

**CITY OF LAKEWAY**  
**MINUTES**  
**ZONING AND PLANNING COMMISSION**  
**REGULAR MEETING**

**WEDNESDAY, MAY 4, 2011 AT 9:10 A.M.**

**ZAPCO Members Present:** Commissioners Dwight Haley, Phil Brown, Mick Wright, Dave Point, Jack Ford and Mike Jackson. Commissioner Polly Lee was absent.

**Also Present:** Joe Bain, City Council liaison; Steve Jones, City Manager; Chessie Blanchard, Assistant City Manager; Shannon Burke, Director of Building & Development Services; Paul Duncan, City Engineer; Kristina Dorrheim, Administrative Assistant.

1) *Call to Order: Chairman Dwight Haley.*

**The meeting was called to order at 9:10 A.M by Chairman Dwight Haley. Haley noted that there was a quorum.**

2) *Approval of Minutes: Wednesday April 6, 2011, Regular.*

**Ford moved to approve the minutes as submitted. Point seconded the motion, and it passed by a vote of 6-0.**

3) *Permanent Sign: Doctor's Sleep Center. A request from Dr. James Pohl for approval to modify the existing monument sign at 801 RR 620 South.*

**The agenda item was presented by Burke. Staff recommended approval, noting that the sign structure was grandfathered.**

**No one spoke at the public hearing.**

**Jackson moved to approve the sign as requested. Point seconded the motion, and it passed by a vote of 6-0.**

4) *Permanent Sign: Crown Donut. A request from Crown Donut for approval to modify the existing monument sign at 325 RR 620 South.*

**The agenda item was presented by Burke. Staff recommended approval, noting that the sign structure was grandfathered.**

**No one spoke at the public hearing.**

**Point moved to approve the sign as requested. Ford seconded the motion, and it passed by a vote of 6-0.**

- 5) ***Permanent Sign: Imagine Center.*** *A request from Eric Oler for approval to modify the existing monument sign at 911 RR 620 North.*

**The agenda item was presented by Burke. Staff recommended approval.**

**No one spoke at the public hearing.**

**Ford moved to approve the sign as requested. Jackson seconded the motion, and it passed by a vote of 6-0.**

- 6) ***Annexation Program.*** *Consider proposed annexation by the City of Lakeway of the following areas:*

- *The subdivision known as The Overlook at Pawnee Pass, located along Pawnee Pass north of Flint Rock Road;*
- *The subdivision known as The Bluffs of Flint Rock, located along Flint Rock Road between Tonkawa Trail West and Pawnee Pass;*
- *Lot 1 of the subdivision known as Palomba Addition No. 2, located along Flint Rock Road east of Tonkawa Trail West;*
- *A 4.06 acre tract along and west of Pawnee Pass, north of and adjacent to the Bluffs of Flint Rock;*
- *A 5.7 acre tract east of and adjacent to Lot 1, Palomba Addition No. 2;*
- *Waterfront and submerged areas along the northern edge of the City; and*
- *The area known as North Brooks Hollow Road, located along Brooks Hollow Road north of the intersection of Brooks Hollow Road and Robin Dale Drive.*

**The agenda item was presented by Blanchard. Staff recommended annexation of all of the areas listed on the agenda.**

**Haley opened the public hearing for the waterfront and submerged area. Steve Cokins, David Marcum and Tommy Cokins spoke at the public hearing.**

**Point moved to recommend approval of the proposed annexation of this area. Ford seconded the motion, and it passed by a vote of 6-0.**

**Haley opened the public hearing for the Overlook at Pawnee Pass area. Rick Pitts and Bill Thomas spoke at the public hearing and stated that they had no objection to the annexation. They both expressed a desire for the city to improve Flint Rock Road and Pawnee Pass.**

**Wright moved to recommend approval of the proposed annexation of this area. Ford seconded the motion, and it passed by a vote of 6-0.**

**Haley opened the public hearing for the remaining areas on the agenda (The Bluffs of Flint Rock and surrounding properties) with the exception of North Brooks Hollow. No one spoke at the public hearing.**

**Wright moved to recommend approval of the proposed annexation of these areas. Ford seconded the motion, and it passed by a vote of 5-1, with Point opposing.**

**Haley recessed the meeting at 10:00 and reconvened the meeting at 10:10.**

**Haley opened the public hearing for the North Brooks Hollow area. The following individuals spoke in opposition to the annexation:**

- **Brenda Gerland (810 Brooks Hollow)**
- **Ken Norman (812 Brooks Hollow)**
- **Scott Trimm (1113, 1234 Brooks Hollow)**
- **Anita Cokins (805 Brooks Hollow)**
- **Austin Bauer (810 Brooks Hollow)**
- **Greg Vagshenian (114 Crestview)**
- **Lance Morgan (208 Finn)**
- **Tom Keel (808 Brooks Hollow)**
- **Tony Dell'Abate (408 Seawind)**
- **Doug Strubar (815 Brooks Hollow)**
- **Lauren Strubar (815 Brooks Hollow)**
- **Margaret Ryan (1204 Brooks Hollow)**
- **Kim McGee (1205 Brooks Hollow)**
- **Erik Eastburn (1205 Brooks Hollow)**
- **Joe Bailey (802 Brooks Hollow)**
- **John Logsdon (1105 Brooks Hollow)**
- **Steve Cokins (805 Brooks Hollow)**
- **David Marcum (1219 Brooks Hollow)**
- **Layton Searight (1105 Brooks Hollow)**
- **Tommy Cokins**

**Wright stated that he did not believe that North Brooks Hollow was “donut hole” that needed to be annexed. He also stated that it did not make sense to annex this area and not Graveyard Point.**

**Point stated that the City should not annex these 18 homeowners against their will.**

**Ford asked for clarification on what would be grandfathered. Blanchard noted that the uses and structures would be grandfathered but nuisance type issues would not.**

**Jackson clarified that an existing business in this residential area would not be able to expand under city regulations. He stated that he was impressed with the community's solidarity and organization and noted that \$36,000 in expected tax revenue was not much.**

**Point moved to recommend against the proposed annexation of this area. Wright seconded the motion, and it passed by a vote of 6-0.**

**Haley recessed the meeting at 11:25 and reconvened the meeting at 11:30. Commissioner Jackson left the meeting during the break.**

- 7) *Special Use Permit: Rough Hollow Yacht Club.* A request from Rough Hollow Yacht Club, Ltd., the owner of the Rough Hollow Yacht Club located at 108 Yacht Club Cove (Rough Hollow, Section 11, Lot 1), for a Special Use Permit to conduct weddings and similar events at that location.**

**This item was postponed.**

- 8) *Special Use Permit: All-Ways Storage.* A request from All-Ways Self Storage, LP, the owner of All-Ways Self Storage located at 15402 Kollmeyer Drive (Wooten Estates, Lot 1), for an extension to the existing Special Use Permit authorizing the storage facilities at that location.**

**The agenda item was presented by Burke. Staff recommended approval of the requested extension.**

**No one spoke at the public hearing.**

**Ford moved to recommend approval of the requested extension. Wright seconded the motion, and it passed by a vote of 5-0.**

- 9) *Zoning Change: Lakeway Highlands Mail Kiosk.* A request from RHDP, Ltd., the owner of 315 Peninsula Way (Lakeway Highlands Phase 1, Section 3, Block A, Lot 159), for approval to change the zoning of the lot from GB (Greenbelt) to R-3 (Single Family Residential – Zero Lot Line – Modified) to accommodate a mail kiosk and associated parking.**

**The agenda item was presented by Burke. Staff recommended approval noting that the lot was not connected to any existing or proposed greenbelt trails.**

**No one spoke at the public hearing.**

**Point moved to recommend approval of the requested zoning change. Ford seconded the motion, and it passed by a vote of 5-0.**

**10) Annexation: Rough Hollow Section 7 Greenbelt.** *A request from Las Ventanas Land Partners, Ltd., the owner of approximately 7.86 acres located west of Rough Hollow Drive and southwest of Canyon Turn Trail for annexation of the property.*

**The agenda item was presented by Burke. Staff recommended approval noting that this property should have been annexed many years ago along with the rest of Rough Hollow.**

**No one spoke at the public hearing.**

**Ford moved to recommend approval of the requested annexation. Point seconded the motion, and it passed by a vote of 5-0.**

**11) Original Zoning: Rough Hollow Section 7 Greenbelt.** *A request from Las Ventanas Land Partners, Ltd., the owner of approximately 7.86 acres located west of Rough Hollow Drive and southwest of Canyon Turn Trail for original zoning of GB (Greenbelt) for the property.*

**The agenda item was presented by Burke. Staff recommended approval.**

**No one spoke at the public hearing.**

**Wright moved to recommend approval of the requested zoning. Ford seconded the motion, and it passed by a vote of 5-0.**

**12) Final Plat: Rough Hollow Section 7 Greenbelt.** *A request from Las Ventanas Land Partners, Ltd., the owner of approximately 7.86 acres located west of Rough Hollow Drive and southwest of Canyon Turn Trail for approval of the final plat for the property.*

**The agenda item was presented by Burke. Staff recommended approval.**

**No one spoke at the public hearing.**

**Wright asked the property owner, Haythem Dawlett, when the public would be granted access to the greenbelt. Dawlett responded that the trail planning was still in progress.**

**Ford moved to recommend approval of the proposed final plat. Wright seconded the motion, and it passed by a vote of 5-0.**

- 13) Zoning Change: Rough Hollow Section 1 and Section 5 Greenbelts.** *A request from Las Ventanas Land Partners, Ltd., the owner of two tracts of land totaling approximately 18.663 acres located along Highlands Boulevard and Rough Hollow Drive (Rough Hollow Section 5A, Lot 359A, and Rough Hollow Section 1, Block A, Lot 27A), for approval of a change in zoning of the tracts from R-3 (Single Family Residential – Zero Lot Line – Modified) to GB (Greenbelt) to accommodate greenbelt use..*

**The agenda item was presented by Burke. Staff recommended approval noting that these tracts should have been zoned Greenbelt when they were first annexed.**

**No one spoke at the public hearing.**

**Point moved to recommend approval of the requested zoning change. Ford seconded the motion, and it passed by a vote of 5-0.**

- 14) Sign Ordinance Amendment.** *Discussion of a requested amendment to the Sign Ordinance related to off-site model home directional signs.*

**The agenda item was presented by Burke. Staff explained where builder directional signs could be placed in Lakeway Highlands under the Development Agreement, and proposed an alternative that would utilize existing off-site model home directional signs.**

**Ford asked if allowing off-site builder directional signs would lead to a proliferation of these kinds of signs. Burke responded that the proposal would only allow these signs in subdivisions with 100 or more lots.**

**Brown asked if this would lead to the placement of additional signs in Lakeway Highlands or if the builder directional statements would be placed on existing signs only. Burke responded that the number of signs in this category would be subject to ZAPCO approval and that the developer only wanted to use existing signs.**

**No one spoke at the public hearing and no action was taken.**

- 15) Subdivision and Site Development Amendments.** *Proposed amendments to the Subdivision and Site Development chapter of the City of Lakeway Code of Ordinances pertaining to landscaping, impervious cover, streets, and other matters pertaining thereto.*

**Burke reviewed the significant changes proposed by staff. Staff recommended approval.**

**No one spoke at the public hearing.**

**Point expressed concern over the amount of impervious cover allowed on a residential lot. Burke responded that staff was exploring ways of addressing that concern, but that it would most likely be addressed through a Zoning Ordinance amendment and would need considerable discussion and public input.**

**Wright moved to recommend approval of the proposed amendments. Point seconded the motion, and it passed by a vote of 5-0.**

**16) *Adjourn.***

**The meeting was adjourned at 12:05 P.M. by Haley.**

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Shannon Burke, Director, Building and Development Services