

**PLANNING AND ZONING COMMISSION
TUESDAY, NOVEMBER 5, 2019 AT 6:00 PM**

MEETING MINUTES

A. CALL TO ORDER

The Round Rock Planning and Zoning Commission met in a regular session on November 5, 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 Jennifer Henderson, Commissioner Stacie Bryan, Commissioner Casey Clawson, Commissioner Paul Emerson, Commissioner Michelle Ly, Commissioner Greg Rabaey, Commissioner Jennifer Sellers, and Commissioner Rob Wendt.

Planning and Development Services Department staff included Adam Levy, Brad Wiseman, Bradley Dushkin, Caitlyn Reeves, 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. ELECTION OF OFFICERS:

D1. Consider the nomination and election of a Chairperson.

Chairman Pavliska opened the floor for nominations.

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

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.

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

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

Chairman Pavliska continued by opening the floor for nominations for Vice-Chairperson.

Motion: Motion by Commissioner Clawson, second by Commissioner Bryan to nominate Commissioner Henderson as Vice-Chairperson.

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

Commissioner Jennifer Henderson was 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 for Alternate Vice-Chair.

Motion: Motion by Vice-Chair Henderson, second by Commissioner Bryan to nominate Commissioner Rabaey as Alternate Vice-Chairperson.

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

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

E. APPROVAL OF MINUTES:

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

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

F. PLATTING AND ZONING:

F1. Consider public testimony regarding, and approval concerning the request filed by JW Clovis GP, LLC, on behalf of the property owner, Trine Chandler 107, LLC, for approval of a Concept Plan to be known as JW Hutto Subdivision, generally located east of SH 130, north of Chandler Rd., and south of CR 107. Case No. CP1910-001

Mr. Heckman reviewed the Concept Plan application noting that the Concept Plan shows 2 phases; a Tractor Supply store is being proposed for Phase 1. He explained that the tract of land is in the ETJ (Extraterritorial Jurisdiction) and the FLUM (Future Land Use Map) shows the land use as Business Park. He noted that the City does not have zoning authority in the ETJ. Annexation and zoning were not requested at this time. Staff recommended approval of the Concept Plan as conditioned.

Chairman Pavliska opened the public hearing and asked anyone wishing to speak for or against the agenda item to come forward. Seeing no speakers, Chairman Pavliska closed the public hearing.

The property owner representative, Mr. Travis Knoll, with JW Clovis GP, LLC, was available to answer questions.

Following a discussion, a motion was offered.

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

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

F2. Consider public testimony regarding, and a recommendation concerning the request filed by Kimley-Horn, on behalf of the property owner, Donald B. & Lynne M. O'Connor to amend the Future Land Use Map to modify the land use designation of the subject tract from Industrial to Residential, generally located at the northwest corner of Glenn Drive and S. A.W. Grimes Blvd. Case No. GP1910-001

Mr. Enriquez gave an overview of the proposed General Plan Amendment application noting that the property is currently in the ETJ (Extraterritorial Jurisdiction) and is designated for industrial uses in the FLUM (Future Land Use Map) of General Plan 2020 since 1999. He briefly discussed the surrounding zoning and noted on-site public hearing notice signs were placed on the property, letters were mailed to abutting property owners, and a legal notice was advertised in the newspaper. Staff recommended approval of the Future Land Use Map amendment from Industrial to Residential.

Chairman Pavliska opened the public hearing and asked anyone wishing to speak for or against the agenda item to come forward. Seeing no speakers, Chairman Pavliska closed the public hearing.

The property owner representative, Mr. Jason Reece, with Kimley-Horn, was available to answer questions.

Following a brief discussion, a motion was offered.

Motion: Motion by Commissioner Wendt, second by Commissioner Clawson to approve as conditioned.

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

F3. Consider public testimony regarding, and a recommendation concerning the request filed by Kimley-Horn, on behalf of the property owner, Donald B. & Lynne M. O'Connor for approval of the original zoning of the subject tract to the SR (Senior) zoning district, generally located at the northwest corner of Glenn Drive and S. A.W. Grimes Blvd. Case No. ZON1910-001

Mr. Enriquez continued to review the proposed zoning application for the tract of land discussed on Agenda Item F2. He stated that the tract was surrounded by properties zoned commercial and residential. He explained that the property was located in the ETJ (Extraterritorial Jurisdiction); the owner will request annexation by the City, and water and wastewater services will be provided by the City.

Mr. Enriquez explained that the SR (Senior) zoning district would allow apartments, townhomes, and assisted living facilities (for residents age 55 years and older). He noted that the developer is proposing 150 units with 4-story buildings. He briefly discussed the required building design requirements and explained that a TIA (Traffic Impact Analysis) would not be required because the proposed number of units do not generate enough vehicle trips to meet the threshold. Finally, he noted on-site public hearing notice signs were placed on the property, letters were mailed to abutting property owners, and a legal notice was advertised in the newspaper. Staff recommended approval of the original zoning to the SR (Senior) zoning district.

Chairman Pavliska opened the public hearing and asked anyone wishing to speak for or against the agenda item to come forward. Seeing no speakers, Chairman Pavliska closed the public hearing.

The property owner representative, Mr. Jason Reece, with Kimley-Horn, was available to answer questions.

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

Motion: Motion by Commissioner Rabaey, second by Commissioner Wendt to approve as conditioned.

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

F4. Consider approval of the Vizcaya Phase 7A Final Plat, generally located east of Pietra Ln. and south of Westinghouse Rd. Case No. FP1910-002

Mr. Enriquez reviewed the Final Plat application noting that the Vizcaya Phase 7A contained 60 standard lots, 3 casita lots, 1 right-of-way lot, and 2 landscape lots. Staff recommended approval of the Final Plat with no conditions.

Following a brief discussion, a motion was offered.

Motion: Motion by Vice-Chair Henderson, second by Commissioner Emerson to approve as conditioned.

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

F5. Consider approval of the Shops South of University Oaks Blvd. Final Plat, generally located southeast of the intersection of RM 1431 and N. IH-35. Case No. FP1909-004

Ms. Reeves reviewed the Final Plat application stating that the purpose of the application was to approve 6 development lots, 3 open space lots, and 1 right-of-way lot. Staff recommended approval of the Final Plat as conditioned. Mr. Vincent Geracci, with LJA Engineering, was available to answer questions.

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

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

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

G. STAFF REPORT:

G1. Consider approval of the 2020 Planning and Zoning Commission Meeting Schedule.

The Commission reviewed the 2020 meeting schedule; no objections were offered so the 2020 schedule was approved.

Motion: Motion by Commissioner Bryan, second by Vice-Chair Henderson to approve as presented.

Vote: AYES: Chairman Pavliska, Vice-Chair Henderson, Commissioner Bryan, Commissioner Clawson, Commissioner Emerson, Commissioner Ly, Commissioner Rabaey, Commissioner Sellers, and Commissioner Wendt. Vote to approve: 9 - 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 Quick Farm PUD (Planned Unit Development) during the last City Council meeting.

Commissioner Rabaey requested an agenda item be added to the next Planning and Zoning agenda meeting to discuss the P&Z Rules and Procedures.

Motion: Motion by Commissioner Rabaey, second by Commissioner Emerson to revise the P&Z Rules and Procedures during the next Planning and Zoning meeting.

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

H. ADJOURNMENT

There being no further discussion, the meeting adjourned at 6:39 p.m.

Respectfully Submitted

Original Signed

Veronica Chandler, Planning Tech