

CITY OF LAKEWAY ZONING AND PLANNING COMMISSION MEETING
Action Minutes of Regular Session
March 6, 2019 9:15 a.m.
Lakeway City Hall, 1102 Lohmans Crossing Road, Lakeway, Texas

- 1) **Establish Quorum and Call to Order. Present:** Commissioners Dave Taylor, Don Kotrady, Bruce Harris, Carolyn Nichols, Chris Forton and Betty Haley.
- 2) **Pledge of Allegiance.**
- 3) **Citizens Participation.** John Hoopingarner spoke regarding the preferred land use in the Comprehensive Plan.

CONSENT AGENDA - *All items listed under the consent agenda may be approved by one motion. Members of the Commission may pull items from the consent agenda for discussion.*

- 4) **Approval of Minutes:** February 6, 2019, Regular Meeting.
- 5) **Approval of Minutes:** February 13, 2019, Special Meeting.
 - **Determination: Motion to approve consent agenda by Commissioner Forton and seconded by Commissioner Kotrady. Motion carried by a vote of 6-0.**

END CONSENT AGENDA

- 6) **Annexation Request.** A request from Carlson, Brigance & Doering, Inc., on behalf of RH Lakeway Development LTD., owner of approx. 33.061 acres of land located south of the Crosswind Drive and Hornsby Lane intersection for annexation into the City of Lakeway with proposed zoning of R-1 (Single-Family Residential).
 - **This item was postponed and re-noticed for April 3, 2019 regarding change in zoning request from R-1 to R-1*.**
- 7) **Variance Request(s) – Bee Creek Resort.** A request from ROR Real Estate Holdings, LLC, owner of approximately 19.81 acres of property locally known as 19726 and 19618 Bee Creek Tavern Rd for a variance to Sec. 28.09.001(4), Sec. 28.10.005(a)(1) & (b)(3) regarding development in the Lake Travis Buffer Zone.
 - **This item was removed from the Agenda. Per City Attorney guidance, a variance in this instance is not necessary.**
- 8) **Monument Sign Alteration – 211 RR 620.** A request from Lakeside Signs on behalf of Business Owner, Tillman Enterprises, for a monument sign alteration at 211 Ranch Road 620.
 - Staff report and presentation by Charlotte Hodges.
 - Public Hearing: No one spoke. Applicant’s Representative, Mark Prellop, was present.
 - **Determination: Commissioner Forton made a motion to approve the request. Commissioner Nichols seconded the motion. Commissioners Kotrady, Harris and Haley opposed the motion. By a motion vote of 3-3 the motion failed.**

- Following the last agenda item, the commission re-visited this item. **The commission wanted to itemize the reasons that the item was denied:**
 - The sign was not uniform in color
 - All text and logo was not uniform
 - The proposed sign was not attached directly to the face of the monument
- 9) **Special Use Permit – 514 Doe Whisper Way.** A request from Ash Creek Homes, owner of .26 acres of property located at 514 Doe Whisper Way for a Special Use Permit to operate a Sales Office.
- Staff report and presentation by Charlotte Hodges.
 - Public Hearing: No one spoke. Applicant’s Representative, Jenna Edge was present.
 - Determination: **Motion to approve the request made by Commissioner Kotrady and seconded by Commissioner Forton. Motion carried by a vote of 6-0.**
- 10) **Special Use Permit – 508 Sweet Grass Lane.** A request from Ash Creek Homes, owner of .29 acres of property located at 508 Sweet Grass Lane for a Special Use Permit to operate a Sales Office.
- Staff report and presentation by Charlotte Hodges.
 - Public Hearing: No one spoke. Applicant’s Representative, Jenna Edge was present.
 - Determination: **Motion to approve the request made by Commissioner Forton and seconded by Commissioner Harris. Motion carried by a vote of 6-0.**
- 11) **Special Use Permit – 301 Honey Creek Court.** A request from Ash Creek Homes, owner of 6.577 acres of property located off of Honey Creek Court for a Special Use Permit to operate a Sales Office at 301 Honey Creek Court.
- Staff report and presentation by Charlotte Hodges.
 - Public Hearing: Tom Kilgore shared some concerns. Applicant’s Representative, Jenna Edge was present.
 - Determination: **Motion to approve the request made by Commissioner Forton and seconded by Commissioner Harris. Motion carried by a vote of 6-0.**
- 12) **Final Plat – 15629 Clara Van.** A request from Optimized Engineering LLC, on behalf of Lakeway 620, LLC, owner of 9.445 acres of property located at the southwest corner of Ranch Road 620 and Clara Van, locally known as 15629 Clara Van for a Final Plat.
- Staff report and presentation by Charlotte Hodges.
 - Public Hearing: Fred Werner, Bella Montagna HOA President, and Cheryl May both expressed drainage concerns. Applicant was not present.
 - Recommendation to City Council: **Motion to recommend approval made by Commissioner Forton and seconded by Commissioner Kotrady. Motion carried by a vote of 6-0.**

13) Preliminary Plan Revision. A request from Optimized Engineering LLC, on behalf of 12B-MC, LLC, owner of 4.531 acres of property located off of Medical Parkway for a Preliminary Plan Revision.

- Staff report and presentation by Charlotte Hodges.
- Public Hearing: No one spoke. James Kirby of Kirby Ventures was present to represent the request.
- Recommendation to City Council: **Motion to recommend approval made by Commissioner Forton and seconded by Commissioner Haley. Motion carried by a vote of 6-0.**

14) Preliminary Plan Revision. A request from CBD Inc., on behalf of RH Lakeway Development, owner of approximately 460 acres of land, locally known as Lakeway Highlands Phase 1 for a Preliminary Plan Revision.

- Staff report and presentation by Charlotte Hodges.
- Public Hearing: No one spoke. Applicant Bill Hayes was present.
- Recommendation to City Council: **Motion to recommend approval made by Commissioner Forton and seconded by Commissioner Harris. Motion carried by a vote of 6-0.**

15) Adjourn.

- Chairman Dave Taylor adjourned the meeting at 10:52 am.

Minutes approved on April 3, 2019, by a vote of 6-0.


Charlotte Hodges, BDS Director