



# City of Round Rock

## Meeting Minutes - Draft

### Planning and Zoning Commission

Wednesday, November 20, 2024

#### A. CALL MEETING TO ORDER

*The Planning & Zoning Commission for the City of Round Rock met on Wednesday, November 20, 2024, in the City Council Chambers, located at 221 E. Main Street, Round Rock. Chairman Wendt called the meeting to order at 6:45 PM.*

#### B. ROLL CALL

**Present** 8 - Chairman Rob Wendt  
Vice Chair J. Hollis Bone  
Chairman Casey Clawson  
Alternate Vice Chair Aaron Dominguez  
Commissioner Scott Huckabay  
Commissioner Wallis Meshier  
Commissioner Richard Pumphrey  
Commissioner Amir Memic

**Absent** 1 - Commissioner Paul Emerson

#### C. PLEDGES OF ALLEGIANCE

*Chairman Wendt led the following Pledges of Allegiance:  
United States  
Texas*

#### D. CITIZEN COMMUNICATION

There were no citizens wishing to speak at this meeting.

#### E. ELECTION OF OFFICERS:

**E.1** Consider the nomination and election of a Chairperson.

*Alternate Vice Chair Clawson was elected as the Planning and Zoning Commission Chairperson.*

**A motion was made by Chair Wendt, seconded by Vice Chair Bone, to nominate Alternate Vice Chair Clawson as the Commission's Chairperson. The motion passed by the following vote:**

**Aye:** 8 - Chairman Wendt  
Vice Chair Bone  
Chairman Clawson  
Alternate Vice Chair Dominguez  
Commissioner Huckabay  
Commissioner Meshier  
Commissioner Pumphrey  
Commissioner Memic

**Nay:** 0

**Absent:** 1 - Commissioner Emerson

**E.2** Consider the nomination and election of a Vice Chairperson.

*Vice Chair Bone was re-elected as the Planning and Zoning Commission Vice Chairperson.*

**A motion was made by Alternate Vice Chair Clawson, seconded by Chair Wendt, to nominate Vice Chair Bone as the Commission's Vice Chairperson. The motion passed by the following vote:**

**Aye:** 8 - Chairman Wendt  
Vice Chair Bone  
Chairman Clawson  
Alternate Vice Chair Dominguez  
Commissioner Huckabay  
Commissioner Meshier  
Commissioner Pumphrey  
Commissioner Memic

**Nay:** 0

**Absent:** 1 - Commissioner Emerson

**E.3** Consider the nomination and election of an Alternate Vice Chairperson.

*Commissioner Dominguez was elected as the Planning and Zoning Commission Alternate Vice Chairperson.*

**A motion was made by Commissioner Dominguez, seconded by Chair Wendt, to nominate Commissioner Dominguez as the Commission's Alternate Vice Chairperson. The motion passed by the following vote:**

**Aye:** 8 - Chairman Wendt  
Vice Chair Bone  
Chairman Clawson  
Alternate Vice Chair Dominguez  
Commissioner Huckabay  
Commissioner Meshier  
Commissioner Pumphrey  
Commissioner Memic

**Nay:** 0

**Absent:** 1 - Commissioner Emerson

**F. APPROVAL OF MINUTES:**

**F.1** Consider approval of the minutes for the October 16, 2024, Planning and Zoning Commission meeting.

**A motion was made by Alternate Vice Chair Clawson, seconded by Commissioner Meshier, to approve the minutes. The motion passed by the following vote:**

- Aye:** 8 - Chairman Wendt  
Vice Chair Bone  
Chairman Clawson  
Alternate Vice Chair Dominguez  
Commissioner Huckabay  
Commissioner Meshier  
Commissioner Pumphrey  
Commissioner Memic
- Nay:** 0
- Absent:** 1 - Commissioner Emerson

**G. ZONING:**

**G.1** Consider public testimony regarding, and a recommendation concerning the request filed by Trine Engineering, PLLC, on behalf of property owner, Red Doris LLC, for the amendment of the Round Rock 2030 Comprehensive Plan to designate approximately 1.02 acres of land for Mixed-Use, generally located on the west side of Red Bud Ln and south of Fischer Cv. Case No. CPF24-00002

*Alice Guajardo, Senior Planner, made the staff presentation. The Applicant was available to answer questions. Chairman Wendt opened the hearing for public testimony. There being none, the public hearing was closed.*

**A motion was made by Vice Chair Bone, seconded by Commissioner Meshier, to recommend for City Council approval. The motion passed by the following vote:**

- Aye:** 8 - Chairman Wendt  
Vice Chair Bone  
Chairman Clawson  
Alternate Vice Chair Dominguez  
Commissioner Huckabay  
Commissioner Meshier  
Commissioner Pumphrey  
Commissioner Memic
- Nay:** 0
- Absent:** 1 - Commissioner Emerson

**G.2** Consider public testimony regarding, and a recommendation concerning the request filed by Trine Engineering, PLLC, on behalf of property owner, Red Doris LLC, to rezone approximately 1.02 acres of land from the MF-1 (Multifamily - Low Density) zoning district to the MU-R (Mixed-Use Redevelopment and Small Lot) zoning district, generally located on the west side of Red Bud Ln and south of Fischer Cv. Case No. ZON24-00007

*Alice Guajardo, Senior Planner, made the staff presentation. The Applicant was available to answer questions. Chairman Wendt opened the hearing for public testimony. There being none, the public hearing was closed.*

**A motion was made by Commissioner Dominguez, seconded by Commissioner Memic, to recommend for City Council approval. The motion passed by the following vote:**

**Aye:** 8 - Chairman Wendt  
Vice Chair Bone  
Chairman Clawson  
Alternate Vice Chair Dominguez  
Commissioner Huckabay  
Commissioner Meshier  
Commissioner Pumphrey  
Commissioner Memic

**Nay:** 0

**Absent:** 1 - Commissioner Emerson

## **H. OTHER ACTION ITEMS:**

**H.1** Consider approval of the 2025 Planning and Zoning Commission meeting schedule.

**A motion was made by Alternate Vice Chair Clawson, seconded by Vice Chair Bone, to approve the meeting schedule. The motion passed by the following vote:**

**Aye:** 8 - Chairman Wendt  
Vice Chair Bone  
Chairman Clawson  
Alternate Vice Chair Dominguez  
Commissioner Huckabay  
Commissioner Meshier  
Commissioner Pumphrey  
Commissioner Memic

**Nay:** 0

**Absent:** 1 - Commissioner Emerson

**H.2** Consider annual review and approval of the Rules of Procedure.

**A motion was made by Commissioner Meshier, seconded by Commissioner Huckabay, to approve the rules of procedure as presented. The motion passed by the following vote:**

**Aye:** 8 - Chairman Wendt  
Vice Chair Bone  
Chairman Clawson  
Alternate Vice Chair Dominguez  
Commissioner Huckabay  
Commissioner Meshier  
Commissioner Pumphrey  
Commissioner Memic

**Nay:** 0

**Absent:** 1 - Commissioner Emerson

**I. STAFF REPORT:**

- I.1** Consider an update regarding Council actions related to Planning and Zoning items.

*Bradley Dushkin, Planning and Development Services Director, made the staff presentation.*

**J. ADJOURNMENT**

*There being no further business, Chairman Wendt adjourned the meeting at 7:06 PM.*

*Respectfully Submitted,*

*Cecilia Chapa, Planning & Zoning Commission Liaison*