



# City of Pflugerville

## Minutes - Final

### Planning and Zoning Commission

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Monday, December 4, 2017

7:00 PM

100 E. Main St., Suite 500

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#### Regular Session

#### 1 Call to Order

**Staff Present:** Emily Barron AICP, Planning Director; Jeremy Frazzel, Assistant Planning Director; Erin Sellers, Senior Planner; Abigail Rose, Planner II; Ian Beck, Planner I; Kristin Gummelt, Administrative Technician

**Vice-Chair Flores called the meeting to order at 7:03 pm.**

**Present** 4 - Vice Chair Daniel Flores, Commissioner Geoff Guerrero, Commissioner Oscar R. Mitchell and Commissioner Karen Duncan

**Absent** 3 - Chair Tammie Williamson, Commissioner Karen Arnold and Commissioner Pat Epstein

#### 2 Citizens Communication

There were none.

#### 3 Consent Agenda

**3A** [2017-6286](#) Approving a Preliminary Plan for Costco Wholesale; a 22.27-acre tract of land out of the John Davis Survey No. 231, Abstract No. 13; in Pflugerville, Texas.

**Approved on the Consent Agenda**

**3B** [2017-6287](#) Approving a Final Plat for Costco Wholesale; a 22.27-acre tract of land out of the John Davis Survey No. 231, Abstract No. 13; in Pflugerville, Texas. (FP1708-02)

**Approved on the Consent Agenda**

**3C** [2017-6361](#) Approving a Final Plat for Jakes Hill Condominiums; a 14.415-acre tract of land out of the George Grimes Survey Abstract No. 306 and the V. W. Swearengen Survey Abstract No. 724 in Travis County, TX (FP1704-03)

**Approved on the Consent Agenda**

**4D** [2017-6282](#) Approving the Sorento Phase 8 Final Plat; a 26.161-acre tract of land out of the John C. Bray Survey No. 10, Abstract No. 73; in the City of Pflugerville, Travis County Texas.

(FP1708-01)

Ms. Gummelt read the consent agenda.

Commissioner Mitchell motioned to approved the consent agenda as read.

Commissioner Duncan seconded the vote. All in favor. Mation carried.

#### 4 Public Hearing

##### 4A [ORD-0386](#)

To receive public comment and consider an application to rezone Lot 1 and Lot 2, Block A Hankins Subdivision, consisting of approximately 1.942 acres of land locally addressed as 405 and 407 FM 685, from General Industrial (GI) to General Business 2 (GB2) district; to be known as the Hankins Subdivision Rezoning. (REZ1711-01)

Jeremy Frazzell, Assistant Planning Director presented this item.

Mr. Frazzell gave a general overview of the properties. The properties are currently zone General Industrial, GI and are seeking to be rezoned to General Business II, GB2. The properties currently have two automotive businesses on them. When the properties were zoned GI in 1995 the current use was allowed. In 2007 when the code was amended the current land use became non-conforming. The rezoning of these properties to GB2 would put the land back in conformance. The GB2 zoning is consistent with the Comprehensive Plan and adjacent land uses for this area. The staff does recommend this request for approval.

Commissioner Mitchell motioned to close the public hearing. Commissioner Guerrero seconded the motion. All in favor. Motion carried.

Commissioner Guerrero asked about the turn around on the property and how the rezoning came about. Mr. Frazzell stated that the current owner of the business sold the business and in the process of trying to get permits for the property it was discovered the current use is non-conforming and the seller went through the process of obtaining a non-conforming letter. The current use would be allowed to continue on the property as is but if in the future the owner wanted to expand the business it would have to conform to the GI land uses. Through this process the owners elected to make the property conforming and applied to rezone to GB2.

Commissioner Guerrero asked if the property would then be required to meet all current development codes. Mr. Frazzell explained that the property would not have to meet current code unless they decided to expand the business. At which point the new additions would have to follow all current development codes.

Commissioner Duncan motioned to approve the request for rezoning. Commissioner Mitchell seconded the vote. All in favor. Motion Carried.

##### 4B [ORD-0388](#)

To receive public comment and consider an application to rezone approximately 5.02 acres out of the Sefrin Eislin Survey No. 1, Abstract No. 265, locally addressed as 701 FM 685, from General Industrial (GI) to General Business 1 (GB1) district; to be known as North Forest Office Space Rezoning. (REZ1710-02)

Jeremy Frazzell, Assistant Planning Director presented this item.

The subject property is located at 701 FM 685. It has frontage on both FM 685 and Old Austin-Hutto Rd. The property is zoned General Industrial, GI, and seeking to rezone to General Business I, GB1. Mr. Frazzell gave a history on the property. He stated that the developers are looking at constructing an office space / retail space at this location. He stated that the rezoning fits into the Comprehensive Plan and the properties surrounding the subject property are already zoned GB1 or GB2. The staff recommends approval of this request.

Commissioner Guerrero motioned to close the public hearing. Commissioner Mitchell seconded the motion. All in favor. Motion carried.

Vice-Chair Flores asked about the uses that are not permitted in the GB1 that are permitted in GB2. Mr. Frazzell explained the different uses that would be allowed in GB2 but not be allowed in GB1.

Commissioner Mitchell motioned to approve the request for rezoning. Commissioner Duncan seconded the motion. All in favor. Motion carried.

**4C**     [2017-6360](#)

To receive public comment and consider an application to Replat Lot 58, Block B of the Cambridge Heights Commercial subdivision, in order to create three lots. (FP1707-04)

Jeremy Frazzell, Assistant Planning Director presented this item. Mr. Frazzell stated that per state law replats are required to go through the public hearing process. The subject property is currently platted as one large lot. The applicant is proposing to replat into three separate lots. The applicant is looking to put a retail center on lot 2.

Commissioner Mitchell motioned to close the public hearing. Commissioner Guerrero seconded the motion. All in favor. Motion carried.

Vice Chair Flores asked about the access to the site. Mr. Frazzell stated that the two drives already established for this property will be the only two drives allowed per spacing requirements of the city.

Commissioner Mitchell motioned to approve the replat. Commissioner Duncan seconded the motion. All in favor. Motion carried.

**5**     **Discuss and Consider**

**5A**     [RES-0472](#)

Conduct the second public hearing and consider approving the resolution providing approval of the Community Development Block Grant (CDBG) program proposed 2014 Amended Action Plan.

**Adopted**

**5B**     [RES-0473](#)

Discuss and consider recommending a resolution providing approval of the Community Development Block Grant (CDBG) program proposed 2015 Second Amended Action Plan.

**Adopted**

- 5C**     [RES-0474](#)     Discuss and consider recommend approval of the resolution providing approval of the Community Development Block Grant (CDBG) program proposed 2016 Second Amended Action Plan.

**Adopted**

- 5D**     [RES-0477](#)     Discuss and consider recommending approval of a resolution adopting a Community Development Block Grant (CDBG) Amended Citizen Participation Plan.

**Adopted**

- 5E**     [RES-0478](#)     Discuss and consider recommending approval of the Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year 2016.

**These items were presented and discussed together by Emily Barron, Planning Director ACIP.**

**Ms. Barron gave an overview of the Community Development Block Grant (CDBG) program. She outlined the changes that would be made to the 2014, 2015 and 2016 Action Plans. The amendments are primarily focused on budget amendments. The amendments will reallocate CDBG funding to proposed roadway projects. Ms. Barron outlined the timeline for the design and construction of the roadways. The alternate project of frost circle was added to every Action Plan so that future amendments do not have to be made to allocate funds to this project.**

**Vice Chair Flores inquired about why the design of all the roads will not be done from the beginning. Ms. Barron explained that the way funds are allocated from Housing and Urban Development (HUD) it becomes difficult to pay for projects that were designed but never constructed. There will be a 30 % design for the overall project design since the roadways all interconnect. From there each road way will be designed and built so the funds are spent in an efficient manner. Commissioner Guerrero asked how the roadway will be constructed. Ms. Barron explained that the roadway will have ditches along the side and ribbon curb. Vice-Chair Flores inquired as to whether these projects could fall out the HUD requirements before they are constructed. Ms. Barron stated that she did not anticipate that they would. The projects fall well within the requirements for HUD and once the contract for construction is signed it locks in the percentage for the time frame.**

**Ms. Barron gave an overview of the citizen participation program (CPP). She outlined the proposed amendments to the citizen participation plan. In 2015 HUD changed the assessment of fair housing requirements. It is now a regional assessment and the City of Pflugerville partners with the City of Austin. When this happened criteria had to be added on how the City of Pflugerville would communicate to its resident. Ms. Barron gave an overview of the plan, with these amendments the city will be in compliance with the HUD guidelines.**

**Ms. Barron gave an overview of the Consolidated Annual Performance Evaluation Report (CAPER). She outlined the projects and programs that were**

completed in Plan Year (PY) 2016.

Ms. Barron discussed the upcoming actions and items for the CDBG program, then asked for three actions from the Commission to take to City Council for the items presented.

Commissioner Mitchell motioned to approve the 2014, 2015, and 2016 amended Action Plans. Commissioner Duncan seconded the motion. All in favor. Motion carried.

Commissioner Duncan motioned to approve the amended Citizen Participation Plan. Commissioner Mitchell seconded the motion. All in favor. Motion carried.

Commissioner Guerrero motioned to approve the 2016 Consolidated Annual Performance Evaluation Report. Commissioner Mitchell seconded the motion. All in favor. Motion carried.

## **6 Future Agenda Items**

**The next regular scheduled meeting will be January 8th 2018.**

## **7 Adjourn**

**Tammie H. Williamson, Chairman, Planning and Zoning Commission**

Commissioner Mitchell made a motion to adjourn the meeting. Commissioner Duncan seconded the motion. All in favor. The meeting was adjourned at 7:50 p.m.

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Tammie Williamson, Chair  
Planning and Zoning Commission

1. Respectfully, submitted on this 8th day of January, 2018.