

City of Round Rock

Meeting Minutes - Draft

Planning and Zoning Commission

Wednesday, November 5, 2025

CALL MEETING TO ORDER

The Planning & Zoning Commission for the City of Round Rock met on Wednesday, November 5, 2025, in the City Council Chambers, located at 221 E. Main Street, Round Rock. Chairman Clawson called the meeting to order at 6:27 PM.

ROLL CALL

Present 7 - Chairman Casey Clawson
Commissioner Paul Emerson
Commissioner Scott Huckabay
Commissioner Amir Memic
Commissioner Richard Pumphrey
Chairman Rob Wendt
Commissioner James Holloway

Absent 2 - Vice Chair J. Hollis Bone
Alternate Vice Chair Aaron Dominguez

PLEDGES OF ALLEGIANCE

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

CITIZEN COMMUNICATION

There were no citizens wishing to speak at this meeting.

ELECTION OF OFFICERS:

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

Chairman Clawson was re-elected as the Planning and Zoning Commission Chairperson.

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

Aye: 7 - Chairman Clawson
Commissioner Emerson
Commissioner Huckabay
Commissioner Memic
Commissioner Pumphrey

Chairman Wendt
Commissioner Holloway
Nay: 0
Absent: 2 - Vice Chair Bone
Alternate Vice Chair Dominguez

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 Commissioner Wendt, seconded by Chair Clawson, to nominate Vice Chair Bone as the Commission's Vice Chairperson. The motion passed by the following vote:

Aye: 7 - Chairman Clawson
Commissioner Emerson
Commissioner Huckabay
Commissioner Memic
Commissioner Pumphrey
Chairman Wendt
Commissioner Holloway
Nay: 0
Absent: 2 - Vice Chair Bone
Alternate Vice Chair Dominguez

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

Alternate Vice Chair Dominguez was re-elected as the Planning and Zoning Commission Alternate Vice Chairperson.

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

Aye: 7 - Chairman Clawson
Commissioner Emerson
Commissioner Huckabay
Commissioner Memic
Commissioner Pumphrey
Chairman Wendt
Commissioner Holloway
Nay: 0
Absent: 2 - Vice Chair Bone
Alternate Vice Chair Dominguez

APPROVAL OF MINUTES:

F.1 Consider approval of the minutes for the October 15, 2025, Planning and Zoning Commission meeting.

A motion was made by Commissioner Emerson, seconded by Commissioner Holloway, to approve the Minutes. The motion passed by the following vote:

Aye: 7 - Chairman Clawson
Commissioner Emerson
Commissioner Huckabay
Commissioner Memic
Commissioner Pumphrey
Chairman Wendt
Commissioner Holloway

Nay: 0

Absent: 2 - Vice Chair Bone
Alternate Vice Chair Dominguez

ZONING:

G.1 Consider public testimony regarding, and a recommendation concerning the request filed by Kimley-Horn, on behalf of the property owner 2601 Old Settlers Ltd., to rezone approximately 29.69 acres of land from the LI (Light Industrial) district to a PUD (Planned Unit Development) to be known as Skybox Old Settlers PUD, generally located east of N A.W. Grimes Blvd and south of E Old Settlers Blvd. Case No. PUD25-00009

Lindsay Darden, Principal Planner, made the staff presentation. The Applicant was available to answer questions.

Chairman Clawson opened the hearing for public testimony. There being none, the public hearing was closed.

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

Aye: 7 - Chairman Clawson
Commissioner Emerson
Commissioner Huckabay
Commissioner Memic
Commissioner Pumphrey
Chairman Wendt
Commissioner Holloway

Nay: 0

Absent: 2 - Vice Chair Bone
Alternate Vice Chair Dominguez

CODE AMENDMENTS

H.1 Consider public testimony regarding, and a recommendation concerning the proposed amendment to the Code of Ordinances City of Round Rock, Texas, 2018, Part III - Zoning and Development Code, Section 10-21(c)(4)(d). - Map amendment (rezoning). Regarding protest procedures for certain proposed zoning changes in accordance with Section 211.0061 Texas Local Government Code. Case No. TAM25-00003

Brad Dushkin, Planning & Development Services Director, made the staff presentation.

Chairman Clawson opened the hearing for public testimony. There being none, the public hearing was closed.

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

Aye: 7 - Chairman Clawson
Commissioner Emerson
Commissioner Huckabay
Commissioner Memic
Commissioner Pumphrey
Chairman Wendt
Commissioner Holloway

Nay: 0

Absent: 2 - Vice Chair Bone
Alternate Vice Chair Dominguez

H.2 Consider public testimony regarding, and a recommendation concerning the proposed amendment to the Code of Ordinances City of Round Rock, Texas, 2018, Part III - Zoning and Development Code, Section 4-48(b). - Driveways, to comply with the City of Round Rock's adopted Transportation Design and Constructions Standards. Case No. TAM25-00004

Brad Dushkin, Planning & Development Services Director, made the staff presentation. Chairman Clawson opened the hearing for public testimony. There being none, the public hearing was closed.

A motion was made by Chair Clawson, seconded by Commissioner Holloway, to recommend for City Council approval. The motion passed by the following vote:

Aye: 7 - Chairman Clawson
Commissioner Emerson
Commissioner Huckabay
Commissioner Memic
Commissioner Pumphrey
Chairman Wendt
Commissioner Holloway

Nay: 0

Absent: 2 - Vice Chair Bone
Alternate Vice Chair Dominguez

OTHER ACTION ITEMS:

I.1 Consider approval of the 2026 Planning and Zoning Commission meeting schedule.

A motion was made by Commissioner Wendt, seconded by Commissioner Pumphrey, to approve the schedule as presented. The motion passed by the following vote:

Aye: 7 - Chairman Clawson
Commissioner Emerson
Commissioner Huckabay
Commissioner Memic
Commissioner Pumphrey
Chairman Wendt
Commissioner Holloway

Nay: 0

Absent: 2 - Vice Chair Bone
Alternate Vice Chair Dominguez

I.2 Consider annual review and approval of the Rules of Procedure.

A motion was made by Commissioner Emerson, seconded by Commissioner Holloway, to approve the Rules of Procedure as presented. The motion passed by the following vote:

Aye: 7 - Chairman Clawson
Commissioner Emerson
Commissioner Huckabay
Commissioner Memic
Commissioner Pumphrey
Chairman Wendt
Commissioner Holloway

Nay: 0

Absent: 2 - Vice Chair Bone
Alternate Vice Chair Dominguez

STAFF REPORT:

J.1 Consider an update regarding Council actions related to Planning and Zoning items.

Brad Dushkin, Planning & Development Services Director, made the staff presentation.

ADJOURNMENT

*There being no further business, Chairman Clawson adjourned the meeting at 7:02 PM.
Respectfully Submitted,*

Cecilia Chapa, Planning & Zoning Commission Liaison