

**PLANNING AND ZONING COMMISSION  
WEDNESDAY, NOVEMBER 7, 2018 AT 6:30 PM**

**DRAFT - MEETING MINUTES**

**A. CALL TO ORDER**

The Round Rock Planning and Zoning Commission met in a regular session on November 7, 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 7:05 p.m.

**B. ROLL CALL**

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

Planning and Development Services Department staff included Brad Wiseman, Bradley Dushkin, Clyde von Rosenberg, Juan Enriquez, Laton Carr, Susan Brennan, and Veronica Chandler. Also present were Gerald Pohlmeier from the Transportation Department, Katie Baker from PARD, and Charlie Crossfield from the City attorney's office.

**C. PLEDGES OF ALLEGIANCE**

**D. ELECTION OF OFFICERS:**

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

Chairman Pavliska opened the floor for nominations.

**Motion:** Motion by Vice Chair Wendt, second by Commissioner Clawson to nominate Chairman Pavliska as Commission Chairperson.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Sanchez, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

Chairman Pavliska was re-elected the Planning and Zoning Commission Chairperson.

**D2. Consider the nomination and election of a Vice Chairperson.**

Chairman Pavliska opened the floor for nominations.

**Motion:** Motion by Chairman Pavliska, second by Commissioner Bryan to nominate Vice Chair Wendt as Vice Chairperson.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Sanchez, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

Commissioner Wendt was re-elected the Planning and Zoning Commission Vice Chairperson.

**D3. Consider the nomination and election of an Alternate Vice Chairperson.**

Chairman Pavliska opened the floor for nominations.

**Motion:** Motion by Commissioner Bryan, second by Commissioner Henderson to nominate Commissioner Henderson as Alternate Vice Chairperson.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Sanchez, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

Commissioner Henderson was re-elected the Planning and Zoning Commission Alternate Vice Chairperson.

**E. APPROVAL OF MINUTES:**

**E1. Consider approval of the minutes for the October 16, 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 Sanchez to approve Agenda Item E1 as presented.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Sanchez, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**F. PLATTING:**

**F1. Consider public testimony and action concerning the request filed by M&S Engineering, on behalf of the property owner, Empower Autism Academy, LLC, to Replat Lot 1, Block A, Reavis Subdivision, generally located northwest of the intersection of Gattis School Rd. and S. A.W. Grimes Blvd. Case No. FP1810-002**

Commissioner Henderson recused herself from the discussion and voting on item F1 and left the Council Chamber.

Mr. Enriquez reviewed the application noting that the purpose of the application was to create one single lot by combining 4.42-acres of unplatted land into a 3.03-acre platted lot. He noted that the tract will be accessed off S. A.W. Grimes Blvd. Staff recommended approval of the application as conditioned.

He noted that a public notice sign was posted on the site, a notice of public hearing was mailed to abutting property owners and posted in the Round Rock Leader newspaper.

The property owner's representative Mr. Adam Riley, with M&S Engineering, 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. Seeing no speakers, Chairman Pavliska closed the public hearing.

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 Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Ly, Commissioner Sanchez, and Commissioner Sellers. Vote to approve: 7 - 0. The motion carried unanimously.

Commissioner Henderson returned to the Council Chamber following the vote.

**F2. Consider approval of the Schultz Towns at 45 Preliminary Plat, generally located southeast of the intersection of Schultz Ln. and SH 45. Case No. PP1809-003**

Mr. Enriquez reviewed the application noting that the purpose of the preliminary plat application was to create one development lot and two right-of-way lots. He stated that the property will be accessed through Schultz Lane and Meister Lane and noted that the developer anticipates building about 90 townhomes on one common lot. Staff recommended approved of the application as conditioned.

Following a brief discussion, a motion was offered.

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

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Sanchez, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**F3. Consider approval of the Schultz Towns at 45 Final Plat, generally located southeast of the intersection of Schultz Ln. and SH 45. Case No. FP1810-003**

Mr. Enriquez briefly reviewed the final plat application for Schultz at 45 noting that the application was to create one development lot and two right-of-way lots. He noted that the developer anticipates building about 90 townhomes on one common lot. Staff recommended approval of the application as conditioned.

Following a discussion, a motion was offered.

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

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Sanchez, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**F4. Consider approval of the Warner Ranch Commercial Revised Preliminary Plat, generally located southwest of the intersection of Louis Henna Blvd. and S. A.W. Grimes Blvd. Case No. PP1809-001**

Mr. Enriquez briefly reviewed the application noting that the purpose of the application was to create five development lots. He noted that the tract will have access from Warner Ranch Dr., Louis Henna Blvd., and S. A.W. Grimes Blvd. He also explained that a TIA (Traffic Impact Analysis) will be required for Lot 5 at the site development plan stage. Staff recommended approval of the preliminary plat as conditioned.

With there being no questions or comments, a motion was offered to approve as conditioned.

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

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Sanchez, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**F5. Consider approval of the Warner Ranch Commercial Final Plat, generally located southwest of the intersection of Louis Henna Blvd. and S. A.W. Grimes Blvd. Case No. FP1809-001**

Mr. Enriquez continued to review the Warner Ranch Final Plat noting that the application was to create five development lots. He pointed out the points of access and noted that a TIA (Traffic Impact Analysis) will be required for Lot 5 during the site development plan. Staff recommended approval of the final plat as conditioned.

Following a brief discussion, a motion was offered.

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

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Sanchez, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**F6. Consider approval of the Hairy Man Tract Preliminary Plat, generally located northeast of the intersection of Creek Bend Blvd. and Wyoming Springs Dr. Case No. PP1809-002**

Mr. von Rosenberg reviewed the application noting that the applicant proposed 81 development lots, 6 special purpose lots, and 4 right-of-way lots. He stated that a Williamson County Regional Trail segment along Hairy Man Road had been dedicated and noted that an agreement between the builder, Milestone, and Williamson County covered the dedication of a 20-ft. wide easement & the deposit of \$100,000 into an account to be used by the County for the construction of the trail.

Mr. von Rosenberg briefly noted the points of access, types of lots, and designed standards. He also noted that because the connectivity index was increased to 1.4 and special designed

features were added, fewer estate lots would be required, and more small lots would be allowed. Staff recommended approval as conditioned.

Following a discussion, a motion was offered.

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

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Sanchez, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**F7. Consider approval of the Hairy Man Tract Final Plat, generally located northeast of the intersection of Creek Bend Blvd. and Wyoming Springs Dr. Case No. FP1810-001**

Mr. von Rosenberg continued to review the final plat application noting that the plat identifies the alignment for the Williamson County trail; he explained that the trail is subject to the agreement between the Williamson County and the builder. He explained that before the plat can be recorded a subdivision improvement plan must be approved, including details on protected trees. Staff recommended approval of the final plat as conditioned.

Following a discussion, a motion was offered.

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

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Sanchez, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously.

**G. STAFF REPORT:**

**G1. Consider approval of the 2019 Planning and Zoning Meeting Schedule.**

A motion was offered.

**Motion:** Motion by Commissioner Wendt, second by Commissioner Bryan to approve the 2019 Planning and Zoning Meeting Schedule.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Henderson, Commissioner Ly, Commissioner Sanchez, and Commissioner Sellers. Vote to approve: 8 - 0. The motion carried unanimously

**G2. Consider an update regarding Council actions related to Planning and Zoning items.**

Mr. Wiseman informed the Commission that City Council approved the following Planning and Zoning related items 1.) PUD 9, Amendment No. 2; 2.) Schultz at 45 rezoning; and 3.) Clear Creek Ranch PUD.

**H. ADJOURNMENT**

There being no further discussion, the meeting adjourned at 7:49 p.m.

Respectfully Submitted

Veronica Chandler, Planning Tech