

**PLANNING AND ZONING COMMISSION
WEDNESDAY, NOVEMBER 4, 2015 AT 7:00 PM**

DRAFT - MEETING MINUTES

A. CALL TO ORDER

The Round Rock Planning and Zoning Commission met in Regular Session on November 4, 2015, 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 7:01 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 Rene Flores, Commissioner Jennifer Henderson, Commissioner Selicia Sanchez, and Commissioner Rob Wendt.

Planning and Development Services Department staff included Brad Wiseman, Bradley Dushkin, Clyde von Rosenberg, Laton Carr, and Veronica Chandler. Also present were Katie Baker from PARD, John Dean from Transportation, and Charlie Crossfield from the City attorney's office.

C. CONSENT AGENDA:

Agenda items C1, C2, C4, C5, C6, and C7 were approved on consent. Agenda item C3 was pulled for discussion.

- C1. Consider approval of the minutes for the October 21, 2015, Planning and Zoning Commission meeting.**
- C2. Consider approval of the Final Plat for Cedar Ridge Assisted Living. Generally located northeast of the intersection of Double Creek Dr. and Louis Henna Blvd. Case No. FP1510-002**
- C4. Consider approval of the Final Plat for Vizcaya Western Amenity Center Phase 1 and 2. Generally located at the intersection of Caruso Ln. and Mazaro Way. Case No. FP1510-006**
- C5. Consider approval of the revised Preliminary Plat for University Village North, Sections 3 & 4. Generally located on the east side of Sandy Brook Dr. and south of University Blvd. Case No. PP1510-001**
- C6. Consider approval of the Final Plat for University Village Office Condos. Generally located on the east side of Sandy Brook Dr. and South of University Blvd. Case No. FP1510-004**
- C7. Consider approval of the Final Plat for Capital Gymnastics. Generally located on the west side of Campus Village Dr. and south of University Blvd. Case No. FP1510-005**

Motion: Motion by Vice Chair Bone, second by Commissioner Henderson to approve agenda items C1, C2, C4, C5, C6, and C7 as presented.

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

- C3. Consider approval of the Final Plat for The Grove at Kenney Fort. Generally located on the northwest of the intersection of Forest Creek Dr. and S. Kenney Fort Blvd. Case No. FP1510-003**

Commissioner Flores recused himself from the discussion and voting on item C3 and left the Council Chamber.

Mr. von Rosenberg briefly reviewed the application stating this 26 acre tract had recently been rezoned for single family common lot town homes.

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

Motion: Motion by Vice Chair Bone, second by Commissioner Doss to approve as conditioned.

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Bryan, Commissioner Doss, Commissioner Henderson, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 8 - 0. The motion carried unanimously.

Commissioner Flores returned to the Council Chamber following the vote.

D. PLATTING AND ZONING:

D1. Consider approval of the Preliminary Plat for Gardens at Mayfield Ranch. Generally located on the northeast corner of CR175 and Future Arterial H. Case No. PP1507-001

Vice Chair Bone recused himself from the discussion and voting on items D1 and D2 and left the Council Chamber.

Mr. von Rosenberg briefly gave background information stating this land had been recently annexed and zoned. He explained the applicant is proposing three lots in the Preliminary Plat. Lot numbers 1 and 3 will be used for commercial and lot number 2 will be used for single family common lot development.

Mr. von Rosenberg explained that to make sure the subdivision wall is built an adequate distance from the proposed waterline in Arterial H the following condition was added to the plat: "Subdivision wall adjacent to Arterial H shall be located according to City Utilities Design and Construction Standards, Section 1.7.2 (B) (4) and (16)". He also stated that the subdivision wall will be outside the PUE (Public Utility Easement).

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

Motion: Motion by Commissioner Flores, second by Commissioner Bryan to recommend approval as conditioned.

Vote: AYES: Chairman Pavliska, Commissioner Baker, Commissioner Bryan, Commissioner Doss, Commissioner Flores, Commissioner Henderson, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 8 - 0. The motion carried unanimously.

D2. Consider approval of the Final Plat for Gardens at Mayfield Ranch. Generally located on the northeast corner of CR175 and Future Arterial H. Case No. FP1509-002

Mr. von Rosenberg stated that the proposed application consisted of two development lots, lots 1 and 2.

He explained that, at this time, the applicant will not complete the Final Plat for lot 3 because the design for Arterial H had not yet been finalized. He also stated that lot 3 could not be platted until the drainage impact was determined.

Mr. Dean with the Transportation Department explained that Williamson County is working on the design of Arterial H and that the road will be built to City standards.

Following a brief discussion a motion was offered to recommend approval as conditioned.

Motion: Motion by Commissioner Baker, second by Commissioner Sanchez to recommend approval as conditioned.

Vote: AYES: Chairman Pavliska, Commissioner Baker, Commissioner Bryan, Commissioner Doss, Commissioner Flores, Commissioner Henderson, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 8 - 0. The motion carried unanimously.

Vice Chair Bone returned to the Council Chamber following the vote.

D3. Consider approval of the Final Plat for Vizcaya Phase 3B. Generally located north of Pietra Ln. and Caruso Ln. Case No. FP1510-007

Mr. Dushkin briefly reviewed the application stating that this development phase contained 87 lots, of which 79 were residential and about 19 acres of parkland/drainage easement. He also explained that casita and standard size lots were being proposed for this development.

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

Motion: Motion by Commissioner Flores, second by Commissioner Doss to recommend approval as conditioned.

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

D4. Consider public testimony and approval to Replat 1.15 acres of Lot 8, Block 3, Round Rock North Industrial Business Park Section II. Generally located at the northwest corner of the intersection of Texas Ave. and Enterprise Dr. Case No. FP1509-003

Mr. Dushkin gave a brief overview of the application explaining that the purpose of the application was to draw a new property line to create two lots. One of the lots will contain the existing structure and improvements and the other lot will be vacant.

Chairman Pavliska opened the public hearing and asked for 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 to recommend approval as conditioned.

Motion: Motion by Commissioner Baker, second by Commissioner Bryan to recommend approval as conditioned.

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

D5. Consider public testimony and approval to Replat the Round Rock Express Subdivision Section 3, a Replat of remainder of Lot 6, Block C and a Final Plat of 32.95 acres out of the Joseph Marshall Survey. Generally located northwest of the intersection of E. Palm Valley Blvd. and Nolan Ryan Blvd. Case No. FP1510-001

Vice Chair Bone and Commissioner Henderson recused themselves from the discussion and voting on item D5 and left the Council Chamber.

Mr. von Rosenberg briefly gave background information regarding this application stating that most of this tract was recently rezoned to a Planned Unit Development (PUD).

He explained that this project contained several special purpose lots and stated that one of the special purpose lots is a non-residential private street, which meets the private streets ordinance and will allow for street frontage to lot 1A. He also stated, that according to the PUD requirements, sidewalks will be built on both sides next to the non-residential private street.

The owner's representative, Mr. Terry Hagood, with Hagood Engineering, was available to answer questions.

Mr. Dean stated, that to help with traffic flow, the entrance will need to be signalized. He also explained that the Traffic Impact Analysis (TIA) report indicated improvements to change the left turn and add a couple of right turn deceleration lanes.

Chairman Pavliska opened the public hearing and asked for 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 to recommend approval as conditioned.

Motion: Motion by Commissioner Bryan, second by Commissioner Sanchez to recommend approval as conditioned.

Vote: AYES: Chairman Pavliska, Commissioner Baker, Commissioner Bryan, Commissioner Doss, Commissioner Flores, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 7 - 0. The motion carried unanimously.

Vice Chair Bone and Commissioner Henderson returned to the Council Chamber following the vote.

D6. Consider public testimony and a recommendation to approve the request filed by Nicole Adair Stephens, for the rezoning of a 0.20 acre tract of land from SF-2 (Single-family – standard lot) District to MU-L (Mixed-use limited) District. Generally located on the southeast corner of the intersection of Pecan Ave. and Circle Ave. Case No. ZON1508-001

Mr. Dushkin reviewed the application stating that the applicant requested rezoning from SF-2 (Single Family – Standard Lot) to MU-L (Mixed Use – Limited). He explained that MU-L is the least intense downtown mixed used district and that its standards are more suited for conversions rather than new construction.

Mr. Dushkin listed the permitted uses and said that the long driveway onto Circle Ave. will accommodate parking needs.

He also explained that, during the property survey, it was revealed that an existing building was encroaching onto the two neighboring properties located to south of the subject tract. The owner purchased the two slivers of land next to her property to accommodate the existing building and to make sure that the entire building was on one single lot.

The owner, Ms. Nicole Stephens, 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. Ms. Cathey Carter, 606 Pecan Ave., spoke during the public hearing and informed the commission about the existing retaining wall along Pecan Ave.

Following a brief discussion a motion was offered to recommend approval.

Motion: Motion by Commissioner Henderson, second by Commissioner Wendt to recommend approval.

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

D7. Consider public testimony and a recommendation to approve the request filed by HR 79 Investment LTD., for the rezoning of a 20.79 acre tract of land from C-1 and SF-2 (General commercial and Single-family – standard lot) Districts to PUD (Planned Unit Development) to be known as HR 79 Investment PUD. Generally located northeast of the intersection of E. Palm Valley Blvd. and N. A.W. Grimes Blvd. Case No. ZON1508-002

Mr. von Rosenberg reviewed the proposed Planned Unit Development (PUD). He explained that the proposed Concept Plan was included in the PUD and that this PUD will allow single family lots on the northern portion of the site during Phase One, and Commercial lots on the southern portion, along Palm Valley Boulevard during Phase Two.

He stated that under the current zoning, commercial uses for the lots along Palm Valley Boulevard were not allowed. He also explained the proposed PUD features and the prohibited commercial uses for this PUD.

Mr. von Rosenberg informed the Commission that access to the site will be provided from an existing easement to the west, connecting with A.W. Grimes Boulevard and from a proposed easement on the east side of the property, connecting with Palm Valley Boulevard. He stated that these two entry points will provide the required emergency access to the residential portion of the development.

He also explained that a future dedicated street will border the western side of the property, connecting to Palm Valley Boulevard. The right-of-way for this street will straddle the property line between the subject tract and the adjacent property to the west. Mr. von Rosenberg mentioned that an existing driveway had been built on the adjacent property and that the developer will be required to dedicate right-of-way for the future street at this location and expand the existing driveway in order to serve Lot 4. Finally, he stated that the City had agreed to allow for a temporary access to Lot 4 until the street was built.

The owner, Mr. David Bodenman, was available to answer questions.

Mr. Dean with the Transportation Department stated that City staff had been working with Texas Department of Transportation (TxDOT) for an interim solution along Palm Valley Boulevard because the installation of a signal light at the intersection is cost prohibitive.

Mr. Dean noted that a proposed site plan had been turned in and that it showed significantly higher traffic generators for lots 1, 2, and 3. He explained that an updated Traffic Impact Analysis (TIA) report will need to be submitted.

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

Following a discussion regarding a subdivision wall, landscape buffer, traffic, and site access, a motion was offered to recommend to change the language in Section 7.2 (d) to read as follows: The driveway shall be privately maintained, until and unless the City desires to own, operate, and maintain said driveway.

Motion: Motion by Vice Chair Bone, second by Commissioner Bryan to recommend approval with updated language to Section 7.2 (d).

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Bryan, Commissioner Doss, Commissioner Flores, Commissioner Henderson, 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.

Ms. Wiseman informed the Commission that City Council had not taken action on any Commission related item since the last Commission meeting.

F. ADJOURNMENT

There being no further discussion, the meeting adjourned at 8:10 p.m.

Respectfully Submitted,

Veronica Chandler, Planning Tech