



City of Pflugerville

Minutes - Final

Planning and Zoning Commission

Monday, July 17, 2023

7:00 PM

1611 Pfennig Lane

Regular Meeting

1 Call to Order

Chair Mitchell called the meeting to order at 7PM

Staff present: Emily Barron, Assistant City Manager; Jeremy Frazzell, Director Planning and Development Services; Robyn Miga, Planning and Development Services Assistant Director; Lee Simmons, City Attorney; Nathan Jones, Planning Manger; Samantha Fleischman, Planner I; Michael Patroski, Senior Planner; Zainab Haider, Planner I; Kristin Gummelt, Planner I; Tracy McMullen, Administrative Technician

Present 7 - Commissioner Nicholas Hudson, Commissioner Oscar R. Mitchell, Commissioner Amanda Maedgen, Commissioner Andrew Crain, Commissioner Allison Thompson, Commissioner Brad Hickman and Commissioner Jonathan Coffman

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.

There was none

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.

Item 2023-0626 was removed from the Consent Agenda and moved to Discuss and Consider by Commissioner Coffman.

3B [2023-0588](#) Approving a second revision to the approved Preliminary Plan for Lakeside Meadows; an approximate 320-acre tract of land out of the W. Caldwell Survey, Section No. 66, Abstract No. 162 and the E. Kirkland Survey, Abstract No. 458; in Pflugerville, Texas to be known as the Lakeside Meadows Preliminary Plan revision 2 (2023-4-PP).

Approved

3C [2023-0651](#) Approving the Planning and Zoning Commission Worksession Minutes for May 1, 2023 meeting.

Approved

3D [2023-0652](#) Approving the Planning and Zoning Commission Minutes for May 1, 2023 regular meeting.

Approved

3E [2023-0653](#) Approving the Planning and Zoning Commission Minutes for June 5, 2023 regular meeting.

Approved

4 Discuss and Consider

Items on the Consent Agenda may be pulled and moved to the regular agenda if the Commission requires discussion on an item(s).

3F [2023-0626](#) Approving the Planning and Development Services FY24 proposed fee adjustments.

Director Frazzell advised the Commission that the fees being brought forward for adjustments are those for the Planning, Engineering and Building Departments. If approved these fees would be included for recommendation and consideration with the budget as it's approved.

Commissioner Coffman asked how closely the new fees are aligned to some of the cities around us. He also asked if a new study went into place or is this a general yearly update. Director Frazzell advised there were processes that we did not have a fee for and some of the processes take a lot of staff time and legal time to be able to review the cases and we feel comfortable with the fees that are proposed. These fees are bringing us up to be equivalent with Hutto and Round Rock

Commissioner Maedgen stated she thought these were reasonable and necessary.

**Commissioner Thompson moved to approve item 3F.
Commissioner Coffman seconded the motion. All in favor. Motion passes.**

- 4A [RES-1099](#) Discuss and Consider action on the Community Development Block Grant (CDBG) Annual Action Plan for Program Year 2023.
 Kristin Gummelt, Planner I, gave a presentation.

5 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.

- 5A [ORD-0701](#) To receive public comment and consider an application for a Future Land Use Map amendment from Neighborhood Retail/Office/Commercial to Mixed Density Neighborhood for an approximately 22.53-acre property generally located at the northeast corner of Immanuel Road and Wells Branch Parkway, more specifically addressed 2516 Wells Branch Parkway; to be known as the NewGrowth Comprehensive Plan Amendment (2022-2-CPA).

Robyn Miga, Planning and Development Services Assistant Director, gave a presentation.

The applicant, Michelle Hausmann with LandUse Solutions and Isaac Carpe with New Growth also gave a presentation.

Commissioner Maedgen motioned to close Public Hearing. Commissioner Thompson seconded.

All in favor. Motion passes.

Commissioner Thompson moved to approve the denial of the amendment. Commissioner Maedgen seconded the motion. All in favor. Motion passes

- 5B [ORD-0724](#) Receive public comment and consider recommendation regarding the proposed Reclaimed Water Master Plan.

Brandon Pritchett, Public Utility Director with Public Works and Allen Moon with Quiddity, gave a presentation.

Commissioner Maedgen moved to close public hearing. Commissioner Thompson seconded the motion.

All in favor. Motion passes.

Commissioner Maedgen motioned to approve. Commissioner Thompson seconded the motion. All in favor. Motion passes.

5C [ORD-0728](#) Discuss and consider recommending approval of the updated Water and Wastewater Master Plans.

Andrea Brinkley, Capital Improvement Programs Director and Jessica Vassar with Freese and Nichols presented.

Commissioner Thompson moves to close public hearing. Commissioner Maedgen seconded the motion. All in favor. Motion passes.

Commissioner Maedgen motioned to approve. Commissioner Thompson seconded the motion. All in favor. Motion passes.

6 Adjourn

Chair Mitchell adjourned the meeting at 9:07 PM

Respectfully submitted,

**Oscar Mitchell, Chair
Planning and Zoning Commission
Approved as submitted on this 17th day of July, 2023.**