

CITY OF LAKEWAY ZONING AND PLANNING COMMISSION MEETING

Action Minutes of Regular Session

Wednesday, July 9, 2014, 9:10 a.m.

Lakeway City Hall, 1102 Lohmans Crossing Road, Lakeway, Texas

- 1. Establish Quorum and Call to Order.** Present: Commissioners Keith Trecker, Don Kotrady, Dave Point, Bridget Bertram and Chairperson Ron Massa. Also present: Steve Jones, City Manager; Chessie Zimmerman, Assistant City Manager; Jim Powell, City Council Liaison; Troy Anderson, BDS Director, Sally Buckovinsky, Plans Examiner, and Paul Duncan, City Engineer.
- 2. Citizens Participation.** Chairperson Massa opened the floor for citizen's comment on non-agenda items. Hearing none, Chairperson Massa closed the floor to citizen's comment on non-agenda items.

CONSENT AGENDA: All items may be approved by one Commission vote. Members of the Commission may pull items from the consent agenda for discussion.

- 3. Approval of Minutes:** Wednesday, June 4, 2014, Regular.

END CONSENT AGENDA

- Commission discussion/action – **There was no discussion; Commissioner Dave Point moved to approve the Consent Agenda. Commissioner Keith Trecker seconded the motion, and by a vote of 5-0 the motion carried unanimously**
- 4. Zoning: 570 Rupen Drive.** Consider a request from Frie Planning, Development and Construction, the agent for the owner of approximately 5.4 acres of land located at 570 Rupen Drive, for a permanent zoning classification of R-3 (Single Family-Zero Lot Line Modified) and R-1 (Single-Family Residential) for the subject property.
 - Staff report and presentation – None.
 - *This item was postponed at the June 4, 2014, regularly scheduled meetings of the Commission.*
 - *The applicant has requested that consideration of this item be postponed to the August 6, 2014, regularly scheduled meetings of the Commission.*
 - Citizen participation/public hearing – None.
 - Commission discussion/action – None.

5. **Zoning Amendment: Drive-Through.** Consider a request from Chessney Morales and Associates, the agent for the owner of the property located at 3100 Ranch Road 620 South, for approval of a Special Use Permit to operate a bank with a drive-through facility at this location.
 - Staff report by Troy Anderson, BDS Director – Staff recommended approval.
 - Representatives were present – No presentation was made.
 - Citizen participation/public hearing – No one spoke.
 - Commission discussion/action – **After discussion, Commissioner Dave Point made a motion to approve. Commissioner Don Kotrady seconded the motion and by a vote of 5-0 the motion carried unanimously.**

6. **Zoning Amendment: Model Home and Sales Trailer.** Consider a request from Village Builders, the agent for the owner of the property located at 510 Doe Whisper Way, for approval of a model home and sales trailer.
 - Staff report by Troy Anderson, BDS Director – Staff recommended approval.
 - Representatives were present – No presentation was made.
 - Citizen participation/public hearing – No one spoke.
 - Commission discussion/action – **After discussion, Commissioner Don Kotrady made a motion to approve. Commissioner Dave Point seconded the motion and by a vote of 5-0 the motion carried unanimously.**

7. **Permanent Sign: Honey Creek Office Park.** Consider a request from Tim Schevers, the agent for the owner of the property located at 3207 Ranch Road 620 South, for approval of a freestanding/multitenant sign for the property.
 - Staff report by Troy Anderson, BDS Director – Staff recommended disapproval.
 - Applicant representative Mr. Tim Schevers made a presentation.
 - Citizen participation/public hearing – No one spoke.
 - Commission discussion/action – **After discussion, Commissioner Dave Point made a motion to approve the request with conditions that the colors comply with city code. Commissioner Bridget Bertam seconded the motion and by a vote of 5-0 the motion carried.**

8. **Permanent Sign: Honey Creek Office Park.** Consider a request from Let-R-Signs, the agent for the owner of the property located at 3207 Ranch Road 620 South, for approval of wall/building signs for the property.
 - Staff report by Troy Anderson, BDS Director – Staff recommended disapproval.
 - Applicant representative Mr. Dick Smith made a presentation.
 - Citizen participation/public hearing – No one spoke
 - Commission discussion/action – **After discussion, Commissioner Bridget Bertram made a motion to approve the request with the conditions to comply with city code. Commissioner Dave Point seconded the motion and by a vote of 5-0 the motion carried unanimously.**

9. **Permanent Sign: Verizon Wireless.** Consider a request from Executive Signs, the agent for the owner of Vista Ridge Shopping Center located at 2303 Ranch Road 620 South 100, for approval of a building sign for the property.

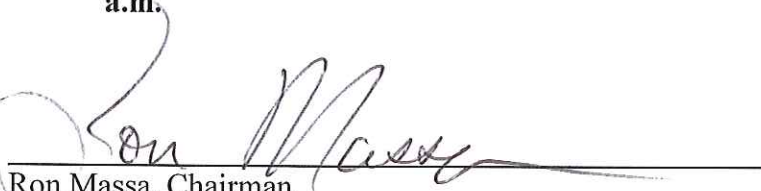
- Staff report by Troy Anderson, BDS Director – Staff recommended disapproval.
- Applicant representative Mr. Michael Bell made a presentation.
- Public Hearing – No one spoke
- Commission discussion/action – **After discussion, Commissioner Dave Point made a motion to approve with the condition that the sign match the other white signs in the shopping center. Commissioner Don Kotrady seconded the motion and by a vote of 4-0 the motion carried unanimously, as Commissioner Bertram had to recuse herself from the discussion.**

10. **Code Amendment: Sign Code.** Consider a proposed amendment to Section 22.02.001, Lakeway Code of Ordinances, pertaining to the definition of accessory structure.

- Staff report by Troy Anderson, BDS Director – Staff requested that this item be postponed to the next regularly scheduled meeting.
- Citizen participation/public hearing – Keith Durio spoke.
- Commission discussion/action - **After discussion, Commissioner Dave Point made a motion to postpone the item. Commissioner Don Kotrady seconded the motion and by a vote of 5-0 the motion carried unanimously.**

11. Meeting adjourned.

- **Hearing no further discussion, Chairperson Massa adjourned the meeting at 10:15 a.m.**



Ron Massa, Chairman



Troy Anderson, Building and Development Services Director