

**PLANNING AND ZONING COMMISSION
WEDNESDAY, AUGUST 17, 2016 AT 7:00 PM**

MEETING MINUTES

A. CALL TO ORDER

The Round Rock Planning and Zoning Commission met in regular session on August 17, 2016, 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 7:00 p.m.

B. ROLL CALL

Present were Chairman David Pavliska, Vice Chair J. Hollis Bone, Commissioner Matthew Baker, Commissioner Stacie Bryan, Commissioner Jennifer Henderson, Commissioner Greg Rabaey, Commissioner Selicia Sanchez, and Commissioner Rob Wendt. Commissioner Michael Doss was absent.

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

C. ELECTION OF OFFICERS:

C1. Consider the nomination and election of a Chairperson.

Chairman Pavliska opened the floor for nominations. One nomination was made.

Motion: Motion by Commissioner Wendt, second by Commissioner Rabaey to nominate Chairman Pavliska as Commission Chairperson.

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Bryan, Commissioner Henderson, Commissioner Rabaey, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 8 - 0. The motion carried unanimously.

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

C2. Consider the nomination and election of a Vice Chairperson.

Chairman Pavliska opened the floor for nominations for Vice Chairperson. One nomination was made.

Motion: Motion by Chairman Pavliska, second by Commissioner Baker to nominate Commissioner Bone as Vice Chairperson.

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Bryan, Commissioner Henderson, Commissioner Rabaey, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 8 - 0. The motion carried unanimously.

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

C3. Consider the nomination and election of an Alternate Vice Chairperson.

Chairman Pavliska opened the floor for nominations for Alternate Vice Chairperson. One nomination was made.

Motion: Motion by Commissioner Rabaey, second by Commissioner Sanchez to nominate Commissioner Wendt as Alternate Vice Chairperson.

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Bryan, Commissioner Henderson, Commissioner Rabaey, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 8 - 0. The motion carried unanimously.

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

D. APPROVAL OF MINUTES:

D1. Consider approval of the minutes for the July 20, 2016, Planning and Zoning Commission meeting.

Motion: Motion by Vice Chair Bone, second by Commissioner Henderson to approve the July 20, 2016, meeting minutes as presented.

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Bryan, Commissioner Henderson, Commissioner Rabaey, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 8 - 0. The motion carried unanimously.

E. PLATTING AND ZONING:

E1. Consider approval of the Final Plat for Chandlers Cove Lot 1, Block A – Amending Plat. Generally located southeast of the intersection of Sunrise Rd. and E. Old Settlers Blvd. Case No. FP1603-001

Mr. Fowler briefly gave background information about the project and stated that the purpose of the application was to add a 6.16 acre area to the existing 13.19 acre platted lot. He explained that this project qualified as an amending plat because the number of lots was not increasing, no covenants or restrictions were being removed, no new streets were being created, and no public facilities would be extended.

Staff recommended approval as conditioned.

The owner's representative, Mr. Geoff Guerrero, with Carlson, Brigrance & Doering, Inc. was available to answer questions.

Following a brief discussion, a motion was offered.

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

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Bryan, Commissioner Henderson, Commissioner Rabaey, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 8 - 0. The motion carried unanimously.

E2. Consider approval of the Final Plat for Northfields Phase 1. Generally located on the east side of Meister Ln., between Gattis School Rd. and Louis Henna Blvd. Case No. FP1603-004

Mr. von Rosenberg reviewed the application noting that Planned Unit Development (PUD) 22 allowed three different sized single-family residential lots. He also discussed the development standards for this project and explained that the plat conformed to the approved preliminary plat.

Mr. von Rosenberg explained that the applicant provided the survey tie and the confirmation of the property boundary requested by the City staff and stated in the staff report. The owner's representative, Mr. Salvador Baeza, with Pape-Dawson Engineers, Inc. was available to answer questions. Staff recommended approval as conditioned.

Following a brief discussion, a motion was offered.

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

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Bryan, Commissioner Henderson, Commissioner Rabaey, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 8 - 0. The motion carried unanimously.

E3. Consider approval of the Final Plat for Northfields Phase 2. Generally located on the east side of Meister Ln., between Gattis School Rd. and Louis Henna Blvd. Case No. FP1607-001

Mr. von Rosenberg continued by reviewing the application stating that Northfields Phase 2 was divided into two sections the “North Section” and the “South Section”. He stated that the PUD allowed for three different sized single family residential lots and discussed the development standards included in the PUD. He also explained that the developer provided the requested report for the survey tie and confirmation of the property boundary.

Finally, Mr. von Rosenberg explained that the plat conformed to the approved preliminary plat and stated that Northfields Phase 1 Final Plat had to be recorded prior to the recordation of the Northfields Phase 2 Final Plat. The owner’s representative, Mr. Salvador Baeza, with Pape-Dawson Engineers, Inc. was available to answer questions. Staff recommended approval as conditioned.

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

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

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Bryan, Commissioner Henderson, Commissioner Rabaey, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 8 - 0. The motion carried unanimously.

E4. Consider public testimony and a recommendation to approve a code amendment to the MU-2 (Mixed-use downtown medium density) district code amendment regarding creek-facing properties (amending Sec. 46-155.2). Case No. AM1607-002

Mr. Dushkin explained that the current MU-2 zoning regulations required buildings to be built close to the street and parking to be located to the rear of the property. In the proposed amendment minimum and maximum front setback from street (ROW) will not be applicable to lots located on Bushy Creek or Lake Creek; furthermore, structures on these properties will also be allowed to be placed at any depth on the lot as long as it complies with FEMA requirements and all other regulations. In an attempt to encourage preservation of creek-side land, this amendment also proposed to allow on-site parking to be permitted in the front street yard. Staff recommended City Council approval.

Chairman Pavliska opened the public hearing and asked for 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 Sanchez, second by Commissioner Bryan to recommend approval.

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Bryan, Commissioner Henderson, Commissioner Rabaey, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 8 - 0. The motion carried unanimously.

E5. Consider public testimony and a recommendation to approve a code amendment to the supplementary use standards for overnight accommodations in MU-1 (Mixed-use historic commercial core) district and MU-2 (Mixed-use downtown medium density) district (amending Sec. 46-160 (s-1)). Case No. AM1607-003

Mr. Dushkin continued his presentation by explaining that this proposed amendment will modify the way overnight accommodations in the MU-1 and MU-2 zoning districts are treated. He explained that current standards were written with single-structure development in mind and also encouraged pedestrian orientation and activity at street level.

The proposed amendment will allow for a central main building and separate structures on the lot to accommodate the guest rooms. A requirement that one hundred percent of the primary façade may only consist of lobby, reception areas, dining areas, drinking areas, and/or other facilities associated with the overnight accommodation use will only apply to the primary structure. Mr. Dushkin also stated that exterior entrances to guest rooms will not be allowed to face a public street but may face a parking lot. Staff recommended approval.

Chairman Pavliska opened the public hearing and asked for 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 Rabaey, second by Vice Chair Bone to recommend approval.

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Bryan, Commissioner Henderson, Commissioner Rabaey, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 8 - 0. The motion carried unanimously.

E6. Consider public testimony and a recommendation to approve a code amendment to create the SF-D (Single-family – downtown zoning) district (creating new Sec. 46-136.1 and amending Sec. 46-160(e)). Case No. FP1607-001

Mr. Dushkin explained that the creation of the SF-D district will bring many structures and lots into conformance. He stated that these structures were built prior to the creation of the current SF-2 zoning district and didn't meet the current zoning requirements in several ways including the lot size requirement, lack of garage, and are built too close to the street.

Mr. Dushkin stated that the proposed district will make these lots and structures conforming, allowing the home owners to renovate or build new homes without the restrictions of the SF-2 standards. He also discussed the characteristics of the proposed SF-D district and noted that it included architectural standards that will seek to ensure the integrity of the historic character of the neighborhood. Staff recommended approval.

Chairman Pavliska opened the public hearing and asked for anyone wishing to speak for or against this item to come forward. Round Rock resident, Cathey Carter, 606 Pecan Avenue, spoke in favor of the proposed code amendment and expressed a desire for the district to be made available to other downtown residents whose lots are nonconforming. Seeing no additional 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 recommend approval.

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Bryan, Commissioner Henderson, Commissioner Rabaey, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 8 - 0. The motion carried unanimously.

E7. Consider public testimony and a recommendation to approve the rezoning of 27 properties from SF-2 (Single-family – standard lot) district to SF-D (Single-family – downtown) district. Generally located east of North Nelson St. between East Austin Ave. and East Liberty Ave. Case No. ZON1607-002

Finally, after the SF-D district was recommended for City Council approval, Mr. Dushkin presented the rezoning of 27 properties in the downtown area. He explained that this rezoning will bring these 27 properties into compliance. Staff recommended approval.

Chairman Pavliska opened the public hearing and asked for anyone wishing to speak for or against this item to come forward. Seeing no speakers, Chairman Pavliska closed the public hearing. Round Rock resident, Cathey Carter, requested permission to speak on this item after

the public hearing had closed; the Commission agreed to allow Ms. Carter to speak on this item. Ms. Carter expressed support of the proposed rezoning stating that one of the advantages of this rezoning was for home insurance purposes. She stated that when a property is non-conforming, the home owner may not be covered by the insurance company in case of an accident.

Following a brief discussion, a motion was offered.

Motion: Motion by Commissioner Henderson, second by Commissioner Baker to recommend approval.

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Baker, Commissioner Bryan, Commissioner Henderson, Commissioner Rabaey, Commissioner Sanchez, and Commissioner Wendt. Vote to approve: 8 - 0. The motion carried unanimously.

F. STAFF REPORT:

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

Mr. Wiseman stated that during the last City Council meeting an Alternative Standards Agreement for the Carlin Subdivision was approved. He explained that the platting process for this tract of land will begin during the next few months and that instead of applying the current development standards, the standards approved in the agreement will be applied.

G. ADJOURNMENT

There being no further discussion, the meeting adjourned at 7:57 p.m.

Respectfully Submitted,

Original Signed

Veronica Chandler, Planning Tech