

**ZONING BOARD OF ADJUSTMENT
THURSDAY, MARCH 13, 2018 AT 5:30 PM**

DRAFT - MEETING MINUTES

A. CALL TO ORDER

The Round Rock Zoning Board of Adjustment met in regular session on March 13, 2018, in the Round Rock City Council Chambers located at 221 East Main Street. With a quorum present, Chairman Robert Eskridge called the meeting to order at 5:30 p.m.

B. ROLL CALL

Present were Chairman Robert Eskridge, Vice-Chair Patrick Gove, Boardmember Lora Kaasch, Alternate Boardmember Rick Villarreal, and Alternate Boardmember Andrew Wolfe.

Planning and Development Services Department staff included Diane Buck, Erin Smith, Jorge Scott, Juan Enriquez, and Veronica Chandler.

C. APPROVAL OF MINUTES:

C1. Consider approval of the minutes for the January 18, 2018, Zoning Board of Adjustment meeting.

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

Motion: Motion by Vice-Chair Gove, second by Alt. Boardmember Villarreal to approve Agenda Item C1 as presented.

Vote: AYE: Chairperson Eskridge, Vice-Chair Gove, Boardmember Kaasch, Alt. Boardmember Villarreal, and Alt. Boardmember Wolfe. **NAY:** None. The vote was 5-0.

D. ACTION ITEMS:

D1. Consider public testimony and an action regarding an application for a variance to allow a building encroachment in the rear setback of a single-family home in accordance with Section 46-100, Chapter 46 of the City of Round Rock Code of Ordinances, 2010 Edition, located at 1104 Jillian Ct. Case No. ZBA1802-001

Mr. Enriquez briefly reviewed the application stating that the variance request was to decrease the rear yard setback for a residential structure from 10 feet to 8-feet, 3-inches. He explained that PUD #98 (Madsen Ranch Subdivision) requires a 10-foot required minimum rear yard setback between building structures and the property line; however, the existing residential structure was encroaching 1-foot, 9-inches into the minimum required rear yard setback.

Mr. Enriquez explained that the discrepancy was discovered during the survey process and the applicant brought the issue to the attention of City staff so it could be resolved. Mr. Enriquez stated that prior to applying for a variance different options were considered, including an administrative adjustment and reducing the length of the back patio to minimum rear setback. He explained that removing a portion of the structure was not an option because the integrity of the entire house would be compromised due to the building design; therefore, the only solution was to apply for a variance. He explained that to approve the application the following criteria had to be met: extraordinary conditions, application of a substantial property right, substantial detriment, other property, applicant's actions, general plan, and utilization. Staff recommended approval of the variance as conditioned.

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

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

Motion: Motion by Boardmember Villarreal, second by Boardmember Kaasch to approve the special exception request as presented by staff.

Vote: AYE: Chairperson Eskridge, Vice-Chair Gove, Boardmember Kaasch, Alt. Boardmember Villarreal, and Alt. Boardmember Wolfe. **NAY:** None. The vote was 5-0.

D2. Consider public testimony and an action regarding an application for an exception to allow a sign located in an area that does not meet code criteria due to site constraints in accordance with Section 30-10, Chapter 30 of the City of Round Rock Code of Ordinances, 2010 Edition, generally located at the northeast corner of University Blvd. and N. Mays St. Case No. ZBA1802-002

Ms. Buck gave a brief overview of the proposed application stating that the request was to allow a sign in an area that is not in compliance with the Code of Ordinances, Chapter 30-Sign Code. She explained that the Sign Code requires a monument sign on a lot greater than 5 acres to be a minimum of 400 linear feet from any other monument sign on the site. The distance between an existing monument sign and the new Cancer Center sign is approximately 295 linear feet.

She noted that City staff worked with the sign company to find another acceptable sign location with the minimum required distance from the existing sign; however, every suggested location had either existing established trees that block the view of the sign or there were utility easement and right-of-way constraints. Staff determined that the proposed location meets the required ZBA criteria. Ms. Buck noted that the sign exception did not have to be recorded. Staff recommended approval of the current location of the new sign.

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

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

Motion: Motion by Boardmember Kaasch, second by Alt. Boardmember Wolfe to approve the special exception request as presented by staff.

Vote: AYE: Chairperson Eskridge, Boardmember Kaasch, Alt. Boardmember Villarreal, and Alt. Boardmember Wolfe. **NAY:** Vice-Chair Gove. The motion was approved 4-1.

E. ADJOURNMENT

There being no further discussion, the meeting adjourned at 5:41 p.m.

Respectfully Submitted,

Veronica Chandler, Planning Tech