



City of Pflugerville

Minutes - Final

Planning and Zoning Commission

Monday, May 5, 2025

7:00 PM

1611 Pfennig Lane

Regular Meeting

1 Call to Order

Chair Jonathan Coffman called the meeting to order at 7:01 p.m. Committee members Amanda Maedgen, Sally Decelis, Theresa Atkinson, Chelsea Burkett, and Andrew Crain were in attendance. Nicholas Hudson joined the meeting at 7:03 p.m.

City Staff in attendance: Emily Barron, Assistant City Manager; Yasmin Turk, Planning Manager; Jeremy Frazzell, Principal Planner; Robert Polanco, Building Official; Robyn Miga, Director of Development Engineering; Clevan Rodrigues, Planner I; Kristin Gummelt, Planner II; Michael Patroski, Senior Planner; Abby Morrison, Public Works Services Director; Cindy Breau, CIP Program Manager; Evan Groeschel, Operations Director; Brandon Pritchett, Public Utility Director; Jeff Achee, Assistant Parks & Recreation Director; Shane Mize, Parks & Recreation Director; Tracy Waldron, Finance Director; and Rosie Rodriguez, Administrative Tech.

2 Citizens Communication

No one addressed the committee.

3 Consent Agenda

Chair Coffman ask if there were any items on the Consent Agenda that the Commission would like to remove. Item 3D was moved to Discuss and Consider. Chair Coffman read through items 3A, 3B, and 3C. Mr. Crain moved to approve the consent agenda. Ms. Maedgen seconded the motion. All present voted in favor. The motion to approve the consent agenda passed.

Items 3A, 3B, and 3C were approved on the consent agenda. Item 3D was moved to Discuss and Consider.

3A

Approving a Final Plat for Weiss Kelly Subdivision; an approximate 17.722 acres of land out of the Flint Survey No. 11, Abstract No. 277; in Travis County, Texas (FP2024-000401).

Item was approved on the consent agenda.

3B

Approve the Planning & Zoning Commission Minutes for June 3, 2024 regular meeting.

Item was approved on the consent agenda.

- 3C** Approve the Planning & Zoning Commission Minutes for January 6, 2025 regular meeting.

Item was approved on the consent agenda.

4 Public Hearing

- 4A** Conduct a public hearing and consider amending Title XV Land Usage, Chapter 153 of the Code of Ordinances of the City of Pflugerville, Texas, by amending the Aspire Pflugerville 2040 Comprehensive Plan adopted by Ordinance No. 1545-22-04-26, to incorporate the Pflugerville Pforward Master Mobility Plan.

Mr. Frazzell and Kelly Rees from Kimley-Horn presented the Master Mobility Plan (MMP). She mentioned that public engagement events and an online website were used to assist in obtaining feedback from citizens to help develop this plan. She went into detail about the roadway changes, trail additions, and cross section changes proposed in this plan. Ms. Rees said this MMP was going to City Council on May 13th and again on May 27th for final approval.

Chair Coffman ask if any members of the public wanting to speak at the Public Hearing. Hearing none, Chair Coffman requested a motion to close the Public Hearing. Mr. Hudson moved to close. Ms. Maedgen seconded the motion. All present voted in favor. The motion to close the Public Hearing was passed.

Mr. Crain moved to approve. Ms. Maedgen seconded the motion. All present voted in favor. The motion to approve 4A passed.

5 Discuss and Consider

- 3D** Master Fee Schedule FY2026 Update

Item 3D was moved from the Consent Agenda. When asked to explain where we are compared to other cities on fees and how the Annexation and De-annexation fees were assessed, Ms. Barron answered that we fall in the middle of other cities in regard to fees. She said we previously did not have a fee for annexation and that the fee was added based on the amount of time it takes staff to get these types of requests completed. When asked about water meter and tap fees, Mr. Pritchett answered that the fee is based on the cost of materials.

Mr. Crain moved to approve. Ms. Maedgen seconded the motion. All present voted in favor. Mr. Hudson left at 7:53 p.m. before the vote. The motion to approve 4A passed.

- 5A** Discuss and consider the 5-year Capital Improvement Plan (CIP) for Fiscal Years 2026-2030.

Ms. Morrison discussed the 5-year Capital Improvement Plan (CIP) for fiscal

years 2026 through 2030. She said the CIP includes 118 projects totaling \$2.3 billion in investment. She pointed out the changes that were made from the last meeting on April 7, 2025. Some of the changes included adding the SCADA Network Fiber Project (FA 2703), some costs were increased to take inflation rates into consideration, and some project descriptions that were updated. Mr. Pritchett further discussed the SCADA Network Fiber Project.

Ms. Crain moved to approve. Ms. Maedgen seconded the motion. All present voted in favor. The motion to approve 5A passed.

5B

Discuss and consider action to approve the Unified Development Code Assessment Report.

Mr. Frazzell presented the Unified Development Code (UDC) Assessment Report. Matt Goebel, consultant with Clarion, went over the project timeline and the report's format and sections. He then discussed briefly the big takeaways of the current UDC. Mr. Goebel suggested reformatting the UDC to make it user friendly and changing some procedures to eliminate repetition.

Ms. Maedgen moved to approve. Mr. Crain seconded the motion. All present voted in favor. The motion to approve 5B passed.

6 Adjourn

Meeting adjourned at 9:20 p.m.

Respectfully submitted,

Jonathan Coffman, Chair
Planning and Zoning Commission

Approved as submitted on this ____ day of _____, _____