

**PLANNING AND ZONING COMMISSION  
WEDNESDAY, JUNE 1, 2016 AT 7:00 PM**

**DRAFT - MEETING MINUTES**

**A. CALL TO ORDER**

The Round Rock Planning and Zoning Commission met in regular session on June 1, 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 were Chairman David Pavliska, Vice Chair J. Hollis Bone, Commissioner Matthew Baker, Commissioner Michael Doss, Commissioner Jennifer Henderson, Commissioner Greg Rabaey, Commissioner Selicia Sanchez, and Commissioner Rob Wendt. Commissioner Stacie Bryan was absent.

Planning and Development Services Department staff included Brad Wiseman, David Fowler, Bradley Dushkin, Aniel Naik, and Veronica Chandler. Also present were Gerald Pohlmeier from the Transportation Department, Joe Brehm from the Administration Department, and Charlie Crossfield from the City attorney's office.

**C. APPROVAL OF MINUTES:**

**C1. Consider approval of the minutes for the May 18, 2016, Planning and Zoning Commission meeting.**

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

**Motion:** Motion by Commissioner Doss, second by Commissioner Baker to approve the May 18, 2016, meeting minutes.

**Vote: AYES:** Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Doss, Commissioner Henderson, Commissioner Rabaey, and Commissioner Wendt. Vote to approve: 7 - 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 stated the applicant requested this item to be postponed for the June 15, 2016, Planning and Zoning meeting.

The owner's representative, Mr. Joe Vining, was available to answer questions.

**Motion:** Motion by Commissioner Henderson, second by Commissioner Rabaey to table the item for the June 15, 2016, Planning and Zoning meeting.

**Vote: AYES:** Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Doss, Commissioner Henderson, Commissioner Rabaey, and Commissioner Wendt. Vote to approve: 7 - 0. The motion carried unanimously.

**D2. Consider approval of the Vizcaya Revised Preliminary Plat. Generally located northeast of the intersection of University Blvd. and N. A.W. Grimes Blvd. Case No. PP1605-001**

Mr. Fowler gave a brief overview of the proposed application and explained that the purpose of the Revised Preliminary Plat was to reflect changes in recent phases that changed the number of lots and street geometry. Furthermore, he stated that the applicant proposed changes in the number of residential lots and the proportions of lot types. The proposed changes were in accordance with the Planned Unit Development (PUD) requirements.

Mr. Fowler explained that Staff recommended approval with the conditions listed in the staff report and added the following condition: "Rename Villagio View. Proposed name is too similar to Bellagio Terrace, located elsewhere in Vizcaya. Also, edit document graphics to remove conflicts of phase lines and other lines with the street name layer so the street names are clearly visible".

Following a discussion, a motion was offered.

**Motion:** Motion by Vice Chair Bone, second by Commissioner Doss to approve the Final Plat as conditioned.

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

**(Commissioner Sanchez arrived during this item.)**

**D3. Consider public testimony and a recommendation to approve the proposed amendments to the City of Round Rock Code of Ordinances (2010 Edition) regarding fence maintenance requirements and landscape screening requirements for dumpsters and trash receptacles.**

Mr. Dushkin stated that agenda item D3 contained 2 amendments: 1) Fence maintenance requirements and 2) Landscape screening requirements for dumpsters and trash receptacles.

He explained that the fence maintenance amendment will require maintenance and repair of residential fences in single family and two family zoning districts. He also stated that the Code Enforcement Division has received a great number of complaints regarding damaged fences; however, lack of ordinance prevented the City from requiring corrective action.

He also listed the proposed requirements and where they will apply. Mr. Dushkin briefly reviewed other cities' fence requirements stating that City of Round Rock was one of the only cities without a fence ordinance.

Mr. Dushkin continued by reviewing the landscape screening for dumpsters ordinance stating that the proposed amendment will remove two words "one or" from the Code to reflect the original intent of the ordinance. He explained that the code language allowed the developer a choice between a masonry wall around three sides with opaque gate on the 4<sup>th</sup> side or shrubs around three sides of dumpster pad; however, the intent was to require both a masonry wall and shrubs.

Staff recommended approval of both ordinances as follows: 1) Fence maintenance requirements: change time to come into compliance from 30 days to 45 days; 2) Landscape screening requirements for dumpsters: as proposed.

Chairman Pavliska opened the public hearing and asked for anyone wishing to speak for or against this item to come forward. The following Round Rock residents spoke during the public hearing: Richard Griffin, 606 Parkview Dr.; Mike Freeman, 1706 Oak Ridge; and James Buchanan, 3616 Meadow Park Dr. Seeing no additional speakers, Chairman Pavliska closed the public hearing.

In summary, Mr. Griffin did not support the ordinance explaining one of his concerns included the cost of enforcing the ordinance. Mr. Freeman and Mr. Buchanan conveyed support towards the fence ordinance stating that property values were affected by the condition of the neighborhood.

Following a discussion, a motion was offered.

**Motion:** Motion by Commissioner Baker, second by Commissioner Sanchez to recommend approval of the code amendments. The following two modifications were added to the fence maintenance ordinance: 1) Extend the timeframe from 45 days to 60 days to repair/remove

fence; 2) Update Sec. (b)(2) as follows: A fence shall not have any broken, loose, damaged or rotted components having a combined total area of twenty (20) square feet within any 50 linear feet of fence.

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

**E. STAFF REPORT:**

**E1. Consider a presentation and an update regarding the Development Services Office (DSO).**

Mr. Aneil Naik, Development Services Manager, reviewed the status of current site development projects.

**E2. Consider an update regarding Council actions related to Planning and Zoning items.**

Mr. Wiseman informed the Commission that City Council approved a 150-acre annexation development agreement in the northeast part of town. He stated that the purpose of the development agreement was to make sure development does not occur without regulatory oversight.

He continued by explaining that a development agreement was necessary because state law prohibits involuntary annexation to land that has an agricultural exemption; as long as the land continues to have an agricultural exemption, a development agreement must be offered.

**F. ADJOURNMENT**

There being no further discussion, the meeting adjourned at 8:28 p.m.

Respectfully Submitted,

Veronica Chandler, Planning Tech