

**PLANNING AND ZONING COMMISSION
WEDNESDAY, DECEMBER 4, 2019 AT 6:00 PM**

MEETING MINUTES

A. CALL TO ORDER

The Round Rock Planning and Zoning Commission met in a regular session on December 4, 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 Casey Clawson, Commissioner Paul Emerson, Commissioner Michelle Ly, Commissioner Greg Rabaey, and Commissioner Rob Wendt. Commissioners Stacie Bryan and Jennifer Sellers were absent.

Planning and Development Services Department staff included Brad Wiseman, Bradley Dushkin, Caitlyn Reeves, Clyde von Rosenberg, Jeff Dunsworth, Juan Enriquez, Laton Carr, Susan Brennan, and Veronica Chandler. Also present were Ed Polasek from the Transportation Department; Katie Baker from PARD; 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 November 20, 2019, Planning and Zoning Commission meeting.

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

Motion: Motion by Commissioner Rabaey, second by Commissioner Clawson to approve Agenda Item D1 as presented.

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

The Commission first had the public hearing for Agenda Item F1.

F1. Consider public testimony regarding, and a recommendation for proposed amendments to the City of Round Rock Code of ordinances, Part III – Zoning and Development Code, Chapter 1, Article III, Section 1-50 regarding definitions; and, Chapter 8, Article X, Division 12, Section 8-160(b) and 8-161(a) and (b)(1)(f) regarding flood damage prevention. Case No. AM1911-003

Mr. Halden, with the Utilities and Environmental Services Department, reviewed the proposed code amendments noting that on December 20, 2019, a revised flood insurance study, published by the Federal Emergency Management Agency (FEMA), will become effective for Williamson County. He stated that for the City to participate in the National Flood Insurance Program, FEMA requested the City to adopt regulations acceptable to the Agency.

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.

Following a brief discussion, a motion was offered.

Motion: Motion by Commissioner Clawson, second by Commissioner Wendt to recommend for City Council approval.

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

E. PLATTING AND ZONING:

E1. Consider public testimony regarding, and a recommendation concerning the request filed by Waeltz & Prete, Inc., on behalf of the property owner, The Fellowship at Forest Creek, for the rezoning of 5.03 acres from PF-3 (Public Facilities - High Intensity) zoning district to Planned Unit Development (PUD) No. 111, generally located at the southeast corner of Gattis School Rd. and Westview Dr. Case No. ZON1911-001

Mr. von Rosenberg reviewed the zoning application noting that the purpose of the application was to combine a 5.03-acre tract with the 5.34-acre tract located to the east, currently part of PUD No. 111, to form an approximately 10-acre development site. He briefly discussed the uses allowed in the PUD and noted that the PUD specifies where the driveway locations and cross access easement would be located. The driveway locations and cross access easement would not change if the proposed rezoning is approved.

Mr. von Rosenberg continued to provide the Townhouse definition and the development standards for the MF-1 (Multifamily – Low Density) included in the PUD. He stated that on-site public hearing signs had been posted on the property and a letter from the developer had been included with the public hearing notice mailed to abutting property owners. Staff recommended approval of the rezoning from PF-3 (Public Facilities – high intensity) to PUD (Planned Unit Development) No. 111.

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. Antonio Prete, with Waeltz & Prete, Inc., was available to answer questions.

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

Motion: Motion by Commissioner Rabaey, second by Vice-Chair Henderson to recommend for City Council approval.

Vote: AYES: Chairman Pavliska, Vice-Chair Henderson, Commissioner Clawson, Commissioner Ly, Commissioner Rabaey, and Commissioner Wendt. Vote to approve: 6 - 0. The motion carried unanimously.

Commissioner Emerson recused himself from voting on Agenda Item E1.

E2. Consider public testimony regarding, and a recommendation concerning the request filed by MMI, on behalf of the property owner, Richard Cepeda, for the rezoning of 2.90 acres of land from the SF-2 (Single-Family Standard Lot) zoning district to the TF (Two-Family) zoning district, generally located West of Mandell St.; between W. Nash St. and W Logan St. Case No. ZON1910-002

Mr. von Rosenberg reviewed the zoning application noting that the purpose of the application was to rezone 2.90 acres of land from the SF-2 (Single-Family Standard Lot) to the TF (Two-Family) zoning district. He stated that the applicant is proposing single-family attached dwelling units and gave the definition and development standards for this type of development. He also explained that the number of units proposed did not generate the amount of peak hour traffic necessary to require a Traffic Impact Analysis (TIA).

Mr. von Rosenberg noted that on-site public hearing signs had been posted on the property and a letter from the developer had been included with the public hearing notice mailed to surrounding property owners. Staff recommended approval of the rezoning from SF-2 (Single-Family Standard Lot) to the TF (Two-Family) 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. Nick McIntyre, with MMI, was available to answer questions. He also noted that he received a phone call in support of the project.

Following a discussion, a motion was offered.

Motion: Motion by Commissioner Rabaey, second by Commissioner Emerson to recommend for City Council approval.

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

E3. Consider approval of the JW Hutto Subdivision Phase 1 Preliminary Plat, generally located east of SH 130, north of Chandler Rd., and south of CR 107. Case No. PP1911-001

Mr. Enriquez noted that the request was for a preliminary plat approval for 1 development lot. He stated that the Williamson County Engineer reviewed and approved the preliminary plat and explained that the tract will be served by Jonah water and will have an on-site septic system. Staff recommended approval of the preliminary plat as presented with no conditions of approval.

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

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

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

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

E4. Consider approval of the JW Hutto Subdivision Phase 1 Final Plat, generally located east of SH 130, north of Chandler Rd., and south of CR 107. Case No. FP1911-002

Mr. Enriquez noted that the request was for a final plat approval for 1 development lot. He stated that the Williamson County Engineer reviewed and approved the final plat and explained that the tract will be served by Jonah water and will have an on-site septic system. Staff recommended approval of the Final Plat as presented with no conditions of approval.

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

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

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

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

E5. Consider approval of the Quick Farm Tract Preliminary Plat, generally located northwest of the intersection of E. Old Settlers Blvd. and N. A.W. Grimes Blvd. Case No. PP1911-002

Mr. Enriquez gave an overview of the proposed preliminary plat application noting that the request was to create 2 development lots and 1 right-of-way lot. He explained that the PUD, approved on October 24, 2019, allows a maximum of 150 single-family detached homes in a common lot. Staff recommended approval of the preliminary plat as conditioned.

The property owner representative, Mr. RJ Rychlik, with BGE, Inc., was available to answer questions.

Following a brief discussion, a motion was offered.

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

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

E6. Consider approval of the Quick Farm Tract Final Plat, generally located northwest of the intersection of E. Old Settlers Blvd. and N. A.W. Grimes Blvd. Case No. FP1911-003

Mr. Enriquez reviewed the proposed final plat application noting that the request was to create 2 development lots and 1 right-of-way lot. He explained that the PUD, approved on October 24, 2019, allows a maximum of 150 single-family detached homes in a common lot. He noted that the developer proposed to build two lanes of the College Park extension to the driveway location of the project along with a hike and bike trail. Staff recommended approval of the final plat as conditioned.

The property owner representative, Mr. RJ Rychlik, with BGE, Inc., was available to answer questions.

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

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

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

E7. Consider approval of the Salerno Preliminary Plat, generally located southwest of the intersection of SH 130 and University Blvd. and east of CR 110. Case No. PP1910-002

Ms. Reeves reviewed the proposed preliminary plat application noting that the request was to create 1254 lots, including 1189 Single-family lots, 9 commercial lots, 28 open/common space lots, and 27 landscape lots. She noted that the development will have 19 phases with a connectivity index of 1.51. A Traffic Impact Analysis (TIA) was submitted and approved.

She continued to explain the access points into the development, proposed roads, and lot sizes. She also noted that an SF-3 subdivision may contain a different lot size mix if it has a connectivity index of 1.41 or greater and includes additional design features. Since the proposed connectivity index is greater than 1.41, the applicant requested a lot percentage variation. Staff recommended approval of the final plat as conditioned.

The property owner representative, Mr. Peter Verdicchio, with SEC Planning, LLC, was available to answer questions.

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

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

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

F. CODE AMENDMENTS:

The public hearing for Agenda Item F1 was recommended for City Council approval earlier in the meeting.

F2. Consider public testimony regarding, and a recommendation for proposed amendments to the City of Round Rock Code of ordinances, Part III – Zoning and Development Code, Chapter 2, Article III, Sections 2-35, 2-48, 2-77, and 2-91 - Veterinary Clinics, Medical Office uses, and Cosmetic Services to revise the permitted uses and the supplementary use standards. Case No. AM1911-001

Mr. von Rosenberg reviewed the code amendment application noting that since the Zoning and Development Code was published on October 1, 2018, staff had identified changes intended to improve specific sections or to correct errors. Commissioner Rabaey noted a reference to veterinary clinics in another section of the Code, not included in the proposed revision. After some discussion, it was determined that this reference would be removed in a future Code revision some time in the new year.

Chairman Pavliska opened the public hearing and asked anyone wishing to speak for or against the agenda item to come forward. The following residents spoke during the public hearing: Paul Helm, 303 E. Main St.; Neha Reshamwala, 303 E. Main St.; Jennifer Welch, 303 E. Main St. Seeing no speakers, Chairman Pavliska closed the public hearing. The speakers expressed support to add Medical Office as a permitted use in the MU-1 (Mixed Use Historic Commercial Core) zoning district.

Following a discussion, a motion was offered.

Motion: Motion by Commissioner Rabaey, second by Commissioner Clawson to recommend for City Council approval as presented.

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

F3. Consider public testimony regarding, and a recommendation for proposed amendments to the City of Round Rock Code of ordinances, Part III – Zoning and Development Code, Chapter 10, Article VIII, Section 10-57 regarding partial tax exemptions for historically significant sites. Case No. AM1911-002

Mr. von Rosenberg reviewed the code amendment application noting that the Historic tax exemption program provides 75% property tax exemption for historic landmarks; an annual application and maintenance inspection is required. He noted that Senate Bill 2 (SB2) requires the City to provide written notice of the repeal or reduction of an exemption to the owner not later than five years before the date the governing body repeals or reduces the exemption. The new language of the code clarifies that SB2 relates only to changes to the partial tax exemption program overall, and not the annual tax exemption application status for an individual property.

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.

Following a discussion, a motion was offered.

Motion: Motion by Vice-Chair Henderson, second by Commissioner Clawson to recommend for City Council approval as presented.

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

G. STAFF REPORT:

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

Mr. Wiseman informed the Commission that City Council approved the Planning and Zoning related items recommended by the Planning and Zoning Commission at the last City Council meeting.

H. ADJOURNMENT

There being no further discussion, the meeting adjourned at 7:18 p.m.

Respectfully Submitted

Original Signed

Veronica Chandler, Planning Tech