



City of Pflugerville

Minutes - Final

Planning and Zoning Commission

Monday, January 6, 2025

7:00 PM

1611 Pfennig Lane

Regular Meeting

1 Call to Order

Chair Jonathan Coffman called the meeting to order at 7:00 p.m.
Commissioners Nicholas Hudson, Andrew Crain, Amanda Maedgen, Sally Decelis, Chelsea Burkett and Theresa Atkinson were in attendance.

City Staff in attendance: Emily Barron, Assistant City Manager, Yasmin Turk, Planning Manager, Jeremy Frazzell, Principal Planner, Trista Evans, City Secretary, Kristin Gummelt, Planner II, Michael Patroski, Senior Planner, Clevan Rodrigues, Planner I, and Rosie Rodriguez, Administrative Tech.

2 Citizens Communication

No one addressed the committee.

3 Discuss Only

3A Presentation regarding board, commission, and committee policy and procedure.

Ms. Evans provided a brief overview of what Home-rule city means and the role of Boards and Commissions. She went over the Code of Conduct and Conflict of Interest. Ms. Evans discussed the Open Meetings Act, Notice of Meetings, Open Session and Executive Session. She provided information about the Public Information Act and went over best practices regarding emails and documents for Open Records Request. She also briefly discussed record management and retention.

4 Discuss and Consider

4A Discuss and consider action to appoint a Chair and Vice Chair.

Mr. Hudson nominated Jonathan Coffman to continue being Chair of the P&Z Commission. Chair Coffman accepted the nomination. All present voted in favor. The motion to approve Chair Coffman to continue as Chair passed.

Ms. Maedgen nominated Mr. Hudson as Vice Chair. Mr. Crain seconded the motion. All present voted in favor. The motion to approve Mr. Hudson as Vice Chair passed.

5 Consent Agenda

Chair Coffman ask if there were any items on the Consent Agenda that the Commission would like to remove. Chair Coffman read through item 5A, 5B, and 5C. Mr. Hudson moved to approve the consent agenda. Mr. Crain seconded the motion. All present voted in favor. The motion to approve the consent agenda passed.

Items 5A, 5B, and 5C were approved on the consent agenda.

- 5A** Approving a Final Plat for Lakeside Meadows Phase 6 & 7; an approximate 27.407-acre tract of land out of the W Caldwell Survey, Section No. 66, Abstract No. 162; in Pflugerville, Texas to be known as the Lakeside Meadows Phase 6 & 7 Final Plat (FP2024-000349).

Approved on the Consent Agenda

- 5B** Approving a Final Plat for Gindin Subdivision, an approximately 10.032-acre tract out of the M. Wilbarger Survey, Abstract No. 663, Williamson County, Texas, generally located at the northwest of the Rowe Lane and CR 139 intersection, to be known as Gindin Final Plat (FP2024-000308).

Approved on the Consent Agenda

- 5C** Approving a Final Plat for Impact Way IV; an approximate 17.6863 acres of land out of the William Caldwell Survey, Abstract No. 162; in Travis County, Texas, generally located south of the terminus of Impact Way and west of SH 130 (FP2024-000233).

Approved on the Consent Agenda

6 Discuss and Consider

No items were pulled from the Consent Agenda.

7 Public Hearing

- 7A** To receive public comment and consider an ordinance amending the City of Pflugerville Code of Ordinances Title XV Land Usage, Chapter 153 Planning, by amending the Future Land Use Map in the Downtown District Overlay from Suburban Residential to Mixed-Use Neighborhood for the following Travis County Property Ids: 276146, 276147, 276127, 276126, 276125, 276124, 276123, 276122, 276023, 276129, 276133, 276132, 276131, 276130, 276177, 274586, 274585, 276186 and from Suburban Residential to Institutional for Travis County Property Id: 276023; all to be known as the 2025 Downtown FLUM Amendment (CPA2024-00499)

Mr. Frazzell presented the 2025 Downtown Future Land Use Map (FLUM) Amendment. He provided a summary of the amended FLUM which would affect 18 properties of the Downtown District Overlay. He explained that the proposed amendment changes 17 of the properties from Suburban Residential to Mixed-Use Neighborhood and changes one property from Suburban Residential to Institutional. Mr. Frazzell pointed out on a map the affected areas. He said staff recommends approval and this item will go to City Council for consideration on January 28, 2025.

Mr. Hudson asked if the property owners had been notified. Mr. Frazzell said they have been notified, and he had not received any responses.

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. Ms. Maedgen moved to close the Public Hearing. Mr. Crain seconded the motion. All present voted in favor. The motion to close the Public Hearing passed.

Mr. Crain moved to approve. Ms. Maedgen seconded the motion. All present voted in favor. The motion to approve 7A passed.

8 Adjourn

Meeting adjourned at 7:35 pm.

Respectfully submitted,

Jonathan Coffman, Chair
Planning and Zoning Commission

Approved as submitted on this ____ day of _____, _____