



City of Pflugerville

Minutes - Final - Draft

Planning and Zoning Commission

Monday, November 1, 2021

7:00 PM

100 E. Main St., Suite 500

Regular Meeting

1 Call to Order

Staff present: Emily Baron, Planning & Development Services Director; Jeremy Frazzell, Planning & Development Services Assistant Director; Tracy McMullen, Administrative Technician

Vice Chair Mitchell called the meeting to order at 7 PM.

Chair Romig arrived on the Dias directly after the meeting was called to order.

Present 5 - Commissioner Oscar R. Mitchell, Commissioner Dan Seligman, Commissioner Andrew Crain, Commissioner Robert Romig and Commissioner Nicholas Hudson

Absent 2 - Commissioner Brad Hickman and Commissioner Deborah Johnson

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 were none.

3 Presentation

3A [2021-1168](#) Presentation regarding Pflugerville Community Development Corporation.

Amy Madison, Executive Director of Pflugerville Community Development Corporation (PCDC), gave a presentation.

4 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.

- 4A [2021-0972](#) Approve the Planning and Zoning Commission Minutes for July 19, 2021 regular meeting.
Attachments: [July 19, 2021 Regular Meeting Minutes](#)
- 4B [2021-1143](#) Approve the Planning and Zoning Commission Minutes for August 2, 2021 regular meeting.
Attachments: [August 2, 2021 Regular Meeting Minutes](#)
- 4C [2021-1142](#) Approve the Planning and Zoning Commission Minutes for September 20, 2021 regular meeting.
Attachments: [September 20, 2021 Meeting Minutes](#)
- 4D [2021-1158](#) Approve the Planning and Zoning Commission Minutes for October 4, 2021 regular meeting.
Attachments: [October 4, 2021 Meeting Minutes](#)
- 4E [2021-1144](#) Approving a Preliminary Plan for Ballantyne Retail Replat of Lot 1 Block A, an approximate 8.32 acre tract of land known as Lot 1 of the Ballantyne Retail Subdivision in Travis County, TX. (PP2102-02)
Attachments: [Staff Report](#)
[Preliminary Plan](#)
- 4F [2021-1122](#) Approving a Final Plat for Grove at Blackhawk Section 3; 25.039-acre of land out of the James P. Kempe Survey No. 38, Abstract No. 845, in Travis County, Texas. (FP2107-02)
Attachments: [Grove at Blackhawk Section 3 Final Plat](#)
[Grove at Blackhawk Section 3 Final Plat Staff Report](#)

4G [2021-1141](#) Consider and Approve the 2022 Planning and Zoning Commission meeting schedule.

Attachments: [2022 Review and Meeting Schedules](#)

Tracy McMullen read the Consent Agenda.

Commissioner Crain asked why there were four (4) months of notes that needed approval. Emily Barron explained the Planning Administration Technician had left their position in July and it has taken this long to get all up to date.

Vice Chair Mitchell motioned to approve the Consent Agenda.
Commissioner Hudson seconded the motion. All in favor. Motion passes.

5 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).

5A [2021-1164](#) Discuss and consider recommending approval of the Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year 2020.

Attachments: [CDBG PY 2020 CAPER](#)

Emily Barron, Planning & Development Services Director, gave a presentation.

Commissioner Seligman motioned to approve the CAPER report.
Commissioner Crain seconded the motion.
All in favor. Motion passes.

5B [2021-1099](#) Discuss and Consider a Sign Waiver Request for a monument sign to be made of non-masonry structure for an Elementary School development at 428 Kingston Lacy Blvd, an 17.969 acre tract of land out of the Thomas G Stewart Survey, No. 6 in Pflugerville, TX if city limits. (ARB2109-01)

- Attachments:** [428 Kingston Lacy Blvd Site Map](#)
 [428 Kingston Lacy Blvd Zoning Map](#)
 [428 Kingston Lacy Blvd Request Letter](#)
 [428 Kingston Lacy Blvd Site Plan](#)
 [428 Kingston Lacy Blvd Exhibit](#)
 [428 Kingston Lacy Blvd Staff Report](#)

Jeremy Frazzell, Planning & Development Services Assistant Director, gave a presentation.

Due to their similar nature, items 5B and 5C were discussed at the same time.

**Commissioner Seligman motioned to approve items 5B and 5C.
 Commissioner Mitchell seconded the motion.**

Aye: 2 - Commissioner Oscar R. Mitchell and Commissioner Dan Seligman

Nay: 3 - Commissioner Andrew Crain, Commissioner Robert Romig and Commissioner Nicholas Hudson

5C [2021-1100](#) Discuss and consider a Sign Waiver Request for a monument sign to be made of non-masonry structure for an Elementary School development at 600 S Heatherwilde Blvd., Lot 1 Block A Spring Hill Elementary. (ARB2109-02)

- Attachments:** [600 S Heatherwilde Blvd Site Map](#)
 [600 S Heatherwilde Blvd Zoning Map](#)
 [600 S Heatherwilde Blvd Staff Report](#)
 [600 S Heatherwilde Blvd Exhibit](#)
 [600 S Heatherwilde Blvd Applicant Letter](#)
 [600 S Heatherwilde Blvd Site Plan](#)

Jeremy Frazzell, Planning & Development Services Assistant Director, gave a presentation.

Due to their similar nature, items 5B and 5C were discussed at the same time.

**Commissioner Seligman motioned to approve items 5B and 5C.
 Commissioner Mitchell seconded the motion.**

Aye: 2 - Commissioner Oscar R. Mitchell and Commissioner Dan Seligman

Nay: 3 - Commissioner Andrew Crain, Commissioner Robert Romig and Commissioner Nicholas Hudson

6 Adjourn

Chair Romig adjourned the meeting at 8:23 pm.

Robert Romig, Chair
Planning and Zoning Commission
Respectfully, submitted on this 1 day of November, 2021.