



City of Pflugerville

Minutes - Final

Planning and Zoning Commission

Monday, June 6, 2016

7:00 PM

100 E. Main St., Suite 500

Regular Meeting

1 Call to Order

Commissioner Kevin Kluge called the regular meeting to order at 7:03 p.m. Vice Chairman Daniel Flores, Commissioners Geoff Guerrero, Karen Arnold and Tammie Williamson were in attendance. City employees attending: Emily Barron, Planning Director; Jeremy Frazzell, Senior Planner and Dana Lively, Administrative Technician.

2 Citizens Communication

The Planning and Zoning Commission welcomes comment on items relevant to the Planning and Zoning not already scheduled on tonight's agenda. In accordance with the Texas Attorney Generals' opinion, any public comment that is made on an item that is not on the published agenda will only be heard by the Commission. No formal action, discussion, deliberation, or comment will be made by the Commission. Each person providing public comment will be limited to five (5) minutes and will be asked to state his or her name and address for the public record.

Former P&Z Commissioner Renae Mitchell spoke before the Commission stating that due to being elected as a PfISD school board member, she has resigned her position on the Commission. She stated she appreciated and enjoyed the time she spent on the Commission.

3 Consent Agenda

All matters listed under the Consent Agenda, are considered routine by the Commission and will be enacted by one motion. These items include preliminary and final plats, where staff has found compliance with all minimum subdivision regulations. All items approved by consent are approved with any and all staff recommendations. There will not be separate discussion of these items. If any Commissioner desires to discuss an item on the Consent Agenda, it will be moved to the Regular Agenda for further consideration.

- 3A [2016-4936](#) Approve the Planning and Zoning Commission minutes for the May 2, 2016 regular meeting

Approved on the Consent Agenda

- 3B** [2016-4937](#) Approve the Planning & Zoning Commission Worksession minutes for the May 10, 2016 joint meeting with City Council
Approved on the Consent Agenda
- 3C** [2016-4922](#) Approving the Penley Park Revised Preliminary Plan; a 48.83-acre tract of land out of the J. Davis Survey No. 13, Abstract No. 231 in Pflugerville, Texas. (PP1605-02)
Approved on the Consent Agenda
- 3D** [2016-4923](#) Approving the Penley Park, Phase 2 Amended Final Plat; a 12.292-acre tract of land out of the Peter Conrad Survey No. 71 in Pflugerville, Texas. (FP1604-01)
Approved on the Consent Agenda
- 3E** [2016-4924](#) Approving the Penley Park, Phase 3 Final Plat; a 15.647-acre tract of land out of the Peter Conrad Survey No. 71 in Pflugerville, Texas . (FP1604-01)
Approved on the Consent Agenda
- Ms. Lively read the Consent Agenda as written.**
- Commissioner Arnold made a motion to approve the Consent Agenda as read.
Vice Chairman Flores seconded the motion. All in favor. Motion carried.**

4 Public Hearing

The Commission welcomes comment on the following items. Each person providing public comment will be limited to five (5) minutes and will be asked to state his or her name and address for the public record.

- 4A** [ORD-0302](#) To receive public comment and consider an application to rezone approximately 0.538 acres of Lot 40, Block "I", Springbrook Centre, Phase A, located in the John Van Winkle Survey No. 14, Abstract No. 786, locally addressed as 208 Grand Avenue Parkway, from Agriculture/Conservation (A) to Neighborhood Services (NS) district; to be known as 208 Grand Avenue Parkway Rezoning. (REZ1605-01)
- Chairman Kluge opened item 4A for public hearing and consideration. He read the item to the Commission. Jeremy Frazzell, Senior Planner, presented the information and answered questions from the Commission. One resident requested to speak on the item and generally had questions related to future development adjacent to the subject site. Mr. Frazzell answered the questions.**
- Vice Chairman Flores made a motion to close the public hearing.
Commissioner Williamson seconded the motion. All in favor. Motion carried.**
- Commissioner Arnold made a motion to approve item 4A as presented.
Commissioner Williamson seconded the motion. All in favor. Motion carried.**

4B [ORD-0303](#)

To receive public comment and consider an application to rezone approximately 4.642 acres of land in the E. Bebee Survey No. 5, located along the south side of Black Locust, generally northwest of the Black Locust and Pfennig Ln intersection, from Neighborhood Services (NS) to Single Family Mixed Use (SF-MU) district; to be known as KP Brothers Home Rezoning. (REZ1605-02)

Chairman Kluge opened item 4B for public hearing and consideration. He read the item to the Commission. Jeremy Frazzell, Senior Planner, presented the information and answered questions from the Commission. There were no requests to speak at the public hearing.

Vice Chairman Flores made a motion to close the public hearing.
Commissioner Arnold seconded the motion. All in favor. Motion carried.

Vice Chairman Flores made a motion to approve item 4B as presented.
Commissioner Guerrero seconded the motion. All in favor. Motion carried.

4C [ORD-0304](#)

To receive public comment and consider an application to rezone portions of the Carmel Phase 1 development to the Single Family Mixed Use (SF-MU) and the Single Family Residential (SF-R) zoning districts for purposes of establishing a new residential development. The property is generally located east of Weiss Lane, west of Wilbarger Creek, north of Cameron Road, south of Jesse Bohls, and abutting portions of the eastern and southern boundaries of the future high school 4; situated in the J. Leisse Survey, Abstract No. 496, J. Wiehl Survey, Abstract No. 802, and the W. Caldwell Survey, Abstract No. 162. The SF-MU district is proposed to consist of approximately 45.5 acres, while the SF-R district is proposed to consist of approximately 240.7 acres; all to be known as Carmel Phase 1 Rezoning. (REZ1604-01)

Chairman Kluge opened item 4C for public hearing and consideration. He read the item to the Commission. Jeremy Frazzell, Senior Planner, presented the information and answered questions from the Commission. Two residents spoke regarding the proposal with general questions regarding the development. No objection was received. Mr. Frazzell responded to questions.

Vice Chairman Flores made a motion to close the public hearing.
Commissioner Williamson seconded the motion. All in favor. Motion carried.

After discussion of the item, Commissioner Arnold made a motion to approve item 4A as presented. Commissioner Williamson seconded the motion. All in favor. Motion carried.

5 **Discuss and Consider**

5A [RES-0334](#)

Discuss and consider recommendations regarding Community Development Block Grant (CDBG) program amended Action Plan for Program Year 2015.

Chairman Kluge opened items 5A and 5B for discussion and consideration. Emily Barron, Planning Director, presented the item.

The CDBG program provides annual grants on a formula basis to entitled communities to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. The City of Pflugerville became an entitlement community in 2013 and developed the first 5-year Consolidated Plan and Annual Action Plan at that time. The Consolidated Plan serves as the application to the United States Department of Housing and Urban Development (HUD) for CDBG funding. The Consolidated Plan is designed to aid local jurisdictions in assessing their housing and community development needs and priorities. The priorities established by the Consolidated Plan are carried out through actions and activities each year as established in the Annual Action Plan.

The proposed Amended 2015 Action Plan is available for public viewing until Thursday, June 30, 2016 at the following link: www.pflugervilletx.gov/cdbg or at the Pflugerville Public Library and the Travis County Community Center.

The allocated funding available for actions and activities for the 2015 Program Year is \$247,840. This is an annual allocation and the estimated amount the City may anticipate receiving annually over the next five years. The projects presented reflect the needs identified by the CDBG Amended Consolidated Plan adopted by City Council in April of 2016 which emphasizes the need to focus projects on parks, infrastructure (sidewalks, trails, streetlights) and public service including senior projects and programs. The proposed amendment offers new projects under consideration due to unforeseen changes at the time the original Action Plan for 2015 was completed. Amendments to the plan also incorporated funds from the 2014 Program Year that were remaining due to projects that could not be completed because of changing demographics. The total allocation for the amended 2015 Program Year is estimated at \$408,076 with PY 2015 allocation in addition to funds remaining from PY 2014. A portion of the funds received will be used towards administration costs to cover a consultant for grant oversight at a maximum of \$40,000.

The proposed projects include:

1. Foothill Farms Loop Sidewalk Construction (under construction)
2. Recreation Center Accessibility Improvements for Seniors (under construction)
3. Edgemere Drive Sidewalk and Barrier Improvements (under construction)
4. Youth Recreation Scholarship Program (in progress)
5. *NEW* Senior Park - Phase I (construction of parking and initial amenities for a park facility within Bohls Park)
6. *NEW* Gatlinburg Sidewalk Improvements (sidewalk and accessibility improvements, and a new sidewalk along Pigeon Forge Drive connecting the neighborhood to Immanuel Road)

1A. *NEW* Alternate Project - Windermere Pool Bathroom Renovation

2A. *NEW* Alternate Project - Senior Park Additional Amenities

Comments received during the public hearings at City Council on June 14th and June 28th will be taken into consideration in the final staff recommendation presented to City Council for approval.

The Planning and Zoning Commission serves as the CDBG Advisory Board.

Chairman Kluge made a motion to recommend the CDBG program amended Action Plan for Program Year 2015 to City Council. Vice Chairman seconded the motion. All in favor. Motion carried.

5B [RES-0335](#)

Discuss and consider recommendations regarding Community Development Block Grant (CDBG) program Action Plan for Program Year 2016.

Chairman Kluge opened items 5A and 5B for discussion and consideration. Emily Barron, Planning Director, presented the item.

The CDBG program provides annual grants on a formula basis to entitled communities to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. The City of Pflugerville became an entitlement community in 2013 and developed the first 5-year Consolidated Plan and Annual Action Plan at that time. The Consolidated Plan serves as the application to the United States Department of Housing and Urban Development (HUD) for CDBG funding. The Consolidated Plan is designed to aid local jurisdictions in assessing their housing and community development needs and priorities. The priorities established by the Consolidated Plan are carried out through actions and activities each year as established in the Annual Action Plan.

The proposed 2016 Action Plan is available for public viewing until Thursday, June 30, 2016 at the following link: www.pflugervilletx.gov/cdbg or at the Pflugerville Public Library and the Travis County Community Center.

The allocated funding available for actions and activities for the 2016 Program Year is \$245,000. This is an annual allocation and the estimated amount the City may anticipate receiving annually over the next five years. The projects presented reflect the needs identified by the CDBG Amended Consolidated Plan adopted by City Council in the April of 2016 which emphasizes the need to focus projects on parks, infrastructure (sidewalks, trails, streetlights) and public service including senior projects and programs.

The proposed projects include:

1. Senior Center Renovations (expansion of the senior center area within the Recreation Center)
2. Senior Park - Phase II (construction of parking and initial amenities for a park facility within Bohls Park)
3. Youth Scholarship Program

1A. Alternate Project - Windermere Pool Bathroom Renovation

2A. Alternate Project - Senior Park Additional Amenities

Comments received during the public hearings at City Council on June 14th and June 28th will be taken into consideration in the final staff recommendation presented to City Council for approval.

The Planning and Zoning Commission serves as the CDBG Advisory Board.

A second public hearing regarding the Amended Action Plan for Program Year 2015 is scheduled for City Council on June 28, 2016. If there are no changes to the proposed projects based on public input, formal acceptance of the Amended Action Plan for 2015 is anticipated by City Council on the same day.

Vice Chairman Flores made a motion to recommend the CDBG program Action Plan for Program Year 2016 to City Council. Commissioner Guerrero seconded

the motion. All in favor. Motion carried.

6 Future Agenda Items

The next Planning and Zoning Commission meeting will be Monday, July 18, 2016 at 7:00 pm.

7 Adjourn

Vice Chairman Flores made a motion to adjourn. Commissioner Williamson seconded the motion. All in favor. Motion carried. The meeting was adjourned at 8:44 p.m.

Kevin Kluge, Chairman
Planning & Zoning Commission

Respectfully submitted on the 18th day of July, 2016.