



City of Pflugerville

Minutes - Final

Planning and Zoning Commission

Monday, March 7, 2022

7:00 PM

100 E. Main St., Suite 500

Regular Meeting

1 Call to Order

Staff present: Emily Barron, Planning Director; Jeremy Frazzell, Assistant; Planning Director; Erin Sellers, Principal Planner; Kristin Gummelt, Planner I; Alicia Lundy-Morse, Planner I; Robyn Miga, Planner Manager; Tracy McMullen, Administrative Technician

Chari Romig called the meeting to order at 7:05 PM

Present 7 - Commissioner Brad Hickman, Commissioner Andrew Crain, Commissioner Robert Romig, Commissioner Deborah Johnson, Commissioner Nicholas Hudson, Commissioner Oscar R. Mitchell and Commissioner Amanda Maedgen

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 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** [2022-0264](#) Approving a Final Plat for Cielo North Phase 2 , a 14.956-acre tract of land out of the S. Darling Survey NO. 102, Abstract NO. 232, Pflugerville, Texas. (FP2105-01)

Attachments: [Cielo North Phase 2 Final Plat](#)
 [Cielo North Phase 2 Final Plat Staff Report](#)

3B [2022-0273](#) Approving a Final Plat for TCESD 2 Weiss Lane Subdivision, a 3.00 acre tract of land in the Joseph Weihl Survey No. 8, Abstract No. 802, Travis County, Texas (FP2107-01).

Attachments: [TCESD 2 Weiss Lane Final Plat Location Map](#)
 [TCESD 2 Weis Lane Final Plat Staff Report](#)
 [TCESD 2 Weiss Lane Final Plat](#)

3D [2022-0275](#) Approve the Planning and Zoning Commission Minutes for February 7, 2022 regular meeting.

Attachments: [February 7, 2022 P&Z Minutes](#)

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

4 Presentation

4A [2022-0290](#) Presentation regarding the subdivision process and the role of the Planning and Zoning Commission.

Kristin Gummelt, Planner I, gave a presentation.

Each month Staff will present a topic from the Development Process. Tonight's presentation is the Subdivision process, specifically platting. Staff reviews Preliminary Plats and Final Plats for areas in the Pflugerville ETJ as well as the City Limits.

When a new development comes in, timeline is first Zoning and then the Subdivision process which could include a Preliminary Plan, Final Plat and Construction plans to build the public infrastructure and then the approved plans construction will begin and city will accept it and then it will be recorded to be a legal subdivision.

Preliminary plans are required when public utilities are extended through the development. Not every development will need a Preliminary Plan. It depends on if there is going to be extension of Public Infrastructure.

The Final Plat establishes the final layout of the lots, easements, utilities; this is what the subdivision will look like when it is fully built out. The Final Plat establishes the legality of the lots, ensuring it has water an wastewater.

Preliminary and Final Plats are placed on the Consent Agenda when they meet the minimum state and local requirements for approval. They are required to go before the Planning and Zoning Commission for approval or denial within 30 days of being submitted to the City unless the Applicant chooses the Alternate schedule which is quicker than local code.The

Commission is able to pull items from the Consent Agenda for discussion but they are subject to approval if they meet the minimum state and local requirements to be approved.

Amending Plats amend an already recorded plat based on lot lines or correcting a Scribner error for example. Minor plats are subdivisions with 4 or fewer lots that are already served with public infrastructure. These are approved administratively so the Commission would not see the Plat. It is approved by City Staff and the Director would sign off of on it once it has the approved requirements. Replats are Final plats that have previously been approved and recorded and are re subdividing to create more lots or reduce the number of lots. These have to have Public Hearings in accordance with State law. Vacation plats are final plats that are approved and recorded and now it is being vacated and taking it back to the basic lot.

The Commission may consider a Subdivision Waiver or partial waiver from subdivision requirements under certain circumstances.

To recap. Preliminary Plans and Final Plats go on the Consent Agenda, Replats are Public Hearing items and Subdivision Waivers are Discuss and Consider Items.

5 Discuss Only

5A [2022-0271](#) Discussion regarding the Aspire Pflugerville 2040 Comprehensive Plan.

Chair Romig advised that the Comprehensive Plan will be back in front of the Commission in April for a vote to Recommend. There was no other discussion.

6 Adjourn

Chair Romig adjourned the meeting at 7:17 PM

Robert Romig, Chair
Planning and Zoning Commission
Respectfully submitted this 7th day of March, 2022