIAL CALLED MEETING  
OCTOBER 25, 2016 7:00 PM  
SHADY SHORES COMMUNITY CENTER  
101 S. SHADY SHORES ROAD  
SHADY SHORES, TX 76208**

**MINUTES**

Allen Lea	Chairman	Present
Rebecca Morgan	Vice-Chairman	Present
Tom Spencer	Commissioner	Present
Tillman Strahan	Commissioner	Present
Paul Brown	Commissioner	Present
Linda Winter	Commissioner- Alternate	Present

**Also Present:** Wendy Withers, Town Secretary; Jim Shepherd, Town Attorney; Richard Arvizu, Town Engineer; Jack Nelson, Councilmember Liaison

**1. CALL TO ORDER**

Chairman Lea called the meeting to order at 7:00 pm.

**2. ROLL CALL**

Establish a quorum

Chairman Lea called the roll and a quorum was established for the record.

**3. MINUTES**

Consider and act on approval of the September 8, 2016, Planning and Zoning Commission meeting minutes.

Documents:

1. [PZ MINUTES 09.08.2016.PDF](#)

Rebecca Morgan made a motion to approve the minutes of the September 8, 2016 Planning and Zoning Commission meeting. Tillman Strahan seconded the motion.

DISCUSSION: None  
AYES: Strahan, Lea, Morgan, Brown  
NAYS: None

The motion passed unanimously. Tom Spencer abstained from voting as he was not present at the previous meeting.

#### **4. ELECTION OF A CHAIRPERSON AND VICE-CHAIRPERSON**

Elect a commissioner to serve as a Chairman and Vice-Chairman for the following year.

Tom Spencer made a motion to appoint Allen Lea to serve as Chairman and Rebecca Morgan as Vice-Chairman. Paul Brown seconded the motion.

DISCUSSION: None  
AYES: Spencer, Strahan, Morgan, Lea, Brown  
NAYS: None

The motion passed unanimously.

#### **5. SUBDIVISION ORDINANCE AMENDMENTS:**

Conduct a worksession relative to proposed revisions to the Town of Shady Shores Subdivision Ordinance. Consider and take action relative to revision and proposed changes to the Town of Shady Shores Subdivision Ordinance.

Documents:

1. [AGENDA MEMO SUBDIVISION ORDINANCE 10.25.2016.PDF](#)
2. [SUBDIVISION ORDINANCE REVIEW AND CULVERT SIZING MEMO 06.06.2016.PDF](#)

Town Attorney Jim Shepherd led a worksession relative to changes to the proposed changes to the Subdivision Ordinance. There was no action taken on this agenda item.

## 6. THOROUGHFARE PLANNING WORKSESSION

Conduct a worksession relative to thoroughfare planning.

Documents:

1. [AGENDA MEMO THOROUGHFARE PLAN 10.25.2016.PDF](#)

A worksession was held regarding a proposed thoroughfare plan. There was no action taken on this agenda item.

## 7. ADJOURN

PASSED AND APPROVED THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016

Approved:

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Allen Lea, Chairman

Attest:

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Wendy Withers, Town Secretary



**To:** Chairman Allen Lea and Commissioners  
**From:** Wendy Withers, Town Secretary  
**CC:** Jim Shepherd, Town Attorney; Richard Arvizu  
**Date:** 10/25/2016  
**Re:** Subdivision Ordinance

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**ACTION REQUESTED:** Review proposed changed to the Subdivision Ordinance.

**BACKGROUND:** The Planning and Zoning Commission has been reviewing the Subdivision Ordinance and making suggestions for clarification and simplification of the ordinance.



**To:** Allen Lea, Chairman and Commissioners  
**From:** Wendy Withers, Town Secretary  
**CC:** Jim Shepherd, Town Attorney  
**Date:** 06/06/2016  
**Re:** Amendments to the Subdivision Ordinance

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**ACTION REQUESTED:** Consider and take action relative to additional amendments to the Subdivision.

**BACKGROUND INFORMATION:** The Planning and Zoning Commission has been in the process of reviewing the subdivision ordinance at during previous regular meetings. A sample ordinance has been provided for review as well as the Current Subdivision Ordinance.