

**PLANNING AND ZONING COMMISSION  
WEDNESDAY, NOVEMBER 16, 2016 AT 7:00 PM**

**DRAFT - MEETING MINUTES**

**A. CALL TO ORDER**

The Round Rock Planning and Zoning Commission met in regular session on November 16, 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 7:03 p.m.

**B. ROLL CALL**

Present were Chairman David Pavliska, Vice Chair J. Hollis Bone, Commissioner Matthew Baker, Commissioner Stacie Bryan, Commissioner Michael Doss, Commissioner Jennifer Henderson, Commissioner Greg Rabaey, Commissioner Selicia Sanchez, and Commissioner Rob Wendt.

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

**C. PLEDGES OF ALLEGIANCE**

**D. CONSENT AGENDA:**

**D1. Consider approval of the minutes for the November 1, 2016, Planning and Zoning Commission meeting.**

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

**Motion:** Motion by Commissioner Baker, second by Commissioner Henderson to approve agenda item D1 as presented.

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

**E. PLATTING:**

**E1. Consider approval of the Final Plat for Pioneer Point. Generally located on the northeast of the intersection of E. Old Settlers Blvd. and N. A.W. Grimes Blvd. Case No. FP1605-002**

Mr. Fowler briefly gave background information about the proposed project explaining that the Final Plat was for a detached single-family development in a single lot. He stated that the residents will be served by private drive aisles and not by city streets. No Traffic Impact Analysis (TIA) nor public utility improvements are required this project. Staff recommended approval as conditioned.

The owner's representative, Mr. Geoff Guerrero, with Carlson, Brigrance & Doering, Inc., was available to answer questions.

Following a brief discussion, a motion was offered.

**Motion:** Motion by Commissioner Sanchez, second by Commissioner Bryan to approve as presented.

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

**F. PRESENTATION AND PUBLIC HEARING:**

**F1. Consider a presentation and a public hearing regarding the proposed Round Rock Zoning and Development Code.**

Mr. Dushkin explained the purpose of the code revision and provided background information on the project. During the presentation, Mr. Dushkin expressed the importance of the Development Code and explained that the purpose of the code was to govern future land development in the city, help shape the way the built environment looks and functions, and create a code that is user friendly.

Amendments to the following policies were discussed: subdivision platting, landscaping and tree preservation, site development, signs, the Historic Preservation program, and building design standards. Also, he briefly explained other cities requirements for exterior wall finish and minor plats. Finally, Mr. Dushkin stated that a final update will be provided on the December 7, 2016, Planning and Zoning (P&Z) meeting. Tentatively, the Commission will give a recommendation on the December 21, 2016, P&Z meeting and the Development Code will be presented to City Council in January and February 2017.

Chairman Pavliska opened the public hearing and asked anyone wishing to speak for or against his item to come forward. The following persons spoke during the public hearing: 1) Cathy Carter, 606 Pecan Ave.; 2) John Moman, 1701 Johnson Way; and 3) Kelly Sadler, Texas Masonry Council representative. In summary, the following topics were discussed: limit to the number of bars in the downtown area, building materials allowed in the code, the addition of another single-family district, alternative options for building designs, miscellaneous suggestions to Code language, and support of masonry materials use.

The Commission discussed the proposed changes and suggestions to the Development Code. The presentation was for informational purposes only and no motion was required.

**G. STAFF REPORT:**

**G1. Consider an update regarding Council actions related to Planning and Zoning items.**

Mr. Wiseman stated there were no City Council updates since the last Planning and Zoning meeting.

**H. ADJOURNMENT**

There being no further discussion, the meeting adjourned at 8:31 p.m.

Respectfully Submitted,

Veronica Chandler, Planning Tech