

**PLANNING AND ZONING COMMISSION
WEDNESDAY, MAY 18, 2016 AT 7:00 PM**

DRAFT - MEETING MINUTES

A. CALL TO ORDER

The Round Rock Planning and Zoning Commission met in regular session on May 18, 2016, 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 7:00 p.m.

B. ROLL CALL

Present for roll call were Chairman David Pavliska, Vice Chair J. Hollis Bone, Commissioner Matthew Baker, Commissioner Stacie Bryan, Commissioner Michael Doss, Commissioner Jennifer Henderson, Commissioner Greg Rabaey, Commissioner Selicia Sanchez, and Commissioner Rob Wendt.

Planning and Development Services Department staff included Brad Wiseman, Susan Brennan, Clyde von Rosenberg, David Fowler, Laton Carr, and Veronica Chandler. Also present was Charlie Crossfield from the City attorney's office.

C. APPROVAL OF MINUTES:

C1. Consider approval of the minutes for the May 4, 2016, Planning and Zoning Commission meeting.

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

Motion: Motion by Vice Chair Bone, second by Commissioner Bryan to approve the May 4, 2016, meeting minutes.

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Bryan, Commissioner Doss, Commissioner Henderson, Commissioner Rabaey, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 9 - 0. The motion carried unanimously.

D. PLATTING:

D1. Consider approval of the Final Plat for Hollybrook Ranch. Generally located on the southwest corner of Greenlawn Blvd. and W. Pflugerville Pkwy. Case No. FP1604-002

Mr. Fowler briefly reviewed the Final Plat application stating that the site contained (3) parcels. He explained that the proposed use for one of the lots was for multi-family and the (2) other parcels will be used for open space and drainage. He also stated drainage easements existed in the special purpose lots.

Mr. Fowler explained that the site was currently in Windermere CCN for water and wastewater, however, Round Rock water is nearby on Greenlawn. Staff recommended approval as conditioned.

The owner's representative, Mr. Joe Vining, with Vining and Associates, was available to answer questions and requested condition number 2: "Provide an onsite easement dedicated to "South West Water Utilities" (AKA Windermere) for wastewater to the property boundary adjacent to Pflugerville Pkwy. located on sheet 1" to be removed. He explained that the property owner had a deadline, to begin construction by Summer 2016, and expressed concern about being able to meet condition number 2 before the plat could be recorded.

Mr. Carr, with the Development Services Office, was available to answer questions.

Mr. Crossfield recommended for the applicant to provide the City of Round Rock with a blanket easement; once the applicant decided where the easement would be located, the blanket easement would be vacated with the new easement. City staff recommended that the applicant consider the blanket easement or table the item for a later date.

Following a discussion regarding the flood plain and condition number 2, the applicant requested the item be tabled. A motion was offered.

Motion: Motion by Commissioner Wendt, second by Commissioner Doss to table the item for a later date.

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Bryan, Commissioner Doss, Commissioner Henderson, Commissioner Rabaey, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 9 - 0. The motion carried unanimously.

D2. Consider public testimony and a recommendation to approve the request filed by HTH Capital, LLC., on behalf of the owner Camco Land Ltd., regarding the revision of the Land Use Map for the Meadows at Chandler Creek MUD (Municipal Utility District). Generally located east of N. A.W. Grimes Blvd; on the north side of Chandler Creek Blvd. Case No. ZON1604-001

Mr. von Rosenberg gave a brief overview of the application explaining that the Municipal Utility District (MUD) Land Use Plan was approved by the City in 1992. He also stated that the City and the MUD had an agreement, to authorize the City to review and approve the MUD's Land Use Plan and any changes to it.

The owner's representative, Mr. Alastair Jenkin, with HTH Capital, was available to answer questions.

Chairman Pavliska opened the public hearing and asked for anyone wishing to speak for or against this item to come forward. The following Chandler Creek residents spoke during the public hearing: Mike Fitch, 314 Pheasant Ridge; Woody Whitten, Chandler Creek HOA president, 310 Pheasant Ridge; Bill Hammer, 1028 Klondike Loop; Brett Fontane, 304 Pheasant Ridge; Robert Scott Huckabay, 306 Pheasant Ridge; and Ron Coleman, 1030 Klondike Loop. Seeing no additional speakers, Chairman Pavliska closed the public hearing.

To summarize, speakers expressed concerns regarding privacy, traffic, and density. Speakers also supported the land use to remain commercial.

Staff recommended that the applicant meet with the neighboring property owners to discuss development scenarios.

Following a discussion, a motion was offered.

Motion: Motion by Commissioner Henderson, second by Commissioner Doss to table the item and recommend the applicant meet with the neighboring property owners.

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Bryan, Commissioner Doss, Commissioner Henderson, Commissioner Rabaey, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 9 - 0. The motion carried unanimously.

E. STAFF REPORT:

E1. Consider an update regarding Council actions related to Planning and Zoning items.

Mr. Wiseman informed the Commission that United Parcel Service (UPS) will be locating a major distribution facility in Round Rock. The Final Plat for this project will be presented to the Planning and Zoning Commission during the next few months.

F. ADJOURNMENT

There being no further discussion, the meeting adjourned at 8:19 p.m.

Respectfully Submitted,

Veronica Chandler, Planning Tech