



# City of Pflugerville

## Minutes - Final

### Board of Adjustment

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Wednesday, January 27, 2021

7:00 PM

100 E. Main St., Suite 500

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#### Regular Meeting (Telephone/Video Conference)

NOTICE IS HEREBY GIVEN In accordance with order of the Office of the Governor issued March 16, 2020, the Capital Improvement Advisory Committee of the City of Pflugerville will conduct a video/telephonic meeting in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). There will be no public access to the location described above.

This Meeting Agenda, and the Agenda Packet, are posted online at <https://pflugerville.legistar.com>

This telephonic/video meeting will be hosted through WebEx.  
Meeting Link: <https://pflugervilletx.webex.com/pflugervilletx/onstage/g.php?MTID=e7f45d937997d1f0de58f1758804790c7>

Access Code: 146 548 4325  
Dial-in number: United States Toll +1-408-418-9388 (US Toll)

Public comment will only be allowed via telephone/video conference. All speakers must register to speak at least 2 hours in advance of the meeting. Speakers must call in at least 15 minutes prior to the meeting start in order to speak. Written comments may also be submitted 2 hours in advance of the meeting.

To register to speak or to submit written comments, please email: [planning@pflugervilletx.gov](mailto:planning@pflugervilletx.gov) at least 2 hours in advance of the meeting.

A recording of the telephone/video meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request.

The meeting will be available live for viewing on PFTV on the City website: <https://www.pflugervilletx.gov/city-government/communications/pftv>

#### 1 Call to Order

Staff present: Emily Barron, Planning and Development Services Director; Jeremy Frazzell, Assistant Planning Director; Emily Draughon, Planner II; Ian Beck, Planner I; Kristin Gummelt, Planner I; Kazi Mohaimin, Admin Technician.

The meeting was called to order at 7pm.

Mr Frazzell made an announcement that Item 6A (2021-0075) had been withdrawn and would not be up for discussion or consideration.

Commissioner Knox (Present)  
Commissioner Norrell (Present)  
Commissioner Najera (Present)  
Commissioner Marwaha (Absent)  
Commissioner Clark (Present)  
Commissioner Kluge (Present)

## 2 Citizens Communication

There were none.

The Board of Adjustment welcomes comment on items relevant to the Board of Adjustment 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 Board. 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.

## 3 Discuss and Consider

### 3A Elect a Chair and Vice-Chair to the Board of Adjustment for 2021.

Commissioner Clark made a motion to appoint Barabara Najera as Chair and Melanie Knox as Vice Chair. Commissioner Kluge seconded. All in favor. Motion passes 5-0.

## 4 Consent Agenda

### 4A Approve the Board of Adjustments Meeting Minutes for October 21, 2020 regular meeting.

Attachments: [Minutes October 21, 2020](#)

Chair Najera read the Consent Agenda.

Commissioner Kluge made a motion to approve the Board of Adjustments meeting minutes from October 21, 2020. Vice Chair Knox seconded. All in favor. Motion passes 5-0.

### 4B Approving the Board of Adjustment meeting schedule for 2021.

Attachments: [BOA Schedule 2021](#)

Vice Chair Knox made a motion to approve the 2021 meeting schedule. Commissioner Clark seconded. All in favor. Motion passes 5-0.

**5 Presentation****5A** Discussing the role and responsibilities of the Board of Adjustment.

Ian Beck, Planner I made a presentation on the role and responsibilities of the Board of Adjustments Commission.

Chair Najera asked if Mr. Beck could send a copy of the presentation to the Commissioners by email for reference? Mr. Beck said that yes he would.

**6 Public Hearing****6A** THIS APPLICATION HAS BEEN WITHDRAWN, NO ACTION WILL BE TAKEN. To receive public comment and consider a Variance request to reduce the minimum tree planting landscape requirements for a multi-family development as stated in Subchapter 11 Table 11.3 C, of the Unified Development Code to be known as the 19365 Wilke Ln Variance (BOA2012-01).

**7 Adjourn**

**Anthony Nguyen, Chair, Board of Adjustment**

The Board of Adjustment may retire to executive session any time between the meeting opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code. Action, if any, will be taken in open session.

**Anthony Nguyen, Chair**

This is to certify that a copy of this agenda for this meeting was posted on the bulletin board located at the City Municipal Building on or before January 22, 2021 at 5:00 p.m. pursuant to Section 551.041, Government Code.

**Karen Thompson, City Secretary**

The City of Pflugerville is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please contact Ali Abdelfattah, Americans with Disabilities Act (ADA) Coordinator, at [alia@pflugervilletx.gov](mailto:alia@pflugervilletx.gov) or 512-990-6344 for information. Hearing-impaired or speech-disabled persons equipped with telecommunications devices for the deaf may call 7-1-1 or may utilize the statewide Relay Texas program at 1-800-735-2988.

**By Other Elected or Appointed Officials:**

It is anticipated that members of the City Council and/or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the City Council and/or other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the City Council and/or other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the City Council and/or boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for the City Council or board, commission or committee subject to the Texas Open Meetings Act.

Vice Chair Knox made a motion to adjourn. Commissioner Kluge seconded. All in favor. Meeting adjourned at 7:21pm.