



# City of Round Rock

## Planning and Zoning Commission

### Meeting Agenda - Final

Chairman Jennifer Henderson

Vice Chair Greg Rabaey

Alternate Vice Chair Rob Wendt

Commissioner J. Hollis Bone

Commissioner Casey Clawson

Commissioner Aaron Dominguez

Commissioner Paul Emerson

Commissioner Wallis Meshier

Commissioner Jennifer Sellers

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Wednesday, November 2, 2022

6:00 PM

City Council Chambers, 221 East Main St.

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**A. CALL MEETING TO ORDER**

**B. ROLL CALL**

**C. PLEDGES OF ALLEGIANCE**

**D. CITIZEN COMMUNICATION**

*[Pursuant to Texas Government Code, Section 551.007 which allows the public to speak for a total of three (3) minutes on any of the agenda items listed below - excluding any executive sessions.]*

**E. ELECTION OF OFFICERS:**

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

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

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

**F. CONSENT AGENDA:**

*All items listed under the Consent Agenda are considered to be routine by the Commission and will be enacted by one motion. There will be no separate discussion of these items unless requested by a commissioner in which event, the item will be removed from the Consent Agenda and considered separately.*

- F.1 Consider approval of the minutes for the October 17, 2022, Planning and Zoning Commission meeting.
- F.2 Consider a 30-day extension request for the Red Bud Office Subdivision Replat, generally located west of Red Bud Ln and north of Gattis School Rd. Case No. FP2208-001
- F.3 Consider a 30-day extension request for the Lakeridge Hwy 79 Preliminary Plat, generally located south of E Palm Valley Blvd and west of AW Grimes Blvd. Case No. PP2207-002
- F.4 Consider a 30-day extension request for the Ramendu Duplex Preliminary Plat, generally located southwest of the intersection of W Nash St and Mandell St. Case No. PP2209-001
- F.5 Consider a 30-day extension request for the Ramendu Duplex Final Plat, generally located southwest of the intersection of W Nash St and Mandell St. Case No. FP2209-001

**G. ZONING:**

- G.1 Consider public testimony regarding, and a recommendation concerning the request filed by Consort Inc, on behalf of property owner Hesters Crossings Apts Holdings LLC, to rezone 4.12 acres of land from the C-1 (General Commercial) zoning district to a Planned Unit Development (PUD) to be known as Hesters 4 PUD, generally located at the northwest corner of Hesters Crossing Rd and Rawhide Dr. Case No. ZON2210-002

**H. CODE AMENDMENTS**

- H.1 Consider public testimony regarding, and a recommendation concerning the proposed amendment to the to the Code of Ordinances City of Round Rock, Texas, 2018, Part III - Zoning and Development Code, Section 4-14 to remove duplicate language regarding the subdivision inspection fee.

**I. OTHER ACTION ITEMS:**

- I.1 Consider approval of the 2023 Planning and Zoning Commission meeting schedule.
- I.2 Consider annual review of the Rules of Procedure.

**J. STAFF REPORT:**

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

**K. ADJOURNMENT**

*In addition to any executive session already listed above, the Planning and Zoning Commission for the City of Round Rock reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed below, as authorized by Texas Government Code:*

*§551.071 Consultation with Attorney*

*§551.072 Deliberations regarding Real Property*

*§551.073 Deliberations regarding Gifts and Donations*

*§551.074 Personnel Matters*

*§551.076 Deliberations regarding Security Devices*

*§551.087 Deliberations regarding Economic Development Negotiations*

**POSTING CERTIFICATION**

*I certify that this notice of the Planning and Zoning Meeting was posted on the 27th day of October 2022 at 5:00 p.m. as required by law in accordance with Section 551.043 of the Texas Government Code.*

*/ORIGINAL SIGNED/*

*Meagan Spinks, City Clerk*



# City of Round Rock

## Meeting Minutes - Draft

### Planning and Zoning Commission

Monday, October 17, 2022

#### CALL MEETING TO ORDER

*The Planning & Zoning Commission for the City of Round Rock met on Monday, October 17, 2022 in the City Council Chambers, located at 221 E. Main Street, Round Rock. Chairman Henderson called the meeting to order at 6:00 PM.*

#### ROLL CALL

**Present** 7 - Chairman Jennifer Henderson  
Vice Chair Greg Rabaey  
Commissioner J. Hollis Bone  
Commissioner Casey Clawson  
Commissioner Aaron Dominguez  
Commissioner Paul Emerson  
Commissioner Jennifer Sellers

**Absent** 2 - Alternate Vice Chair Rob Wendt  
Commissioner Wallis Meshier

#### PLEDGES OF ALLEGIANCE

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

#### CITIZEN COMMUNICATION

*There were no citizens wishing to speak at this meeting.*

#### APPROVAL OF MINUTES:

**E.1** Consider approval of the minutes for the October 5, 2022, Planning and Zoning Commission meeting.

**A motion was made by Commissioner Bone, seconded by Vice Chair Rabaey, to approve the Minutes. The motion passed by the following vote:**

**Aye:** 7 - Chairman Henderson  
Vice Chair Rabaey  
Commissioner Bone  
Commissioner Clawson  
Commissioner Dominguez  
Commissioner Emerson  
Commissioner Sellers

**Nay:** 0

**Absent:** 2 - Alternate Vice Chair Wendt  
Commissioner Meshier

## **PLATTING AND ZONING:**

- F.1** Consider approval of the Stockwell Preliminary Plat, generally located south of E Palm Valley Blvd and West of S Kenney Fort Blvd. Case No. PP2202-001

*Matt Johnson, Senior Planner, made the staff presentation.*

*The Applicant was available to answer questions.*

**A motion was made by Vice Chair Rabaey, seconded by Commissioner Sellers, to approve the Preliminary Plat as presented. The motion passed by the following vote:**

**Aye:** 7 - Chairman Henderson  
Vice Chair Rabaey  
Commissioner Bone  
Commissioner Clawson  
Commissioner Dominguez  
Commissioner Emerson  
Commissioner Sellers

**Nay:** 0

**Absent:** 2 - Alternate Vice Chair Wendt  
Commissioner Meshier

- F.2** Consider approval of the Stockwell Final Plat, generally located south of E Palm Valley Blvd and West of S Kenney Fort Blvd. Case No. FP2202-004

*Matt Johnson, Senior Planner, made the staff presentation.*

*The Applicant was available to answer questions.*

**A motion was made by Chair Henderson, seconded by Vice Chair Rabaey, to approve the Final Plat with conditions added. The motion passed by the following vote:**

**Aye:** 7 - Chairman Henderson  
Vice Chair Rabaey  
Commissioner Bone  
Commissioner Clawson  
Commissioner Dominguez  
Commissioner Emerson  
Commissioner Sellers

**Nay:** 0

**Absent:** 2 - Alternate Vice Chair Wendt  
Commissioner Meshier

- F.3** Consider public testimony regarding, and a recommendation concerning the request filed by Metcalfe Wolff Stuart & Williams, LLP, on behalf of the property owner, Prism Construction LLC & Decicorn LLC, for the original zoning of 21.41 acres of land to Planned Unit Development to be known as Discovery Tract PUD, generally located south of University Blvd and east of CR 110. Case No. ZON2209-002

*Lindsay Darden, Senior Planner, made the staff presentation.*

*Chairman Henderson opened the hearing for public testimony.*

*There being none, the public hearing was closed.*

*The Applicant was available to answer questions.*

**A motion was made by Commissioner Clawson, seconded by Vice Chair Rabaey, to recommend for City Council Approval. The motion passed by the following vote:**

**Aye:** 7 - Chairman Henderson  
Vice Chair Rabaey  
Commissioner Bone  
Commissioner Clawson  
Commissioner Dominguez  
Commissioner Emerson  
Commissioner Sellers

**Nay:** 0

**Absent:** 2 - Alternate Vice Chair Wendt  
Commissioner Meshier

## **STAFF REPORT:**

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

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

## **ADJOURNMENT**

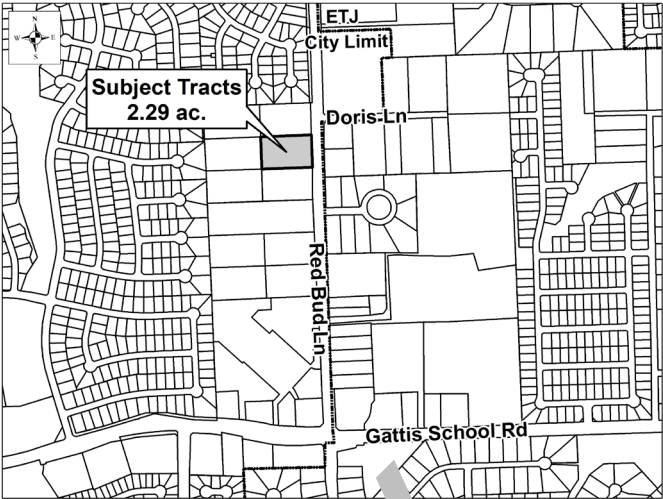
*There being no further business, Chairman Henderson adjourned the meeting at 6:39 PM.*

*Respectfully Submitted,*

*Cecilia Chapa, Planning Technician*

**POSTING CERTIFICATION**

Red Bud Office Subdivision Replat  
FINAL PLAT FP2208-001



**CASE PLANNER:** Cait Reeves

**REQUEST:**

**ZONING AT TIME OF APPLICATION:**

**DESCRIPTION:** 2.29 acres out of the Joseph Marshall Survey, Abstract No. 409

**CURRENT USE OF PROPERTY:**

**COMPREHENSIVE PLAN LAND USE DESIGNATION:**

**ADJACENT LAND USE:**

North:  
South:  
East:  
West:

**PROPOSED LAND USE:**

<u>PROPOSED LOTS BY TYPE:</u>	<u>NUMBER OF LOTS</u>	<u>ACREAGE</u>
Residential - Single Unit:	0	0
Residential - Multi Unit:	0	0
Office:	0	0
Commercial:	0	0
Industrial:	0	0
Open/Common Space:	0	0
ROW:	0	0
Parkland:	0	0
Other:	0	0
<b>TOTALS:</b>	<b>4</b>	<b>2.29</b>

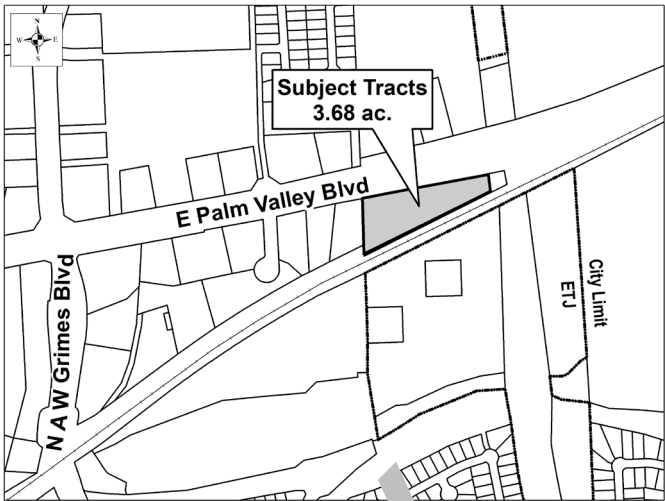
**Owner:**  
Red Doris, LLC  
Robert J. Fischer  
1620 Red Bud Ln  
Ste 208  
Round Rock, TX 78664

**Applicant:**  
Trine Engineering, LLC  
Javier Barajas, P.E.  
5307 W Highway 290  
Bldg B, Ste 6  
Austin, TX 78735

**Agent:**  
Trine Engineering, LLC  
Javier Barajas, P.E.  
5307 W Highway 290  
Bldg B, Ste 6  
Austin, TX 78735



Lakeridge Hwy 79  
PRELIM PLAT PP2207-002



**CASE PLANNER:** Dalton Dueitt

**REQUEST:**

**ZONING AT TIME OF APPLICATION:**

**DESCRIPTION:** 3.68 acres out of the Holder, P.L. Survey

**CURRENT USE OF PROPERTY:**

**COMPREHENSIVE PLAN LAND USE DESIGNATION:**

**ADJACENT LAND USE:**

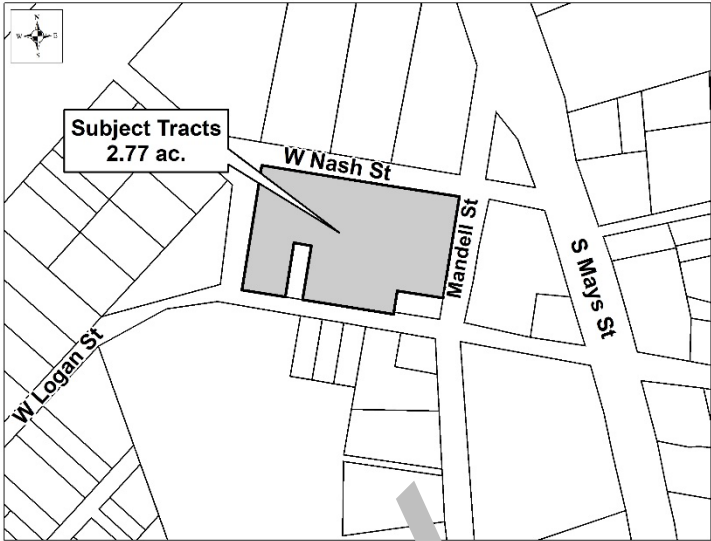
North:  
South:  
East:  
West:

**PROPOSED LAND USE:**

<u>PROPOSED LOTS BY TYPE:</u>	<u>NUMBER OF LOTS</u>	<u>ACREAGE</u>
Residential - Single Unit:	0	0
Residential - Multi Unit:	0	0
Office:	0	0
Commercial:	0	0
Industrial:	0	0
Open/Common Space:	0	0
ROW:	0	0
Parkland:	0	0
Other:	0	0
<b>TOTALS:</b>	<b>3</b>	<b>3.68</b>

<b>Owner:</b> Lakeridge Vista, LLC Brad Andrews 8001 Quaker Ave Ste K Lubbock, TX 79424	<b>Agent:</b> Sandlin Services, LLC Nick Sandlin, PE 4501 Whispering Valley Dr #27 Austin, TX 78727	<b>Developer:</b> Lakeridge Vista, LLC Brad Andrews 8001 Quaker Ave Ste K Lubbock, TX 79424
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**Ramendu Duplex  
PRELIM PLAT PP2209-001**



**CASE PLANNER:** CAITLYN REEVES

**REQUEST:**

**ZONING AT TIME OF APPLICATION:**

**DESCRIPTION:** 2.64 acres out of the

**CURRENT USE OF PROPERTY:**

**COMPREHENSIVE PLAN LAND USE DESIGNATION:**

**ADJACENT LAND USE:**

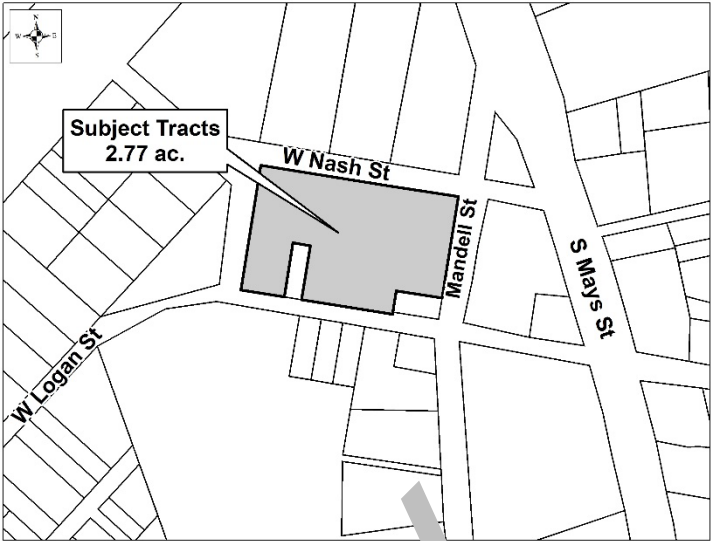
- North:
- South:
- East:
- West:

**PROPOSED LAND USE:**

<u>PROPOSED LOTS BY TYPE:</u>	<u>NUMBER OF LOTS</u>	<u>ACREAGE</u>
Residential - Single Unit:	0	0
Residential - Multi Unit:	0	0
Office:	0	0
Commercial:	0	0
Industrial:	0	0
Open/Common Space:	0	0
ROW:	0	0
Parkland:	0	0
Other:	0	0
<b>TOTALS:</b>	<b>22</b>	<b>2.64</b>

<b>Owner:</b> Ramendu Duplex at Round Rock, LLC 3016 Paseo de Charros Cedar Park, TX 78641	<b>Agent:</b> McIntyre & McIntyre, Inc. 1903 Stonewreath Dr Round Rock, TX 78681
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**Ramendu Duplex  
FINAL PLAT FP2209-001**



**CASE PLANNER:** CAITLYN REEVES

**REQUEST:**

**ZONING AT TIME OF APPLICATION:**

**DESCRIPTION:** 2.64 acres out of the

**CURRENT USE OF PROPERTY:**

**COMPREHENSIVE PLAN LAND USE DESIGNATION:**

**ADJACENT LAND USE:**

North:  
South:  
East:  
West:

**PROPOSED LAND USE:**

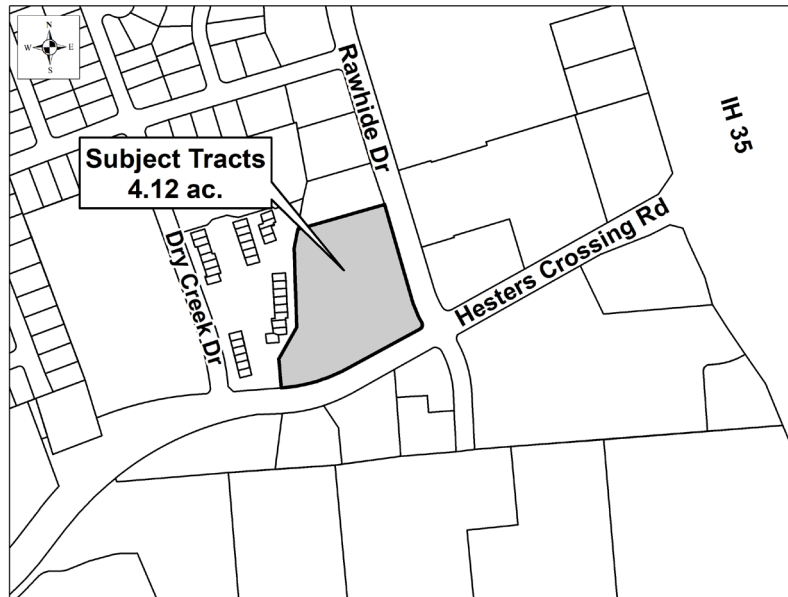
<u>PROPOSED LOTS BY TYPE:</u>	<u>NUMBER OF LOTS</u>	<u>ACREAGE</u>
Residential - Single Unit:	0	0
Residential - Multi Unit:	0	0
Office:	0	0
Commercial:	0	0
Industrial:	0	0
Open/Common Space:	0	0
ROW:	0	0
Parkland:	0	0
Other:	0	0

**TOTALS:** **22** **2.64**

**Owner:**  
Ramendu Duplex at Round Rock, LLC  
3016 Paseo de Charros  
Cedar Park, TX 78641

**Agent:**  
McIntyre & McIntyre, Inc.  
1903 Stonewreath Dr  
Round Rock, TX 78681

**Hesters 4 Planned Unit Development (PUD)  
PUD ZON2210-002**



**CASE PLANNER:** Lindsay Darden

**REQUEST:** Rezone 4.12 acres from C-1 (General Commercial) to Planned Unit Development (PUD).

**ZONING AT TIME OF APPLICATION:** C-1 (General Commercial)

**DESCRIPTION:** 4.12 acres out of the Jacob M. Harrell League, Abstract 284

**CURRENT USE OF PROPERTY:** Vacant

**COMPREHENSIVE PLAN LAND USE DESIGNATION:** Commercial

**ADJACENT LAND USE:**

North: Commercial  
 South: Hesters Crossing Public Right-of-Way  
 East: Rawhide Drive Public Right-of-Way  
 West: The Crossings Condominiums (low density multi-family residential)

**PROPOSED LAND USE:** Mixed Use (Urban Multi-family Residential and Commercial)

**TOTAL ACREAGE:** 4.12

**Owner:**  
 Hesters Crossings Apts Holdings LLC  
 Dennis Young  
 2400 Rawhide Dr  
 Round Rock, TX 78681

**Applicant:**  
 Consort Inc  
 Anna Hoge  
 1609 Shoal Creek Boulevard  
 Ste 300  
 Austin, Tx 78701

**Developer:**  
 High Rustler Ventures  
 Jonathan Marcus  
 155 Schmitt Blvd  
 Farmingdale, NY 11735

**Hesters 4 Planned Unit Development (PUD)  
PUD ZON2210-002**

**HISTORY:** The property is currently vacant and zoned C-1 (General Commercial).

**DATE OF REVIEW:** November 2, 2022

**LOCATION:** Northwest corner of Hesters Crossing Road and Rawhide Drive

**STAFF REVIEW AND ANALYSIS:**

Comprehensive Plan and Zoning: The 2030 FLUM (Future Land Use Map) designates the property for commercial uses. If adopted, the PUD will amend the FLUM for the subject area to mixed use to accommodate the proposed residential development with ground floor commercial space.

The Mixed-Use land use designation is used for any parcel or tract of land that is appropriate for the combination of residential and complementary non-residential land uses. Mixed-use can be on a large site with the uses combined on the site or on a small site with the uses combined in a single building.

The site is situated between existing low density multi-family residential development to the west (The Crossings Condominiums) and a large commercial strip (Sky Ridge Plaza) located on the opposite side of Rawhide Drive to the east. The mixed-use land use designation is appropriate for this parcel because it will provide a transition from the more intense shopping center to the neighborhood to the west. The ground floor commercial space will serve the building and the surrounding community with limited general commercial uses that are compatible with the adjacent residential development.

Location criteria: The Round Rock 2030 Comprehensive Plan provides location criteria for each land use category. Pertinent to the subject property, the Plan states that urban multifamily development should be located near employment centers or major transportation or commercial nodes. The proposed PUD complies with the above-listed location criteria.

Traffic, Access, and Roads: The property has proposed access from Hesters Crossing Rd. and Rawhide Dr. as depicted on the Concept Plan (Exhibit B). The project will be subject to the Roadway Impact Fee regulations. The location of driveways and potential deceleration lanes will be determined during site plan review, in accordance with city standards.

Proposed PUD (Planned Unit Development) zoning: The PUD proposes a multi-family urban residential building with ground level commercial space facing Rawhide Dr. and structured parking garage.

The urban multifamily development will have a maximum of 276 residential units and a maximum building height of five (5) stories. Two (2) additional stories of parking will be located in the below grade portion of the parking garage. The PUD incorporates the requirements of the MF-3 (Multifamily – Urban) zoning district, which include structured parking, balconies on at least 25% of all dwelling units, internal stairways, amenities and streetscape and landscape features. The development will provide five amenities, one more than is required by the MF-3 district.

At least 95% of the required residential parking will be provided in multi-level parking structure which will be directly attached to and integrated into the residential structure. The design elements of the building shall substantially comply with the depictions contained in Exhibits 'C' and 'D', including, but not limited to elevation variation, roof pitch, and orientation.

**Hesters 4 Planned Unit Development (PUD)  
PUD ZON2210-002**

The commercial space is located on the ground level of the multi-family residential structure, instead of on a separate parcel area that would require separate development regulations, with the exception of parking requirements and allowable uses. The allowable uses for the commercial space can be found in the C-1 (General Commercial) district standards which list specific uses that are prohibited or allowed. Additional prohibited uses have been included in the PUD development standards to further ensure compatibility with the residential development.

**RECOMMENDED MOTION:**

Staff recommends approval of the PUD.





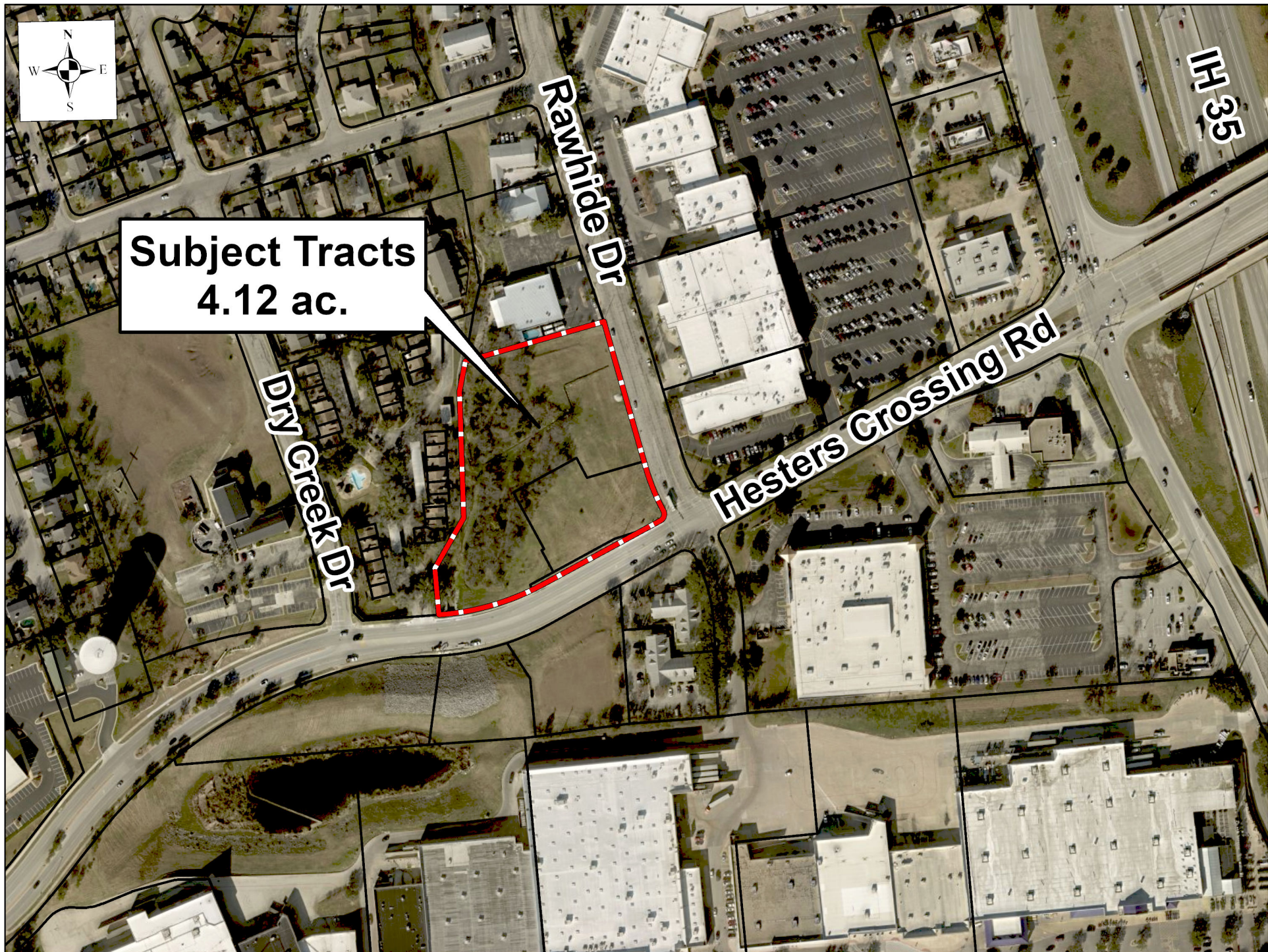
**Subject Tracts**  
**4.12 ac.**

**Rawhide Dr**

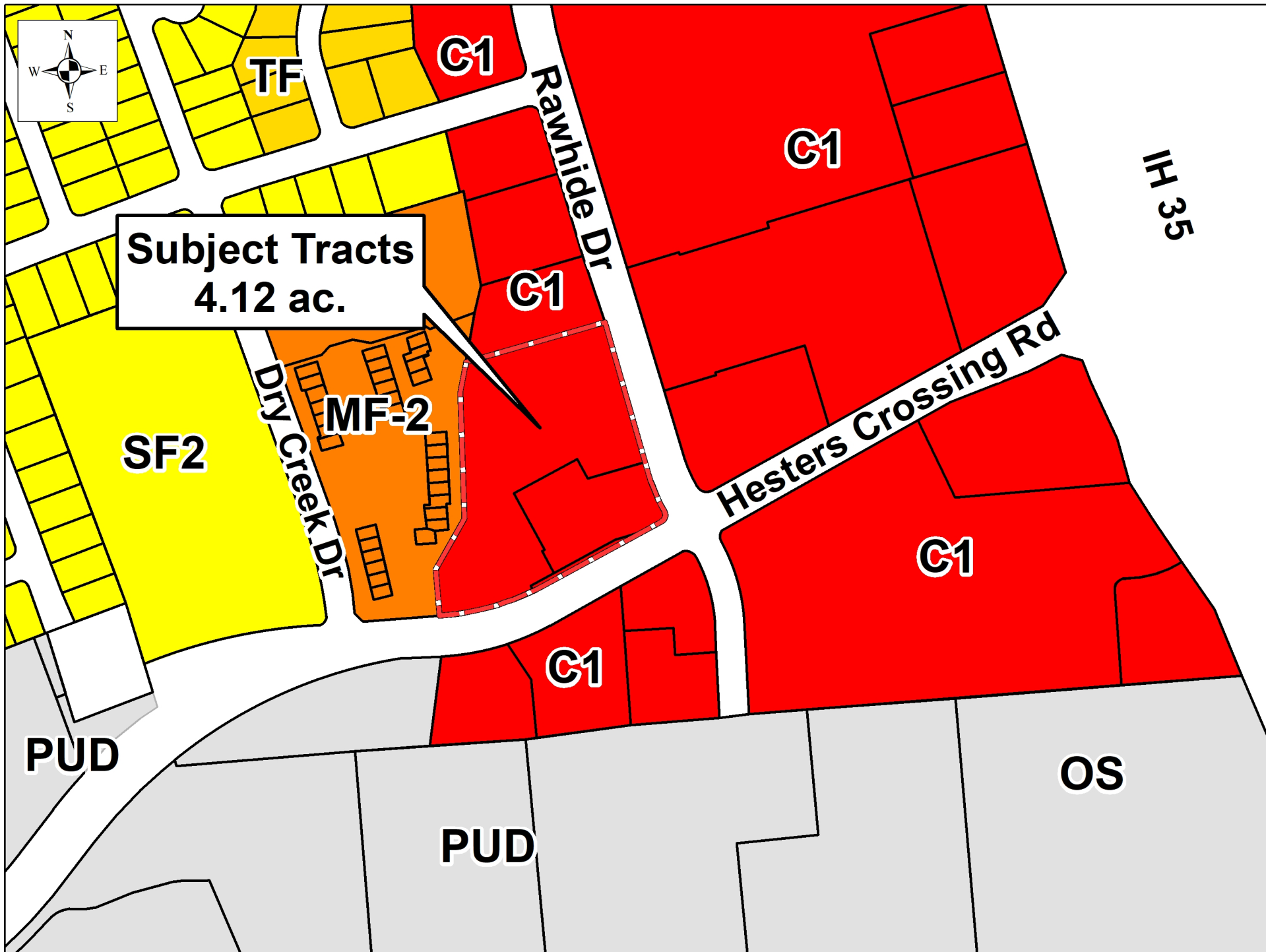
**Dry Creek Dr**

**Hesters Crossing Rd**

**IH 35**









## II. DEVELOPMENT STANDARDS

### 1. **DEFINITIONS**

Words and terms used herein shall have their usual force and meaning, or as defined in the City of Round Rock Code of Ordinances, as amended, hereinafter referred to as “the Code”. This PUD Development Plan shall hereinafter be referred to as “the Plan.”

### 2. **PROPERTY**

This Plan covers approximately 4.17 acres of land, located within the City of Round Rock, Texas, and more particularly described in **Exhibit A**, hereinafter referred to as “the Property.”

### 3. **PURPOSE**

The purpose of this Plan is to ensure a PUD that: 1) is equal to, superior than and/or more consistent than that which would occur under the standard ordinance requirements, 2) is in harmony with the General Plan, as amended, in effect on the date of this ordinance 3) does not have an undue adverse effect upon adjacent property, the character of the neighborhood, traffic conditions, parking, utilities or any other matters affecting the public health, safety and welfare, 4) is adequately provisioned by essential public facilities and services, and 5) will be developed and maintained so as not to dominate, by scale or massing of structures, the immediate neighboring properties or interfere with their development or use.

### 4. **APPLICABILITY OF CITY ORDINANCES**

#### **4.1. Zoning Ordinance**

All aspects not specifically covered by this Plan shall be regulated by the **MF-3 (Multi - Family Urban)** and the **C-1 (General Commercial)**, as amended. If there is a conflict between this Plan and the Code, this Plan shall supersede the specific conflicting provisions of the Code.

#### **4.2. Other Ordinances**

All other Ordinances within the Code, as applicable and as amended, shall apply to the Property, except as clearly modified by this Plan. In the event of a conflict, the terms of this Plan shall control.

### 5. **CONCEPT PLAN**

Exhibit “B” shall serve as the Concept Plan for the project, in accordance with Section 10-26 of the Code.

### 6. **COMPREHENSIVE PLAN**

This development plan shall amend the Future Land Use Map of the Round Rock 30 Comprehensive Plan land use designation to mixed use.

## **7. PERMITTED & PROHIBITED USES**

### **7.1. Urban Multi-Family**

- (1) All uses permitted in the **MF-3 (Multifamily- Urban)** zoning district: the multifamily development shall conform with the requirements of the district, unless otherwise specified by this Plan.
- (2) A minimum of 45 living units per acre.
- (3) A maximum of 276 units are permitted.

### **7.2. Commercial**

- (1) All uses permitted in the **C-1 (General Commercial)** zoning district, except for the following uses, which are prohibited:
  - a) Auto sales, Rental and Leasing Facilities
  - b) Auto Service Facilities
  - c) Call Center
  - d) Car Wash
  - e) Drive-through services
  - f) Emergency medical services
  - g) Fuel sales
  - h) Funeral home
  - i) Parking, Commercial
  - j) Shooting and Archery Ranges
  - k) All uses listed in Section 2-91 (ee)(2)(a) of the Code
- (2) A minimum of 5,900 sq. ft. of commercial space will be provided with this development, excluding leasing.

## **8. DEVELOPMENT STANDARDS**

### **8.1. Lot and Building Dimensional Standards**

<b>Standard</b>	<b>Unit of Measure</b>
Minimum Building Setback to Rawhide Dr.	15 feet
Minimum Building Setback to Hesters Crossing Rd.	15 feet
Minimum Side Building Setback	25 feet
Minimum Rear Building Setback	25 feet
Maximum Building Height	5 stories above grade, 2 stories underground parking.

### **8.2. Building Design and Orientation**

- (1) The design elements of the building shall substantially comply with the depictions contained in **Exhibit C**, including, but not limited to elevation variation, roof pitch, orientation.

- (2) All roof-mounted mechanical equipment shall be screened from public view by parapets so as to not be visible from an abutting street, public plaza or public open space. The parapet shall utilize the same or similar materials as the principal structure.

### **8.3.Amenities**

A minimum of five (5) of the following amenities accessible to all residents shall be provided within the multi-level structure. The amenity areas include, but are not limited to:

- a. Private fitness facility
- b. Courtyard, which includes an area for outdoor games
- c. Business Center
- d. Social Room which will include lounge and TV area for residents and gatherings
- e. Outdoor grill Area
- f. Sundeck Area
- g. Dog Spa
- h. Dog Park (indoor and/or outdoor)

### **8.4. Open Space**

An interior courtyard with swimming pool shall satisfy the requirement for landscape open space.

### **8.5. Landscape Requirements:**

This project shall comply with the landscape requirements of Chapter 8, Article II, Section 8-10, as amended, with the following exceptions below:

- (1) On the west side of the structure, screening will be provided to mitigate views of exposed portion of the parking garage and parking garage entrance. Screening may consist of a row of evergreen trees installed at a minimum height of 5 feet and spaced such that they will grow together and form a tall hedge. Acceptable species may include Eastern Red Cedar, Nellie R. Stevens Holly, or other species as approved by the zoning administrator. Alternatively, where site constraints do not permit space for tree planting, a green screen with evergreen vine plantings or semi-opaque structural screen shall be provided.
- (2) Foundation treatment will be provided for street facing building facades in accordance with the requirements of Chapter 8, Article II, Section 8-10(h).
  - a. The building façade facing Rawhide Road shall provide foundation treatment in accordance with Category 2.
  - b. The building façade facing Hesters Crossing shall provide foundation treatment in accordance with Category 3.

- (3) Special streetscape and landscape features. A minimum of four (4) of the following streetscape and landscape features shall be installed along the public-right-of-way.
  - a. Benches
  - b. Bike racks
  - c. Public art
  - d. Courtyards or plazas
  - e. Decorative paving
  - f. Water features, such as fountains
  - g. Decorative trash receptables
  - h. Street trees
  - i. Decorative walls

#### **8.6. Parking**

- (1) Commercial Parking

- (2) Residential Parking

- a. Parking shall be provided at a minimum ratio of:
  - a. One parking space per one (1) bedroom unit
  - b. Two parking spaces per two (2) bedroom unit
- b. At least 95 percent of this required parking shall be provided within the structured parking garage. The remaining five (5 percent) may be surface parking.
- c. Additional parking for guests shall be provided in the amount of five percent (5 percent) of the total required by (a) above. This additional parking may be provided within the structured parking garage or may be surface parking provided onsite.
- d. A maximum of 24 tandem parking spaces shall be permitted to serve 2-bedroom units.

- (3) Rawhide Drive On-Street Parking

- a. Where proper corner clearance and separation allows, a maximum of six (6) parallel parking spaces, with associated striping and signage, may be located along Rawhide Drive north of the site entry driveway and may count toward the required parking for the commercial portion of the PUD.

#### **8.7. Maintenance**

The subject property, including all common areas, shall be maintained by the property owner.

### **9 CHANGES TO DEVELOPMENT PLAN**

#### **9.1. Minor Changes**

Minor changes to this Plan which do not substantially and adversely change this Plan may be approved administratively, if approved in writing by the Director of Planning and Development Services and the City Attorney.

**9.2. Major Changes** All changes not permitted above shall be resubmitted following the same procedure required by the original PUD application.

**LIST OF EXHIBITS**

**Exhibit "A" – Legal Description**

**Exhibit "B" – Concept Plan**

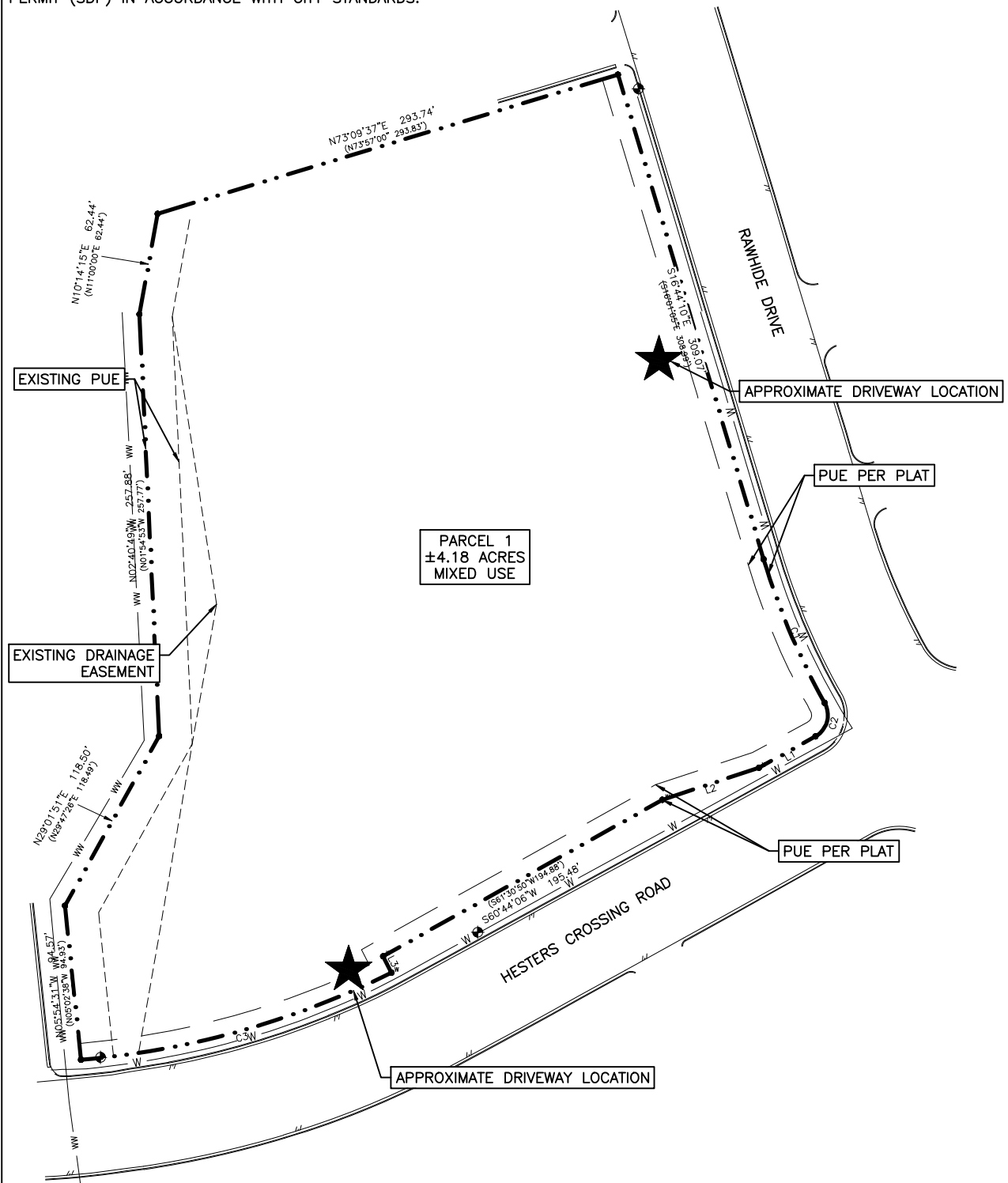
**Exhibit "C" – South Building Elevation**

**Exhibit "D" – East Building Elevation**

**EXHIBIT A**  
**LEGAL DESCRIPTION**

Lots 1 and 2, Block A of Four Points by Sheraton, a subdivision in Williamson County, Texas, according to the map thereof, recorded In Document Number 2019039270 of the Official Public Records of Wlllamson County, Texas.

NOTE: DRIVEWAY LOCATIONS ARE CONCEPTUAL AND  
WILL BE FINALIZED AT TIME OF SITE DEVELOPMENT  
PERMIT (SDP) IN ACCORDANCE WITH CITY STANDARDS.



10/25/2022

SCALE: NTS NORTH

**Consort, Inc**  
1000 SHAW DRESS BLVD, STE. 300 / AUSTIN, TX 78701 / (512) 448-8000  
T.B.P.E. Firm Registration No. F-859

**HESTERS 4 APARTMENTS  
EXHIBIT B  
ROUND ROCK**

**FOR:  
HESTERS 4: MIXED USE PUD**

EXHIBIT C - SOUTH ELEVATION

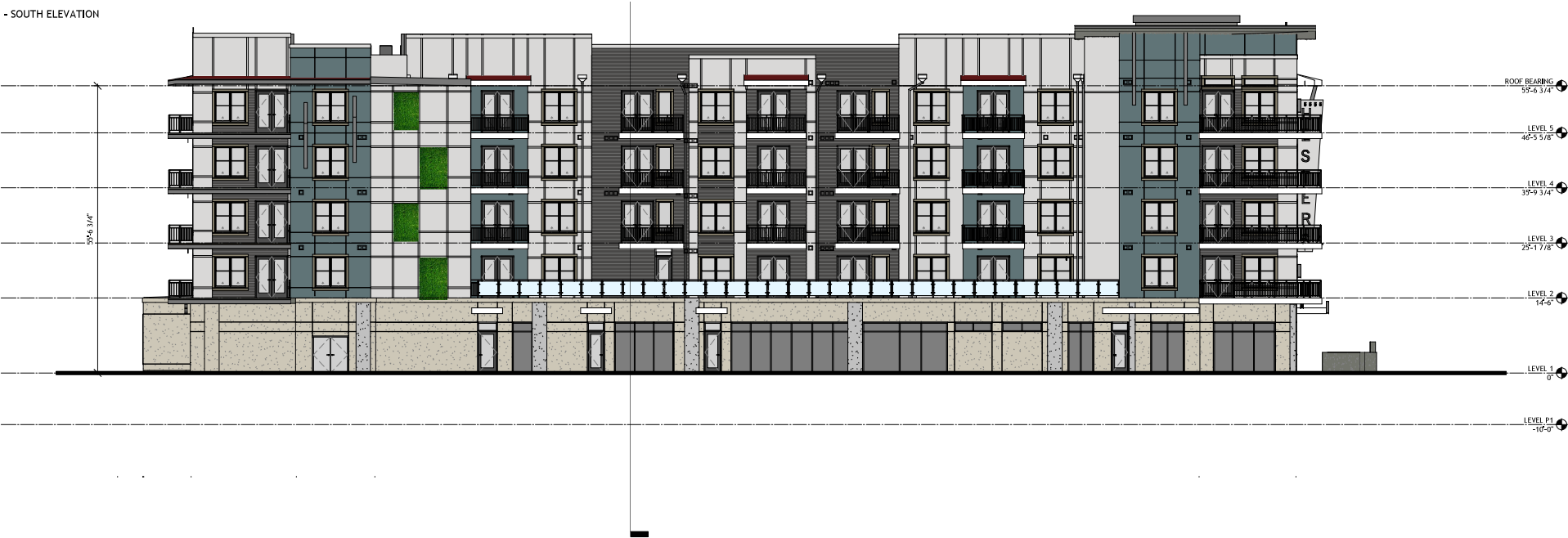




EXHIBIT D - EAST ELEVATION



**Zoning and Development Code Amendment  
Subdivision Fees**

**DATE OF REVIEW:** November 2, 2022

**CODE REFERENCES:** Section 4-14

**STAFF REVIEW AND ANALYSIS:**

Background: Appendix A of the Code of Ordinances contains all fees related to city functions, including development fees. These fees are only established and modified by City Council, similar to all other sections of the Code of Ordinances. The Planning & Zoning Commission is a review and recommending body on amendments to the Zoning and Development Code only, which is a separate part of the regulatory framework for the City of Round Rock. The subdivision inspection fee, which is assessed on the construction of public improvements as part of private development, appears in both Appendix A of the Code of Ordinances and in the text of the Zoning and Development Code.

Proposed Revision: This code revision deletes the subdivision inspection fee from the Zoning and Development Code, leaving Appendix A of the Code of Ordinances as the sole source of the fee and matching the presentation of all other city fees. This change will reduce duplication and potential occurrences of conflict or confusion.

**RECOMMENDED MOTION:**

Staff recommends approval of the code amendment.

**ORDINANCE NO. O-2022-\_\_**

**AN ORDINANCE AMENDING ZONING AND DEVELOPMENT CODE, CHAPTER 4, ARTICLE I, SECTION 4-14(b) OF THE CODE OF ORDINANCES (2018 EDITION), CITY OF ROUND ROCK, TEXAS, REGARDING INSPECTION FEES; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROUND ROCK,**

**TEXAS:**

## 1.

That Zoning and Development Code, Chapter 4, Article 1, Section 4-14(b), Code of Ordinances (2018 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

## CHAPTER 4. SUBDIVISION DESIGN AND CONSTRUCTION

**Sec. 4-14. – Subdivision fees.**

Subdivision fees under this chapter shall be as currently established or as hereafter adopted by resolution of the city council from time to time which shall be set forth in appendix A of the Code of Ordinances.

## 11.

**A.** All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.

**B.** The invalidity of any section or provision of this ordinance shall not invalidate other sections or provisions thereof.

**C.** The City Council hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during

1 which this Ordinance and the subject matter hereof were discussed, considered and  
2 formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas  
3 Government Code, as amended.

4 **READ** and **APPROVED** on first reading this the \_\_\_\_ day of  
5 \_\_\_\_\_, 2022.

6 **READ, APPROVED** and **ADOPTED** on second reading this the \_\_\_\_ day of  
7 \_\_\_\_\_, 2022.

8  
9  
10 \_\_\_\_\_  
11 CRAIG MORGAN, Mayor  
12 City of Round Rock, Texas

13 ATTEST:

14 \_\_\_\_\_  
15 MEAGAN SPINKS, City Clerk

**City of Round Rock, Texas**  
**2023 - Planning and Zoning Commission Schedule**

(Gray = 2022 and 2024 P&Z meeting schedule)			
<b>Submittal Day 12 Noon Deadline (Tuesday*)</b>	<b>** Public Notice/Sign Posting Deadline (Friday*)</b>	<b>1st Available P&amp;Z Meeting (Wednesday*)</b>	<b>Target City Council Meeting (Thursday*)</b>
Nov 8		Dec 7	Jan 12
Nov 22	Dec 2	Dec 21	Jan 26
Dec 13	Dec 16	Jan 11	Feb 9
Only one meeting in January			
Jan 3	Jan 12 (Thursday)*	Feb 1	Mar 9
Jan 17	Jan 27	Feb 16 (Thursday)*	Mar 23
Jan 31	Feb 10	Mar 1	Apr 13
Only one meeting in March (Springbreak)			
Mar 7	Mar 17	Apr 5	May 11
Mar 21	Mar 31	Apr 19	May 25
Apr 4	Apr 14	May 3	Jun 8
Apr 18	Apr 28	May 17	Jun 22
May 9	May 19	Jun 7	Jul 13
May 23		Jun 21	Jul 27
Only one meeting in July (4th of July)			
Jun 20	Jun 30	Jul 19	Aug 24
Jul 5 (Wednesday)*	Jul 14	Aug 2	Sep 14
Jul 18	Jul 28	Aug 16	Sep 28
Aug 8	Aug 18	Sep 6	Oct 12
Aug 22	Sep 1	Sep 20	Oct 26
Sep 5	Sep 15	Oct 4	Nov 2
Sep 19	Sep 29	Oct 18	Nov 16
Oct 3	Oct 19	Nov 1	Dec 7
Oct 17	Oct 27	Nov 15	Dec 21
Nov 7	Nov 17	Dec 16	Jan 11
Nov 21	Dec 1	Dec 20	Jan 26
Dec 12	Dec 21	Jan 10	Feb 8

All information for platting and zoning submittals must be delivered to the Planning Department designated representative by the 12 Noon deadline on the date indicated as Submittal Day. Applications must be hand delivered by the applicant and/or authorized agent (no runners or couriers).

Target Council meeting dates are approximately 1 month after the P&Z meeting. For additional information, please contact Cecilia Chapa at 512-671-2727 or 512-218-5428.

**Notes:**

The Planning and Zoning Commission meetings are held at the City Council Chambers, located at 221 East Main Street, Round Rock, Texas 78664. **Meetings begin at 6:00 p.m.**

\* Day of week unless otherwise noted.

\*\* Zoning and Concept Plan notification deadlines. For Replat application deadlines, please contact staff.



**ROUND ROCK TEXAS**  
PLANNING AND DEVELOPMENT SERVICES

**Mayor**  
Craig Morgan

**Mayor Pro-Tem**  
Rene Flores

**Councilmembers**  
Michelle Ly  
Matthew Baker  
Frank Ortega  
Kristin Stevens  
Hilda Montgomery

**City Manager**  
Laurie Hadley

**City Attorney**  
Stephanie Sandre

October 28, 2022

**MEMORANDUM**

**TO:** Planning & Zoning Commission  
**FROM:** Brad Wiseman, AICP, PDS Director  
**DATE:** October 28, 2022  
**RE:** Rules of Procedure

Each year the Planning & Zoning Commission reviews the Rules of Procedure to determine if any changes are needed.

*These rules of procedure are established pursuant to the Code of Ordinances, Part III – Zoning and Development Code, Chapter 10-68(d)(5). The purpose of these rules and procedures is to assist the Planning and Zoning Commission (the “Commission”) and city staff in preparation of agendas and conduct of Commission meetings. These rules of procedure, intended to be used as guidelines, shall be reviewed at least annually and approved by majority vote of the Commissioners present at the meeting.*

Brad Wiseman, AICP  
PDS Director

## **City of Round Rock - P&Z Rules of Procedures**

### **Section 1: Purpose and Intent**

These rules of procedure are established pursuant to the Code of Ordinances, Part III – Zoning and Development Code, Chapter 10-68(d)(5). The purpose of these rules and procedures is to assist the Planning and Zoning Commission (the “Commission”) and city staff in preparation of agendas and conduct of Commission meetings. These rules of procedure, shall be reviewed at least annually and approved by majority vote of the Commissioners present at the meeting.

### **Section 2: Staff**

The Planning and Development Services Director (the “Director”) shall be the staff liaison to the Commission. The Director may designate staff member(s) to prepare agendas, produce meeting packets, take and prepare minutes, manage records and perform other duties necessary for the proper function of the Commission.

### **Section 3: Election of Officers**

In addition to the offices designated in Code of Ordinances, Part III – Zoning and Development Code, Chapter 10-68(d) (1), the Commission designates an additional office; Alternate Vice-Chair.

The Commission shall elect a chair, vice-chair and alternate vice-chair annually. The election shall be made at the later of either the first Commission meeting in November, or 2 months after the majority of the Commission positions have been filled by the City Council per the Code of Ordinances, Part III – Zoning and Development Code, Chapter 10-68(c). The Commission officers shall be elected by the majority vote of Commissioners present at the meeting.

If an officer position becomes vacant prior to expiration of its term, the Commission shall elect a new officer at the next regular Commission meeting. In the absence of the chair, vice-chair and alternate vice-chair, the first order of business shall be the election of a temporary chair. The election of a temporary chair does not survive the meeting in which it is made.

### **Section 4: Agenda**

- 4.1. Preparation. The Director shall prepare or cause to be prepared an agenda for each Commission meeting, work session, or retreat.
- 4.2. Order of the agenda. Agenda shall be generally organized as follows:
  - a. Call to order;
  - b. Roll call;
  - c. Pledges of allegiance;
  - d. Consent agenda items;
  - e. Meeting minutes;
  - f. Platting and zoning – public hearing required;
  - g. Platting – no public hearing;

## City of Round Rock - P&Z Rules of Procedures

- h. Presentations and other business
- i. Staff and Commission updates;
- j. Adjournment.

The Director shall have the authority to reorganize the agenda prior to its publication upon consideration of volume of projects under each category or anticipated public attendance. At the beginning of a Commission meeting, the chair may take items out of sequences if there are no objections from other Commissioners.

- 4.3. Public availability of agenda. In addition to the requirements of the Texas Open Meetings Act, V.T.C.A., Government Code Ch. 551, the Commission agenda and supporting materials, excluding exempt materials, shall be made available to any member of the public who properly requests it. However, any member of the public requesting the Commission packet or staff report(s), excluding exempt materials, shall pay all costs associated with the reproduction of the same. The Commission meeting agendas shall also be made available to the public on the city's internet website.
- 4.4. Consent agenda.
  - a. Definition. Any items to be brought before the Commission that do not require a public hearing and which are considered by the Director to be routine and noncontroversial, may be placed on the consent agenda.
  - b. Placement on consent agenda.
    - 1. All items placed on the consent agenda shall be noted and treated as one agenda item. Each item included on the consent agenda shall be numbered separately and be reasonably explained.
    - 2. The consent agenda portion of the printed agenda shall be preceded by an explanatory note to the public, in substantially the same wording as follows: "All matters listed hereunder as the consent agenda are considered to be routine by the Commission and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda upon the request of any Commission member and will be considered separately."
  - c. Consideration of items on consent agenda.
    - 1. Questions and explanation of consent agenda items will be permitted, but there shall be no general discussion or debate.
    - 2. The Commission shall vote on the consent agenda as one item, so passage of the consent agenda will be passage of each item included thereon. Failure to



## **City of Round Rock - P&Z Rules of Procedures**

pass the consent agenda will not defeat each item included thereon; in such event, each item shall be considered individually.

3. Prior to the consent agenda being voted upon, any item included thereon shall be removed upon the request of any Commission member. A request for removal from the consent agenda may be made either in writing or verbally. Any item removed from the consent agenda shall be considered as a separate action item at the meeting on which such item appears on the consent agenda.
- 4.5. Placement of agenda items by Commission members. Any Commission member may request the placement of any item on the agenda provided that at least one additional Commissioner supports the item to be placed on the agenda, at the next commission meeting. There is no vote on this request. A Commissioner may request the placement of any item on the agenda only during staff and Commission updates, as defined in Section 4.2.

### **Section 5: Conduct of Commission meetings**

- 5.1. Chair. All Commission meetings shall be presided over and conducted by the chair or, in his/her absence, the vice-chair. In the absence of the vice-chair, the meeting shall be presided by the alternate vice-chair.
- 5.2. Rules of Order. All meetings of the Commission shall be conducted generally in accordance with Robert's Rules of Order, in its most current revised edition. The Robert's Rules of Order shall be liberally interpreted and failure to fully comply shall not nullify any action by the Commission.
- 5.3. Parliamentarian. The city attorney, any assistant to the city attorney or in his/her absence the Director, shall be designated as parliamentarian and shall make rulings on parliamentary procedure when requested to do so by a Commission member or when the validity of a Commission action might be affected.
- 5.4. Call of agenda items. The chair may call each agenda item by number or short caption only. It shall not be necessary to call an agenda item by its complete caption.
- 5.5. Presentation by city staff. With the exception of the consent agenda, city staff shall make any presentation necessary for a public hearing or before any item on the agenda.
- 5.6. Presentation by applicant. Upon completion of presentation by staff, the applicant or his/her agent shall have the opportunity to present the item under consideration by the Commission. The presentation shall be limited to no more than 10 minutes. However, the chair may expand the time limit set forth up to 5 additional minutes if the presenter requests an extension and if no Commission member objects. If a Commission member objects to the presenter's request for an extension, then the Commission shall vote to approve or disapprove the request for extension.
- 5.7. Procedure for citizens addressing the Commission during public hearings.

## City of Round Rock - P&Z Rules of Procedures

- a. Any person wishing to address the Commission concerning a public hearing may do so provided that he or she limits such presentation to three minutes, and provided that he or she has previously delivered to the Commission chair a registration card identifying the public hearing item on which the person desires to address the Commission.
  - b. The registration card shall include the following information:
    - (i) Full name;
    - (ii) Business and/or residential address;
    - (iii) Business and/or residential telephone number;
    - (iv) Representation;
    - (v) The topic of the public hearing, or agenda number;
    - (vi) Brief statement of position, e.g., for or against an agenda item or summary of communication.
  - c. Persons addressing the Commission concerning a public hearing shall be limited to no more than three minutes. However, the chair may expand the time limit set forth up to one additional three-minute period if the presenter requests an extension and if no Commission member objects. If a Commission member objects to the presenter's request for an extension, then the Commission shall vote to approve or disapprove the request for extension.
  - d. If the number of persons signing up to address the Commission during a public hearing exceeds a total of ten, the chair may limit the time for each person to less than three minutes unless a Commission member objects. If a Commission member objects to the time limitation, then the Commission shall vote to approve or disapprove the time limitation.
  - e. The Director shall serve as timekeeper for any presentation made to the Commission.
  - f. The chair may deny any person the opportunity to address the Commission if the presentation made or offered is substantially repetitive of a presentation previously made or is not relevant to the matter for which the public hearing is held.
- 5.8. Discussion by Commission. Upon hearing presentations and closing the public hearing, the Commission may discuss and deliberate the item before them. The Commission may ask additional questions or seek clarifications from staff, the applicant or a member of the public.
- 5.9. Commission vote. The Commission Chairman shall state who made the motion and who provided a second. The Director shall maintain, and the minutes shall reflect, all votes made by the Commission in open meeting.