

**PLANNING AND ZONING COMMISSION  
WEDNESDAY, APRIL 3, 2019 AT 6:00 PM**

**MEETING MINUTES**

**A. CALL TO ORDER**

The Round Rock Planning and Zoning Commission met in a regular session on April 3, 2019, in the Round Rock City Council Chambers located at 221 East Main Street. With a quorum present, Chairman David Pavliska called the meeting to order at 6:00 p.m.

**B. ROLL CALL**

Present were Chairman David Pavliska, Vice Chair Rob Wendt, Commissioner Stacie Bryan, Commissioner Casey Clawson, Commissioner Jennifer Henderson, Commissioner Michelle Ly, Commissioner Greg Rabaey, and Commissioners Jennifer Sellers.

Planning and Development Services Department staff included Brad Wiseman, Bradley Dushkin, Clyde von Rosenberg, Jeff Dunsworth, Juan Enriquez, Laton Carr, Susan Brennan, and Veronica Chandler. Also present were Ed Polasek from the Transportation Department, Katie Baker from PARD, and Charlie Crossfield from the City attorney's office.

**C. PLEDGES OF ALLEGIANCE**

**D. APPROVAL OF MINUTES:**

**D1. Consider approval of the minutes for the March 6, 2019, Planning and Zoning Commission meeting.**

With there being no questions or comments, a motion was offered.

**Motion:** Motion by Commissioner Bryan, second by Commissioner Henderson to approve Agenda Item D1 as presented.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**E. PLATTING:**

**E1. Consider approval of the Avery Centre South Lots 2, 3, 4, & 5 Block A Preliminary Plat, generally located south of the intersection of N. A.W. Grimes Blvd. and Avery Nelson Pkwy. Case No. PP1903-001**

Mr. Enriquez briefly reviewed the Preliminary Plat application noting that the purpose of the application was to create three development lots, one right-of-way lot, and one open space lot. Staff recommended approval of the application as conditioned.

The property owner's representative Mr. Tom Heinemann, with Pape-Dawson Engineers, Inc., was available to answer questions.

With there being no questions or comments, a motion was offered.

**Motion:** Motion by Commissioner Henderson, second by Commissioner Clawson to approve as conditioned.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**E2. Consider approval of the Avery Centre South Lots 2, 3, 4, & 5 Block A Final Plat, generally located south of the intersection of N. A.W. Grimes Blvd. and Avery Nelson Pkwy. Case No. FP1903-001**

Mr. Enriquez continued to review the Final Plat application noting that the purpose of the application was to create three development lots, one right-of-way lot, and one open space lot. Staff recommended approval of the application as conditioned.

The property owner's representative Mr. Tom Heinemann, with Pape-Dawson Engineers, Inc., was available to answer questions.

With there being no questions or comments, a motion was offered.

**Motion:** Motion by Commissioner Henderson, second by Commissioner Rabaey to approve as conditioned.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**E3. Consider approval of the Vizcaya Phase 6C Final Plat, generally located northeast of the intersection of N. A.W. Grimes Blvd. and University Blvd. Case No. FP1903-002**

Mr. Enriquez reviewed the request and stated that the Vizcaya Phase 6C Final Plat application contained 32 estate lots, 13 large lots, 1 right-of-way lot, and 2 open space lots. Staff recommended approval of the application as conditioned.

The property owner's representative Mr. Tom Heinemann, with Pape-Dawson Engineers, Inc., was available to answer questions.

Following a short discussion, a motion was offered.

**Motion:** Motion by Commissioner Clawson, second by Commissioner Bryan to approve as conditioned.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**E4. Consider approval of the Hairy Man Subdivision Phase 2 Final Plat, generally located northwest of Creek Bend Blvd. and south of Hairy Man Rd. Case No. FP1903-003**

Mr. von Rosenberg reviewed the application noting that the Hairy Man Subdivision Phase 2 contained 23 lots. He reminded the Commission that the Hairy Man Subdivision Revised Preliminary Plat was approved on February 6, 2019 and the Final Plat for Phase 1 was approved on March 6, 2019.

He stated that the SF-3 (Single-family – Mixed lot) zoning district allows three different lots sizes and briefly discussed the exterior finish, connectivity index, landscape, and special design features. Staff recommended approval of the application as conditioned.

The property owner's representative Mr. Nathan Kelly, with BGE, Inc., was available to answer questions.

With there being no questions or comments, a motion was offered.

**Motion:** Motion by Commissioner Rabaey, second by Commissioner Sellers to approve as conditioned.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**E5. Consider approval of the Clear Creek Ranch Preliminary Plat, generally located south of the intersection of Sam Bass Rd. and W. Old Settlers Blvd. Case No. PP1902-001**

Mr. Enriquez reviewed the Preliminary Plat application noting that the applicant proposed 1 development lot, 1 right-of-way lot, and 1 special purpose lot. He noted that the tract was zoned

PUD No. 116, which allows for residential development with a maximum of 120 units. Staff recommended approval of the application as conditioned.

The property owner's representative Mr. Steve Jamison, with Jamison Civil Engineering, LLC, was available to answer questions.

Following a brief discussion, a motion was offered.

**Motion:** Motion by Commissioner Bryan, second by Commissioner Clawson to approve as conditioned.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**E6. Consider approval of the Clear Creek Ranch Final Plat, generally located south of the intersection of Sam Bass Rd. and W. Old Settlers Blvd. Case No. FP1902-002**

Mr. Enriquez continued to review the Final Plat application noting that the applicant proposed 1 development lot, 1 right-of-way lot, and 1 special purpose lot. Staff recommended approval of the application as conditioned.

The property owner's representative Mr. Steve Jamison, with Jamison Civil Engineering, LLC, was available to answer questions.

Following a brief discussion, a motion was offered.

**Motion:** Motion by Vice Chair Wendt, second by Commissioner Henderson to approve as conditioned.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**F. CODE AMENDMENTS:**

The Commission agreed that Agenda items F7 and F8 would be presented first. Mr. von Rosenberg noted that the proposed code amendments were mainly administrative changes.

**F7. Consider public testimony regarding, and a recommendation for a proposed amendment to the City of Round Rock Code of Ordinances, Part III – Zoning and Development Code: Definition of Living Unit Equivalent Section 1-50**

Mr. von Rosenberg noted that due to better pipe materials, low-flow water devices, and energy savings appliances, the LUE (Living Unit Equivalent) number of gallons per day of wastewater produced was reduced. The proposed code amendment will make the number of gallons per day in the LUE definition match that of the DACS (Design and Construction Standards) manual, which was recently changed to reflect the revised figure.

Mr. David Freireich, Utility Engineering Manager, gave a brief explanation of the proposed change.

Chairman Pavliska opened the public hearing and asked anyone wishing to speak for or against this item to come forward. Seeing no speakers, Chairman Pavliska closed the public hearing.

Following a brief discussion, a motion was offered.

**Motion:** Motion by Commissioner Clawson, second by Commissioner Bryan to recommend for City Council approval.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**F8. Consider public testimony regarding, and a recommendation for a proposed amendment to the City of Round Rock Code of Ordinances, Part III – Zoning and Development Code: Addition of a Service Unit Equivalent: Section 4-82**

Mr. Freireich stated that the purpose of the code revision was to add a category for hotel/motel/lodging/assisted living to the list of multifamily uses. He noted that currently, the list of multifamily uses does not include the proposed category and explained that the service unit equivalent will more accurately reflect the actual water use by these facilities and therefore provide a fair rate.

Chairman Pavliska opened the public hearing and asked anyone wishing to speak for or against this item to come forward. Seeing no speakers, Chairman Pavliska closed the public hearing.

Following a discussion, a motion was offered.

**Motion:** Motion by Vice Chair Wendt, second by Commissioner Clawson to recommend for City Council approval.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**F1. Consider public testimony regarding, and a recommendation for proposed amendments to the City of Round Rock Code of Ordinances, Part III – Zoning and Development Code: Use of Stucco on Concrete Tilt-Wall Construction: Sections 2-32 - C-1 (General Commercial); 2-33 – C-1a (General Commercial – Limited) and 2-58 – PF-3 (Public Facilities – High Intensity)**

Mr. von Rosenberg noted that the purpose of the code amendment was to clarify the use of stucco in the C-1, C-1a and PF-3 districts. He explained that the revision relocates the requirement for wainscoting when stucco exceeds 75% of the total wall finish so that it clearly only applies to concrete tilt-wall construction.

Chairman Pavliska opened the public hearing and asked anyone wishing to speak for or against this item to come forward. Seeing no speakers, Chairman Pavliska closed the public hearing.

With there being no questions or comments, a motion was offered.

**Motion:** Motion by Commissioner Clawson, second by Commissioner Henderson to recommend for City Council approval.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**F2. Consider public testimony regarding, and a recommendation for proposed amendments to the City of Round Rock Code of Ordinances, Part III – Zoning and Development Code: Commercial Exterior Wall Finish Materials: Sections 2-34 - C-2 (Local Commercial); 2-42 – OF-1 (General Office); 2-56 – PF-1 (Public Facilities – Low Intensity); 2-57 – PF-2 (Public Facilities – Medium Intensity)**

Mr. von Rosenberg noted that the proposed code amendment clarifies the requirements for exterior wall finish in the C-2, OF-1, PF-1, and PF-2 zoning districts. He explained the revised code re-arranges the paragraphs to list only the materials that must comprise at least 50% of the exterior finish in the paragraph and only the materials that may comprise the remaining 50% of the exterior finish in the second paragraph.

Chairman Pavliska opened the public hearing and asked anyone wishing to speak for or against this item to come forward. Seeing no speakers, Chairman Pavliska closed the public hearing.

With there being no questions or comments, a motion was offered.

**Motion:** Motion by Commissioner Henderson, second by Commissioner Bryan to recommend for City Council approval.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**F3. Consider public testimony regarding, and a recommendation for proposed amendments to the City of Round Rock Code of Ordinances, Part III – Zoning and Development Code: Residential Garage Door Width: Sections 2-15 – SF-2 (Single-Family – Standard lot); 2-16 – SF-3 (Single-Family – Mixed lot); 2-17 SF-D (Single-Family – Downtown); 2-18 – MH (Manufactured Housing); 2-19 – TF (Two-Family)**

Mr. von Rosenberg stated that the purpose of the code revision was to clarify the garage door width limitation in five residential zoning districts. He noted that the revised code clarifies that no single garage door facing a public street shall exceed 18 feet in width.

Chairman Pavliska opened the public hearing and asked anyone wishing to speak for or against this item to come forward. Seeing no speakers, Chairman Pavliska closed the public hearing.

Following a discussion, a motion was offered.

**Motion:** Motion by Commissioner Rabaey, second by Commissioner Henderson to recommend for City Council approval.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**F4. Consider public testimony regarding, and a recommendation for a proposed amendment to the City of Round Rock Code of Ordinances, Part III – Zoning and Development Code: Front Elevations in the SF-3 (Single Family – Mixed Lot) District: Section 2-16**

Mr. von Rosenberg stated that the current code requires any front-facing garage be set behind the front façade of the house to prevent the garage from being the most prominent feature of the front elevation. He explained that an alternative to the current requirement is to select two design elements including: 1) At least two wall planes, with a minimum offset of 18 inches; 2) A covered front porch or patio; 3) A shed roof or trellis over the garage door; 4) Use of at least two roof types or two roof planes; 5) Two or more masonry finishes; 6) Addition of a dormer(s) on the front elevation.

Chairman Pavliska opened the public hearing and asked anyone wishing to speak for or against this item to come forward. Seeing no speakers, Chairman Pavliska closed the public hearing.

With there being no questions or comments, a motion was offered.

**Motion:** Motion by Commissioner Sellers, second by Commissioner Ly to recommend for City Council approval.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**F5. Consider public testimony regarding, and a recommendation for proposed amendments to the City of Round Rock Code of Ordinances, Part III – Zoning and Development Code: Single Family Use in the MU-1 (Mixed Use – Historic Commercial Core) District: Section 2-77 - Permitted Uses in the Mixed-Use Districts and Section 2-91(hh) - Supplementary Use Standards**

Mr. von Rosenberg noted that the MU-1 (Mixed-Use – Historic Commercial Core) is primarily dedicated to low and moderate density commercial development, with limited residential use. He explained, however, that six lots have been identified in the MU-1 district which are vacant and suitable for single family uses or on which single family uses currently exist. The lots are located on E. Liberty Avenue, five between N. Burnet Street and N. Shepard St. and one between N. Lampasas St. and N. Mays St., Mr. von Rosenberg explained that the proposed code amendment would allow single family uses on these lots, subject to design standards.

He noted that the MU-1 district did not provide single-family standards because it did not allow single-family use. He explained, however, that the MU-2 (Mixed-Use Downtown Medium Density) zoning district which surrounds the MU-1 district, does contain single family design standards that are appropriate for single family in the MU-1 district. The revised code would apply the MU-2 design standards to the MU-1 district on all six lots.

Chairman Pavliska opened the public hearing and asked anyone wishing to speak for or against this item to come forward. Seeing no speakers, Chairman Pavliska closed the public hearing.

Following a discussion, a motion was offered.

**Motion:** Motion by Commissioner Bryan, second by Commissioner Sellers to recommend for City Council approval.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**F6. Consider public testimony regarding, and a recommendation for proposed amendments to the City of Round Rock Code of Ordinances, Part III – Zoning and Development Code: Fences in the MU-1 (Mixed-Use Historic Commercial Core) and MU-2 (Mixed-Use Downtown Medium Density) Districts: Sections 2-71 and 2-72**

Mr. von Rosenberg finalized his presentation noting that a limited number of fence types are permitted in the MU-1 and MU-2 zoning districts. He explained that the MU-1 district did not allow for single family uses, until the change explained in the previous Agenda Item F5, therefore no standards for single family fencing existed.

The proposed code amendment in the MU-1 district would provide for single family uses to install or replace wood fences. In addition, a provision for opaque fencing in the street yard to screen service areas containing supplies, equipment, and restrooms would be added. The wood fencing requirements in the MU-2 district would be amended to match that of the MU-1 district and the opaque street yard screening fence provision would also be added to the MU-2 district.

Chairman Pavliska opened the public hearing and asked anyone wishing to speak for or against this item to come forward. Seeing no speakers, Chairman Pavliska closed the public hearing.

With there being no questions or comments, a motion was offered.

**Motion:** Motion by Commissioner Clawson, second by Commissioner Henderson to recommend for City Council approval.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**G. STAFF REPORT:**

**G1. Consider an update regarding Council actions related to Planning and Zoning items.**

Mr. Wiseman informed the Commission Mr. Paul Emerson was appointed to the Planning and Zoning Commission by City Council.

**H. ADJOURNMENT**

There being no further discussion, the meeting adjourned at 7:27 p.m.

Respectfully Submitted

*Original Signed*

Veronica Chandler, Planning Tech