

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

MEETING MINUTES

A. CALL TO ORDER

The Round Rock Planning and Zoning Commission met in regular session on December 7, 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 Michael Doss, Commissioner Jennifer Henderson, Commissioner Greg Rabaey, and Commissioner Selicia Sanchez. Commissioners Matthew Baker, Stacie Bryan, and Rob Wendt were absent.

Planning and Development Services Department staff included Susan Brennan, Bradley Dushkin, David Fowler, Aneil Naik, and Veronica Chandler.

C. PLEDGES OF ALLEGIANCE

D. CONSENT AGENDA:

D1. Consider approval of the minutes for the November 16, 2016, Planning and Zoning Commission meeting.

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

Motion: Motion by Commissioner Sanchez, second by Commissioner Henderson to approve agenda item D1 as presented.

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Doss, Commissioner Henderson, Commissioner Rabaey, and Commissioner Sanchez. Vote to approve: 6 - 0. The motion carried unanimously.

E. PLATTING:

E1. Consider approval of the Final Plat for Chisholm Oaks Subdivision. Generally located northeast of the intersection of Chisholm Trail Rd. and Sam Bass Rd. Case No. FP1611-001

Mr. Fowler briefly gave background information about the proposed project explaining that the application was for a single lot. Since the project was for two or fewer lots and no TIA (Traffic Impact Analysis) or off-site public utility improvements were required, the application qualified as a Final Minor Plat. The parcel was zoned C-1 (General Commercial) zoning district and the proposed use was retail.

The owner's representative, Mr. Chien Lee, with Hejl, Lee & Associates, Inc., objected to the condition stating that the Public Utility/Sidewalk easement is already in existence. Mr. Fowler explained that the note was necessary for the record.

Following a brief discussion, a motion was offered.

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

Vote: AYES: Chairman Pavliska, Vice Chair Bone, Commissioner Doss, Commissioner Henderson, Commissioner Rabaey, and Commissioner Sanchez. Vote to approve: 6 - 0. The motion carried unanimously.

F. PRESENTATION AND PUBLIC HEARING:

F1. Consider a presentation and a public hearing regarding the proposed Round Rock Zoning and Development Code.

Mr. Dushkin explained that this was the final informational presentation on the Round Rock Zoning and Development Code and explained that during the December 21, 2016, meeting, the Commission will be able to make a recommendation on this item. He also explained the purpose of the Development Code is to place all land development regulations into a single document; furthermore, the creation of the Code provided the opportunity to revise and update many development standards.

Mr. Dushkin provided a brief overview of the project and answered comments/concerns expressed during the November 16, 2016, Planning and Zoning Commission meeting including: Limits on the number of bars in the MU-1 district, clarification regarding “Conflicting Provisions”, “rain screen” will be permitted as exterior material, split-face and stone-face materials will be preferred, however, other CMU (Concrete Masonry Unit) will also be allowed with a limit, warranty on architectural steel/metal was lowered, thin brick and thin stone veneer were not included in the draft Code, edited definition of “fire wall” and “public view”, modified parking lot lighting, modified building articulation standards, and edits to other building design standards.

Finally, he informed the Commission that a public hearing and a recommendation were tentatively scheduled for the December 21, 2016, Planning and Zoning meeting and that it will be presented to City Council in January and February 2017.

Chairman Pavliska opened the public hearing and asked anyone wishing to speak for or against his item to come forward. The following Round Rock residents spoke during the public hearing: 1) John Moman, 1701 Johnson Way; and 2) Alan Felder, 503 E. Austin Ave. In summary, the topics discussed included: building materials and designs, height restrictions, removal of mesquite trees from the protected list, monarch trees encroachment, dumpster enclosure gates, noise level measurement requirement, consideration of wind generators in the C-1 zoning district, off-street parking requirements for restaurant/bars and office/warehouse.

The Commission discussed the proposed changes and suggestions to the Development Code. The presentation was for informational purposes only and no motion was required.

G. STAFF REPORT:

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

Ms. Brennan informed the Commission that City Council considered the following projects: 1) City Council held the first public hearing on the Westview Unilateral Annexation on December 1st. 2) The Cottages at Meadow Lake PUD was approved as recommended by P&Z.

H. ADJOURNMENT

There being no further discussion, the meeting adjourned at 8:34 p.m.

Respectfully Submitted,

Original Signed

Veronica Chandler, Planning Tech