

**PLANNING AND ZONING COMMISSION  
WEDNESDAY, FEBRUARY 1, 2017 AT 7:00 PM**

**DRAFT - MEETING MINUTES**

**A. CALL TO ORDER**

The Round Rock Planning and Zoning Commission met in regular session on February 1, 2017, 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 were Chairman David Pavliska, Commissioner Matthew Baker, Commissioner Stacie Bryan, Commissioner Jennifer Henderson, Commissioner Selicia Sanchez, and Commissioner Rob Wendt. Commissioner Greg Rabaey was absent.

Planning and Development Services Department staff included Brad Wiseman, Susan Brennan, David Fowler, Laton Carr, 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. ELECTION OF OFFICER:**

**D1. Consider the nomination and election of a Vice Chairperson.**

Chairman Pavliska thanked Vice Chair Bone for his service in the Planning and Zoning Commission and opened the floor for nominations. One nomination was made.

**Motion:** Motion by Commissioner Wendt, second by Commissioner Bryan to nominate Commissioner Matt Baker as Vice Chairperson.

**Vote: AYES:** Chairman Pavliska, Commissioner Baker, Commissioner Bryan, Commissioner Henderson, and Commissioner Wendt. Vote to approve: 5 - 0. The motion carried unanimously.

**E. APPROVAL OF MINUTES:**

**E1. Consider approval of the minutes for the January 4, 2017, Planning and Zoning Commission meeting.**

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

**Motion:** Motion by Commissioner Bryan, second by Commissioner Henderson to approve Agenda Item D1 as presented.

**Vote: AYES:** Chairman Pavliska, Vice Chair Baker, Commissioner Bryan, Commissioner Henderson, and Commissioner Wendt. Vote to approve: 5 - 0. The motion carried unanimously.

**F. POSTPONED WITH PUBLIC HEARING:**

Commissioner Sanchez arrived during this item.

**F1. Consider public testimony and approval of the request filed by Jacobs Engineering, on behalf of the owners, Tres Habaneros/Shepherd, Ltd. and SPG Round Rock NS, L.P., to Replat Lot 2B, of the CPG Partners Commercial Tract Replat. Generally located northwest of the intersection of Bass Pro Dr. and N. Mays St. Case No. FP1701-003**

Mr. Fowler stated the applicant requested this item to be postponed for the February 15, 2017, Planning and Zoning meeting.

Chairman Pavliska opened the public hearing and asked for anyone wishing to speak for or against this item to come forward; no speakers came forward. The public hearing was continued for the February 15, 2017, meeting.

No motion was offered.

## **G. PLATTING:**

### **G1. Consider approval of the Hope Lutheran Church Final Plat. Generally located on the west side of CR 175, north of The Outer Ave. Case No. FP1701-001**

Commissioner Henderson recused herself from the discussion and voting on item G1 and left the Council Chamber.

Mr. Fowler briefly gave background information about the proposed project, explaining that the project tract was located in Round Rock's ETJ (Extra Territorial Jurisdiction). He stated that the purpose of the application was to remove a property line and create a single lot. He explained that this plat was triggered by the need of an on-site facilities permit. Staff recommended approval as conditioned.

The owner's representative, Ms. Raquel Ramirez, with Hagood Engineering Associates, was available to answer questions.

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

**Motion:** Motion by Commissioner Sanchez, second by Vice Chair Baker to approve as conditioned.

**Vote: AYES:** Chairman Pavliska, Vice Chair Baker, Commissioner Bryan, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 5 - 0. The motion carried unanimously.

Commissioner Henderson returned to the Council Chamber following the vote.

### **G2. Consider approval of the Vizcaya Western Amenity Center, Phase 1 and 2. Generally located at the intersection of Caruso Ln. and Mazaro Way. No. FP1612-002**

Mr. Fowler briefly reviewed the application stating that the purpose of the application was to transfer the landscape lot located on the north side of the plat to the Vizcaya, Phase 3E Final Plat. He noted that that Vizcaya, Phase 3E was Agenda Item G3. Staff recommended approval as conditioned.

The owner's representative, Mr. Michael Fisher, with Pape-Dawson Engineers, was available to answer questions.

Following a brief discussion, a motion was offered.

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

**Vote: AYES:** Chairman Pavliska, Vice Chair Baker, Commissioner Bryan, Commissioner Henderson, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 6 - 0. The motion carried unanimously.

### **G3. Consider approval of the Vizcaya, Phase 3E Final Plat. Generally located to the west of Caruso Ln. Case No. FP1701-002**

Mr. Fowler explained that this plat was located north of the Vizcaya Western Amenity Center Plat, Agenda Item G2, stating that the purpose of the application was to include the landscape lot that was previously part of the Vizcaya Western Amenity Center. Mr. Fowler explained that the original Vizcaya, Phase 3E Final Plat was approved on March 2016, however, it was never recorded. He also stated that this application was in compliance with the Revised Preliminary Plat approved in December 2016. Staff recommended approval as conditioned.

The owner's representative, Mr. Michael Fisher, with Pape-Dawson Engineers, was available to answer questions.

Following a brief discussion, a motion was offered.

**Motion:** Motion by Commissioner Henderson, second by Commissioner Sanchez to approve as conditioned.

**Vote: AYES:** Chairman Pavliska, Vice Chair Baker, Commissioner Bryan, Commissioner Henderson, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 6 - 0. The motion carried unanimously.

**G4. Consider approval of the Mesa Creek Office Building, Phase 1 Final Plat. Generally located on the south side of E. Old Settlers Blvd. between Greenhill Dr. and W. Mesa Park Dr. Case No. FP1701-004**

Mr. Fowler reviewed the proposed application stating that the plat consisted of two lots with a drainage area. He explained that the applicant proposed an office building in lot 1 (smaller lot) and that lot 2 will have street access via lot 1 and the neighboring lot.

The owner's representative, Mr. Justin Madding, with Halff Associates, was available to answer questions.

Following a brief discussion, a motion was offered.

**Motion:** Motion by Vice Chair Baker, second by Commissioner Bryan to approve as conditioned.

**Vote: AYES:** Chairman Pavliska, Vice Chair Baker, Commissioner Bryan, Commissioner Henderson, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 6 - 0. The motion carried unanimously.

**H. STAFF REPORT:**

**H1. Consider an update regarding Council actions related to Planning and Zoning items.**

Mr. Wiseman stated that the Westview Annexation and the Annexation Development Agreement with Mildred Sauls had been approved by City Council. He explained that the Sauls Annexation Development Agreement guaranteed that the property will not be developed outside city limits. He explained that the land will need to be annexed into the City and meet the platting requirements if the owner decides to develop the land.

**I. ADJOURNMENT**

There being no further discussion, the meeting adjourned at 7:22 p.m.

Respectfully Submitted,

Veronica Chandler, Planning Tech