

**PLANNING AND ZONING COMMISSION
WEDNESDAY, AUGUST 21, 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 August 21, 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 Paul Emerson, Commissioner Jennifer Henderson, Commissioner Michelle Ly, Commissioner Greg Rabaey, and Commissioner Jennifer Sellers.

Planning and Development Services Department staff included Brad Wiseman, Bradley Dushkin, Jeff Dunsworth, Juan Enriquez, Laton Carr, Lee Heckman, Susan Brennan, and Veronica Chandler. Also present were Ed Polasek 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 7, 2019, Planning and Zoning Commission meeting.

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

Motion: Motion by Commissioner Emerson, second by Commissioner Sellers to approve Agenda Item D1 as presented.

Vote: AYES: Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Emerson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 9 - 0. The motion carried unanimously.

E. PLATTING AND ZONING:

E1. Consider approval of the Palm Valley Lutheran Church Subdivision Preliminary Plat, generally located on the north side of E. Palm Valley Blvd. and west of S. Kenney Fort Blvd. Case No. PP1906-001

Commissioner Clawson recused himself from the discussion and voting on Agenda Items E1 & E2 and left the Council Chamber.

Mr. Heckman reviewed the Preliminary Plat application stating that the purpose of the application was to create one development lot and one right-of-way reserve lot from 12 existing parcels. He noted that the Preliminary Plat was in conformance with the approved Concept Plan and stated that the tract was used as a place of worship and associated accessory uses. Staff recommended approval of the Preliminary Plat as conditioned.

Mr. Travis Robinson, with Optimized Engineering, LLC, and The Palm Valley Lutheran Church representative, Mr. Alan Dunn, were available to answer questions.

Following a brief discussion, a motion was offered.

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

Vote: AYES: Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Emerson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 9 - 0. The motion carried unanimously.

E2. Consider approval of the Palm Valley Lutheran Church Subdivision Final Plat, generally located generally located on the north side of E. Palm Valley Blvd. and west of S. Kenney Fort Blvd. Case No. FP1906-002

Mr. Heckman reviewed the Final Plat application associated with the Preliminary Plat discussed in Agenda Item E1. He stated that the purpose of the application was to create one development lot and one right-of-way reserve lot from 12 existing parcels. Staff recommended approval of the Final Plat as conditioned.

Mr. Travis Robinson, with Optimized Engineering, LLC, and The Palm Valley Lutheran Church representative, Mr. Alan Dunn, were available to answer questions.

Following a brief discussion regarding the flood plain, a motion was offered.

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 Emerson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 9 - 0. The motion carried unanimously.

Commissioner Clawson returned to the Council Chamber following the vote.

E3. Consider approval of the Vizcaya Phase 4E Final Plat, generally located on the northeast corner of Pietra Ln. and Varano Bnd. Case No. FP1907-002

Mr. Enriquez gave an overview of the application noting that Vizcaya Phase 4E was in compliance with the approved Preliminary Plat on file. He noted that 2 phases remained to be platted in the Vizcaya Subdivision and 654 building permits have been issued to date.

Following a brief discussion, a motion was offered.

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

Vote: AYES: Chairman Pavliska, Vice Chair Wendt, Commissioner Bryan, Commissioner Clawson, Commissioner Emerson, Commissioner Henderson, Commissioner Ly, Commissioner Rabaey, and Commissioner Sellers. Vote to approve: 9 - 0. The motion carried unanimously.

F. STAFF REPORT:

F1. Consider a presentation regarding development projects.

Mr. Heckman reviewed the status of current site development projects.

F2. Consider an update regarding legislative actions related to plats and quorum.

Mr. Wiseman stated that legislative changes will require plat extensions to be approved by the Planning and Zoning Commission instead of planning staff. Mr. Crossfield explained quorum and the Open Meetings Act.

F3. Consider an update regarding Council actions related to Planning and Zoning items.

Mr. Wiseman noted planning staff updated City Council regarding the City's Comprehensive Plan; Council gave its consent for staff to continue working on the proposed policies.

G. ADJOURNMENT

There being no further discussion, the meeting adjourned at 7:11 p.m.

Respectfully Submitted

Veronica Chandler, Planning Tech