



City of Round Rock

Meeting Minutes - Draft

Planning and Zoning Commission

Wednesday, November 15, 2023

A. CALL MEETING TO ORDER

The Planning & Zoning Commission for the City of Round Rock met on Wednesday, November 15, 2023 in the City Council Chambers, located at 221 E. Main Street, Round Rock. Chairman Wendt called the meeting to order at 6:27 PM.

B. ROLL CALL

Present 8 - Chairman Rob Wendt
Vice Chair J. Hollis Bone
Alternate Vice Chair Casey Clawson
Commissioner Aaron Dominguez
Commissioner Paul Emerson
Commissioner Jennifer Henderson
Commissioner Scott Huckabay
Commissioner Richard Pumphrey

Absent 1 - Commissioner Wallis Meshier

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.

A motion was made by Alternate Vice Chair Clawson, seconded by Commissioner Pumphrey, to re-elect Chairman Wendt as the Commission's Chairperson. The motion passed unanimously.

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

A motion was made by Chair Wendt, seconded by Commissioner Huckabay, to re-elect Vice Chair Bone as the Commission's Vice Chairperson. The motion passed unanimously.

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

A motion was made by Chair Wendt, seconded by Commissioner Emerson, to re-elect Alternate Vice Chair Clawson as the Commission's Alternate Vice Chairperson. The motion passed unanimously.

F. CONSENT AGENDA:

A motion was made by Commissioner Emerson, seconded by Commissioner Huckabay, to approve the Consent Agenda. The motion passed by the following vote:

Aye: 8 - Chairman Wendt
Vice Chair Bone
Alternate Vice Chair Clawson
Commissioner Dominguez
Commissioner Emerson
Commissioner Henderson
Commissioner Huckabay
Commissioner Pumphrey

Nay: 0

Absent: 1 - Commissioner Meshier

- F.1** Consider approval of the minutes for the October 18, 2023, Planning and Zoning Commission meeting.
- F.2** Consider a 30-day extension request for the replat of 9.73 acres of Lot 1a & 2a, Block A, YMCA of Greater Williamson County Round Rock Branch: A Final Plat of 3.209 acres and a Replat of Lot 2 Sweetbriar II Addition and Clearwater Subdivision; and Lot 2, correction to Amended Plat of Sirloin Stockade Subdivision; and YMCA of Greater Williamson County, generally located west of N Mays St and north of W Bowman Dr. Case No. FP2301-003
- F.3** Consider a 30-day extension request for the Morris McNeil Replat, generally located on the north side of McNeil Rd and west of Old Austin Rock Rd. Case No. RP23-000002
- F.4** Consider a 30-day extension request for the Verona Preliminary Plat, generally located east of CR 110 and South of Avery Nelson Pkwy. Case No. PP23-000009

G. PLATTING:

- G.1** Consider approval of the Reliable Addition Replat, generally located on the west side of N AW Grimes and south of Tiger Trl. Case No. RP23-000001

Matt Johnson, Senior Planner, made the staff presentation.

A motion was made by Alternate Vice Chair Clawson, seconded by Commissioner Henderson, to approve the Replat as conditioned. The motion passed by the following vote:

Aye: 8 - Chairman Wendt
Vice Chair Bone
Alternate Vice Chair Clawson
Commissioner Dominguez
Commissioner Emerson
Commissioner Henderson
Commissioner Huckabay
Commissioner Pumphrey

Nay: 0

Absent: 1 - Commissioner Meshier

G.2 Consider approval of the Cade Lake, Section 1 Final Plat, generally located east of Warner Ranch Dr and south of S A.W. Grimes Blvd. Case No. FP23-000007

Cait Reeves, Principal Planner, made the staff the presentation. The applicant was available to answer questions.

A motion was made by Commissioner Henderson seconded by Alternate Vice Chair Clawson to approve the Final Plat as conditioned. The motion passed by the following vote:

Aye: 8 - Chairman Wendt
Vice Chair Bone
Alternate Vice Chair Clawson
Commissioner Dominguez
Commissioner Emerson
Commissioner Henderson
Commissioner Huckabay
Commissioner Pumphrey

Nay: 0

Absent: 1 - Commissioner Meshier

H. CODE AMENDMENTS

H.1 Consider public testimony regarding, and a recommendation concerning a proposed ordinance amending Zoning and Development Code, Chapter 4, Article VI, Section 4-82, Code of Ordinances (2018 Edition), regarding water and wastewater impact fees. Case No. TAM23-00001

Michael Thane, Utilities and Environmental Services Director, made the staff presentation. Chair 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 Emerson, to recommend for City Council Approval. The motion passed by the following vote:

Aye: 8 - Chairman Wendt
Vice Chair Bone
Alternate Vice Chair Clawson
Commissioner Dominguez

Commissioner Emerson
Commissioner Henderson
Commissioner Huckabay
Commissioner Pumphrey

Nay: 0

Absent: 1 - Commissioner Meshier

I. OTHER ACTION ITEMS:

I.1 Consider approval of the 2024 Planning and Zoning Commission meeting schedule.

A motion was made by Commissioner Henderson, seconded by Commissioner Emerson to approve the meeting schedule. The motion passed unanimously.

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

A motion was made by Commissioner Henderson, seconded by Alternate Vice Chair Clawson, to approve the Rules of Procedure as presented. The motion passed unanimously.

J. STAFF REPORT:

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

Brad Wiseman, Planning and Development Services Director, made the staff presentation.

K. ADJOURNMENT

There being no further business, Chairman Wendt adjourned the meeting at 6:49 PM.

Respectfully Submitted,

Cecilia Chapa, Planning & Zoning Commission Liaison