

**PLANNING AND ZONING COMMISSION  
WEDNESDAY, JULY 17, 2019 AT 6:00 PM**

**DRAFT - MEETING MINUTES**

**A. CALL TO ORDER**

The Round Rock Planning and Zoning Commission met in a regular session on July 17, 2019, 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 Michelle Ly, and Commissioner Jennifer Sellers. Commissioners Paul Emerson and Greg Rabaey were absent.

Planning and Development Services Department staff included Brad Wiseman, Bradley Dushkin, Caitlyn Reeves, Hunter Maples, Jeff Dunsworth, Joelle Jordan, Juan Enriquez, Laton Carr, Nicole Haggerty, Susan Brennan, and Veronica Chandler. Also present were Ed Polasek from the Transportation Department, Katie Baker from the PARD 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 June 19, 2019, Planning and Zoning Commission meeting.**

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

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

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

**E. PLATTING AND ZONING:**

**E1. Consider public testimony regarding, and approval concerning the request filed by J33S Consulting Engineering, LLC, on behalf of the property owner, HighTower Foundation Real Estate Investment, LLC, to Replat Lot 1 of the Amended Sam Bass 7 Subdivision and a 1.25 acre previously unplatted parcel, generally located northeast of the intersection of Ledbetter St. and Clark St. Case No. FP1903-009**

Mr. Enriquez reviewed the replat application stating that the purpose of the application was to create 18 development lots and 5 non-residential lots in two parcels. He briefly reviewed the annexation and zoning history of the tracts noting that the property was annexed in 1978 and zoned R-1 (Single Family Residential); in 1984 a new zoning ordinance reclassified the district from R-1 to R-6 (Single Family Residential); and in 1986 another new zoning ordinance reclassified the district to the current SF-2 (Single Family Standard Lot) with a minimum lot size of 6500 sq. ft.

He continued to explain that a TIA (Traffic Impact Analysis) would not be required because the proposed development did not meet the threshold for peak hour trips; access to the proposed subdivision will be via Ledbetter Street by means of a single new public roadway.

Mr. Enriquez noted that on May 20, 2019, City staff met with the Ledbetter Street residents and their attorney. He also stated that public notices were mailed out to abutting property owners and an on-site sign was posted on the property. Staff recommended approval of the proposed application as conditioned.

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) Lisa Corona, 1112 Ledbetter St.; 2) Willie Hendrix, 1315 Ledbetter St.; 3) Israel Avila, 1301 Ledbetter St.; 4) Patrick Haugen, 1309 Ledbetter St.; 5) Nathan Forystek, 1113 Ledbetter St.; and 6) Jane McAdams, 1111 Ledbetter St. Seeing no additional speakers Chairman Pavliska closed the public hearing.

In summary, speakers expressed concerns about the increase in traffic the proposed development would create on Ledbetter Street and the challenge the width of the Street will cause for two cars to drive by or large trucks such as fire engines to access. Also, concerns about the removal of monarch trees and the proposed development's compatibility with the surrounding neighborhood were stated.

Mr. Dunsworth noted that the site did not have an ultimate flood plain nor FEMA, therefore, a drainage study had not been required. He explained that drainage will be treated by on-site detention ponds.

Mr. Polasek explained that fire trucks will have access from Clark St. and noted that fire trucks will be able to make the necessary turns. He also noted that at this time, no road maintenance is scheduled for Ledbetter.

During the discussion, it was established that the purpose of the application was to create legal lot lines to be able to build single family homes (fee simple) and that the zoning and land use had been in place for several years. Furthermore, it was noted that state law states that if a submitted plat meets the minimum subdivision requirements, the City is obligated to approve the plat. It was also stated that, at this time, there was no proposal to remove any of the monarch trees nor a compatibility buffer would be required for parcels abutting commercial tracts. A motion was offered.

**Motion:** Motion by Commissioner Henderson, second by Commissioner Bryan to approve with conditions.

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

**E2. Consider public testimony regarding, and a recommendation concerning the request filed by 2P Consultants, on behalf of the property owner Rocking J Partners, LLC, for approval of Amendment No. 1 to PUD (Planned Unit Development) No. 87 to allow for BP (Business Park) uses, generally located at the north end of Rockin' J Rd. Case No. ZON1906-002**

Mr. von Rosenberg gave a brief overview of the application noting that the purpose of the application was to amend 4.32 acres in PUD 87. He briefly explained the existing PUD, its uses, and the proposed changes noting that the amendment would divide Parcel 'B' into two parcels. Parcel 'B-1' will consist of 1.06 acres for a special events venue and Parcel 'B-2' will consist of 3.26 acres for BP (Business Park) uses.

He stated that the BP (Business Park) district will be allowed and its development standards will apply to any new development; however, the maximum building height will be limited to two stories and signs will be regulated according to the code.

Lastly, Mr. von Rosenberg noted that public notices were mailed out to abutting property owners including a letter from the owner, an on-site sign was posted on the property, and a courtesy e-mail was sent to the neighborhood contact person. Staff recommended approval of the proposed Amendment No. 1 to PUD 87.

The property owner, Mr. Michael Sanchez, 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 additional speakers Chairman Pavliska closed the public hearing.

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

**Motion:** Motion by Commissioner Clawson, second by Vice Chair Wendt to approve Amendment No. 1 to PUD No. 87 and recommend for City Council approval.

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

**E3. Consider public testimony regarding, and approval concerning the request filed by Freeland & Kauffman, Inc., on behalf of the property owner, West 45, LLC, to Replat a portion of Lot 1, Block A of the Parker Subdivision, generally located southwest of the intersection of W. Louis Henna Blvd. and Parker Dr. Case No. FP1906-005**

Ms. Reeves gave a brief review of the application noting that the purpose of the application was to combine a previously unplatted parcel with a portion of a platted lot to create one development lot.

Ms. Reeves noted that public notices were mailed out to abutting property owners and an on-site sign was posted on the property. Staff recommended approval of the application as conditioned.

The property owner's representative Mr. Tooney Thepsoumane, Real Estate Consultant, 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 additional speakers Chairman Pavliska closed the public hearing. Following a brief discussion, a motion was offered.

**Motion:** Motion by Commissioner Henderson, second by Commissioner Bryan to approve with conditions.

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

**E4. Consider approval of the University Village North, Sec. 4, Lot 5, Block C Final Plat, generally located south of University Blvd. and Sandy Brook Dr. Case No. FP1906-004**

Mr. Enriquez reviewed the application noting that the purpose of the application was to create one development lot. He noted that access is permitted to or from Campus Village Drive and Zodiac Lane. He also noted that access is prohibited along Sandy Brook Dr. per the PUD (Planned Unit Development) No. 83. Staff recommended approval of the application as conditioned.

The property owner's representative Ms. Terry Reynolds, with Pape-Dawson Engineering, was available to answer questions.

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

**Motion:** Motion by Commissioner Henderson, second by Commissioner Clawson to approve with conditions.

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

**F. PRESENTATION:**

**F1. Consider a presentation concerning online public engagement results and policy development associated with the Round Rock 2030 Comprehensive Plan.**

Ms. Jordan gave an update regarding the City's Comprehensive Plan noting that the plan will serve the City for the next 10 years, from 2020 to 2030. She noted that a series of quadrant public meetings were held earlier in the year and, based on the information collected during the quadrant meetings, a list of questions and surveys were put together and posted utilizing Polco, an on-line engagement tool.

She noted that the first survey was a series of 21 stand-alone questions; the questions were developed based on public input received at the quadrant meetings. Separate from the stand-alone questions, staff also posted 2 additional surveys on Polco, a historic preservation survey and a policy survey.

She explained that a significant amount of outreach and advertising was done and continued to discuss the results in Polco. She briefly summarized the questions by topic area including housing,

transportation, entertainment, safety, growth, environment, historic preservation and policy development.

She also discussed the timeline in the process and the next steps in the comprehensive plan noting that Staff will be conducting a Future Land Use Map exercise and will be meet with landowners of large parcels on July 22<sup>nd</sup>. Also, an update will be given to City Council during the August 8<sup>th</sup> meeting.

**G. STAFF REPORT:**

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

Mr. Wiseman noted that City Council approved several Planning and Zoning items including the Sauls East and Caffey Tract zoning and annexation and the Townhomes at Gattis and 25 Dawson rezonings.

**H. ADJOURNMENT**

There being no further discussion, the meeting adjourned at 7:25 p.m.

Respectfully Submitted

Veronica Chandler, Planning Tech