

**PLANNING AND ZONING COMMISSION  
WEDNESDAY, AUGUST 15, 2018 AT 6:00 PM**

**DRAFT - MEETING MINUTES**

**A. CALL TO ORDER**

The Round Rock Planning and Zoning Commission met in regular session on August 15, 2018, 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 6:00 p.m.

**B. ROLL CALL**

Present were Chairman David Pavliska, Vice Chair Rob Wendt, Commissioner Stacie Bryan, Commissioner Casey Clawson, Commissioner Jennifer Henderson, Commissioner Selicia Sanchez, and Commissioner Jennifer Sellers. Commissioner Greg Rabaey was absent.

Planning and Development Services Department staff included Brad Wiseman, Clyde von Rosenberg, Erin Smith, Juan Enriquez, Laton Carr, Robin Vietz, 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. APPROVAL OF MINUTES:**

**D1. Consider approval of the minutes for the August 1, 2018 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 Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Sanchez, and Commissioner Sellers. Vote to approve: 7 - 0. The motion carried unanimously.

**E. PLATTING & ZONING:**

**E1. Consider public testimony and action concerning the request filed by Coats Rose, PC, on behalf of the property owners, Vera Mae Smith Trust, Deborah Lynn Stanford, et al, for the original zoning of 25.73 acres of land to Planned Unit Development to be known as the Clear Creek Ranch PUD, generally located south of the intersection of Sam Bass Rd. and W. Old Settlers Blvd. Case No. ZON1807-002**

Mr. von Rosenberg gave a brief overview of the application explaining that the purpose of the application was to zone 25.73 acres of land to a PUD (Planned Unit Development). He noted that the property is currently located in the ETJ (Extraterritorial Jurisdiction), however, the applicant plans to submit an application for annexation. The annexation will be considered before City Council considers the proposed zoning.

He also explained that the proposed PUD included a maximum of 120 single family detached units on a common lot. Design guidelines were discussed noting that each unit will have a private external entrance, private parking, and a private yard area. The proposed access to the site, the exterior finish, and private aisles requirements were also discussed.

Mr. von Rosenberg stated that the units will be sold as condominiums and maintenance of the shared areas and private drive aisles will be the responsibility of the HOA (Home Owners Association). It was also noted that a masonry wall will be built along Sam Bass Road to meet the Subdivision Code requirement and that the access locations on Sam Bass Road will be part of the site plan approval.

Finally, Mr. von Rosenberg informed the Commission that a letter from the American Tower Corporation was received stating that a fall zone was not necessary; he finished his presentation by briefly discussing the public notice requirements and the City's notification process for public hearings.

The property owners' representative Mr. John Joseph, with Coats Rose, PC, gave a presentation and was available to answer questions.

Chairman Pavliska opened the public hearing and asked anyone wishing to speak for or against this item to come forward. The following Round Rock residents spoke during the public hearing: 1) Margaret Moore, 3019 Bent Tree Loop; 2) Galen Verret, 1 Tiffany Trl.; 3) Jerry Wesson, 1804 Brokenshoe Cv.; 4) Charu Slawek Robertson, 1802 Brokenshoe Cv.; 5) William Mosley, 1710 Creek Bend Cir.; 6) Terry Cook, County Commissioner for District 1, 3116 Golden Oak Cir.; 7) Tricia Ashley, 1700 Creek Bend Cir.; 8) Virginia Christy, 1714 Creek Bend Cir.; 9) Mark Hunt, 2601 Sam Bass Rd.; 10) Julie McKean, 1805 Brokenshoe Cv.; 11) Sandra Granados, 1716 Creek Bend Cir.; 12) Patricia Weiner, 1712 Creek Bend Cir.; 13) Alecia Taylor, 1703 Ryon Ln. Seeing no additional speakers, Chairman Pavliska closed the public hearing.

In summary, speakers expressed concerns about safety, existing and future traffic on Sam Bass Road, crime, and noise that the proposed development will create in the neighboring community. They also had questions about flood/drainage, environmental study, and private aisles maintenance.

Mr. Carr with the Planning and Development Services Department stated that the floodplain will be reviewed during the platting and site plan process. He also explained that phase one of the environmental assessment had been completed and that endangered species were addressed in this study; no endangered species were found. Mr. Carr noted that all private aisles will be required to meet City standards.

Mr. Pohlmeier with the Transportation Department stated Sam Bass Road was identified in the Transportation Master Plan as a road that will need to be improved; however, there are no plans to work on the road anytime soon. He noted that since Sam Bass Road is a two-lane road, turn lanes in the proposed development might help alleviate through traffic in Sam Bass Road.

Following a discussion regarding traffic on Sam Bass Road, floodplain, noise, building setbacks, and parking on the access easement, a motion was offered.

**Motion:** Motion by Commissioner Henderson, second by Commissioner Clawson to recommend for City Council approval removing the condition listed in the staff report and adding the following condition:

1. Amend Exhibit B (Concept Plan) to add a note that the location of the street access points are estimated and the actual locations will be determined by the site plan.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Sanchez, and Commissioner Sellers.

**NAYS:** Commissioner Bryan. Vote: 6-1. The motion carried.

**The Commission took a short recess at 7:49 pm and reconvened at 7:56 pm.**

**E2. Consider approval of the Vizcaya Revised Preliminary Plat, generally located northeast of the intersection of N. A.W. Grimes Blvd. and University Blvd. Case No. PP1806-001**

Mr. Enriquez briefly gave background information about the application and explained that the reason for the revised preliminary plat was to review a proposed cul-de-sac exceeding the maximum code specified length of 600 linear feet and to increase the number of single-family development lots from 1215 to 1225. Mr. Enriquez continued explaining that the Fire Department reviewed and approved the extension of the cul-de-sac with the condition that the applicant provided an emergency access lot to serve as a secondary means of access since there are more than 29 residential units in the cul-de-sac. Staff recommended approval of the revised preliminary plat as conditioned.

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

Mr. Pohlmeier with the Transportation Department stated that the City's preference was to have a public road connection to Westinghouse Rd. (CR 111) or to connect the two cul-de-sacs, Miletto Cove and Corelli Falls, instead of having an emergency access lot.

Following a discussion regarding the road connection, a motion was offered.

**Motion:** Motion by Commissioner Clawson, second by Commissioner Sanchez to add the following condition:

The preliminary plat shall be revised to show a full public street connection, built to City standards, between Miletto Cove and Corelli Falls. Miletto Cove and Corelli Falls shall then be renamed Miletto Drive to the west side of Pietra Lane.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Sanchez, and Commissioner Sellers. **NAYS:** Commissioner Henderson. Vote: 6-1. The motion carried.

**Motion:** Motion by Commissioner Bryan, second by Commissioner Sanchez to approve the revised preliminary plat with the added condition and to remove the two conditions in the staff report.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Sanchez, and Commissioner Sellers. **NAYS:** Commissioner Henderson. Vote: 6-1. The motion carried.

**E3. Consider approval of the Vizcaya 4D Final Plat, generally located north of Verano Bnd. Case No. FP1806-001**

Mr. Enriquez briefly gave an overview of the application stating that Vizcaya Phase 4D contained 28 casita lots and 1 open space lot. Staff recommended approval of the final plat as conditioned.

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

Following a brief discussion, a motion was offered.

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

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Sanchez, and Commissioner Sellers. Vote to approve: 7 - 0. The motion carried unanimously.

**F. STAFF REPORT:**

**F1. Consider an update regarding Council actions related to Planning and Zoning items.**

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

**G. ADJOURNMENT**

There being no further discussion, the meeting adjourned at 8:38 p.m.

Respectfully Submitted

Veronica Chandler, Planning Tech