



MINUTES

**PLANNING & ZONING COMMISSION MEETING
CITY OF LEANDER, TEXAS
Pat Bryson Municipal Hall ~ 201 North Brushy Street
Leander, Texas**

Thursday ~ November 12, 2015 at 7:00 pm

**Place 1 Chris Schwendenmann
Place 2 Morgan Cotten
Place 3 Jason Anderson
Place 4 Sid Sokol - Chair**

**Place 5 Richard Allen – Vice Chair
Place 6 Angela Means
Place 7 Marshall Hines**

1. Call to Order
Meeting called to order at 7:00 p.m.
2. Roll Call
**All Commissioners were present except Commissioner Cotten.
Commissioner Anderson left at 7:50 p.m.**
3. Presentation of Service Plaque to Exiting Commissioners Saenz and Wixson
 - 15 minute recess**Mayor Pro Tem Navarrette presented Commissioner Saenz and Wixson with a Plaque for their service to the Planning & Zoning Commission.**
4. Approval of Minutes:
Regular Planning & Zoning Meeting: October 22, 2015
Motion made by Commissioner Hines to approve the minutes, seconded by Commissioner Schwendenmann. Motion passed unanimously.
5. Director's report to P & Z Commissioners on actions taken by the City Council at the November 5, 2015 meeting. **Tom Yantis, Assistant City Manager, reported on actions taken by the City Council at the November 5, 2015 meeting.**
6. Review meeting protocol
Chairman Sokol referred to the printed meeting protocol.

7. Citizen Communications - Three (3) minutes of time is allowed, per speaker
No Citizens wished to speak.

8. Election of Chairman
A. Nomination for position of Chairman
B. Discussion of nominees
C. Election of Chairman

Motion made by Commissioner Anderson to elect Chair Sokol for Chair, seconded by Commissioner Hines. Motion passed unanimously with Chair Sokol abstaining.

9. Election of Vice Chairman
A. Nomination for position of Vice Chairman
B. Discussion of nominees
C. Election of Vice Chairman

Motion made by Chair Sokol to elect Vice Chair Allen for Vice Chair, seconded by Commissioner Anderson. Motion passed unanimously.

10. Election of Secretary
A. Nomination for position of Secretary
B. Discussion of nominees
C. Election of Secretary

Motion made by Commissioner Hines to elect Ellen Pizalate for Secretary, seconded by Commissioner Schwendenmann. Motion passed unanimously

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| Consent Agenda |
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11. Subdivision Case 15-FP-006: Consider action on the extension of the expiration of the Carneros Ranch, Section 3 Final Plat for 26.71 acres more or less; WCAD Parcels R523829, R032156, and R523830; generally located to the southeast of the intersection of North Lakeline Blvd and Old 2243 W on the east side; Leander, Williamson County, Texas. Applicant/Agent: CSF Civil Group, LLC on behalf of CT Development, INC.
12. Subdivision Case 15-TOD-FP-024: Consider action on the Oak Creek, Phase 2, Section 3 Final Plat for 13.659 acres more or less; WCAD Parcel R529006; generally located to the southwest of the intersection of San Gabriel Parkway and W Broade Street; Leander, Williamson County, Texas. Applicant/Agent: Pape Dawson Engineers (James A. Huffcut, Jr) on behalf of Sentinel/Cotter Leander, LLC.
13. Subdivision Case 15-SFP-012: Consider action on the Leander 2243 Subdivision Short Form Final Plat for 19.628 acres more or less; WCAD Parcels R393875–R393879; generally located 1,500 feet to the east of the intersection of N Bagdad Road and Old 2243 W on the north side of Old 2243 W, Leander, Williamson County Texas. Applicant/Agent: Kimley-Horn (Robert Smith, PE) behalf of Hero Way 28.444 JV.
14. Subdivision Case 15-SFP-013: Consider action on the South San Gabriel Ranches Short Form Final Plat being 10.25 acres more or less; WCAD Parcels R037794–R037796, R539854; generally located 1,800 feet south of the intersection of CR 270 and Orchard, on the east side of CR270, Leander, Williamson County Texas. Applicant/Agent: Sheryl Vicenik on behalf of David & Sandra Clifton, Lieberman Garcia & Maria Guadalupe Palacios, and Paul Fuller.

Commissioner Hines moved to approve the consent agenda with staff recommendation; Vice Chair Allen seconded the motion. Motion passed unanimously.

Public Hearing

15. Zoning Case 15-Z-029: Hold a public hearing and consider action on the rezoning of two lots, for 0.9596 acres more or less, located at 1605 and 1607 Tierra Alto, WCAD Parcels R035590 and R035591. Currently, the property is zoned SFU/MH-2-B (Single-Family Urban/Manufactured Home) and the applicant is proposing to zone the property TF-2-B (Two-Family), Leander, Williamson County, Texas. Applicant: Jose Raul Reyes

a) Staff Presentation

Robin Griffin, Senior Planner, stated that staff reviewed the request and recommends approval of the requested TF-2-B (Two-Family).

b) Applicant Presentation

Jose Raul Reyes applicant explained the purpose for the zoning request.

c) Open Public Hearing

**Chairman Sokol opened the public hearing.
No one wished to speak.**

d) Close Public Hearing

Chairman Sokol closed the public hearing.

e) Discussion

Discussion took place.

f) Consider Action

Commissioner Hines moved to approve with staff recommendation of TF-2-B (Two-Family). Commissioner Schwendenman seconded the motion. Motion passed unanimously.

Regular Agenda

16. Discussion of proposed amendments to the Composite Zoning Ordinance, Subdivision Ordinance, and Sign Ordinance.

a) Staff Presentation

Robin Griffin, Senior Planner discussed the proposed amendments to the Composite Zoning Ordinance, Subdivision Ordinance and Sign Ordinance.

b) Discussion

Discussion took place.

c) Consider Action

Commissioner Hines made a motion to bring the list with the following addition to City Council:

- **SIGN ORDINANCE: Provide regulations and definitions for the brightness level and animation of EMC signs.**

Commissioner Means seconded the motion. Motion passed unanimously.

17. Discussion of City Council approval of the Comprehensive Plan update on October 15, 2015.

a) Staff Presentation

No staff presentation.

b) Discussion

Commissioners had discussion.

18. Meeting Adjourned **8:32 p.m.**

Chairman Sokol

ATTEST:

Ellen Pizalate, Secretary