

CITY OF LAKEWAY
MINUTES
ZONING AND PLANNING COMMISSION
REGULAR MEETING

WEDNESDAY, April 3, 2013, AT 9:10 AM

ZAPCO Members Present: Commissioners; Bridget Bertram, Jack Ford, Don Kotrady, Ron Massa, Phil Brown, Dave Point and Chairperson; Dwight Haley were present.

Also in attendance: Steve Jones, City Manager; Chessie Zimmerman, Assistant City Manager; Bruce Harris, City Council Liaison; Paul Duncan, City Engineer; Troy Anderson, BDS Manager; and Wendy Askey, Administrative Assistant.

1) Call to Order: Dwight Haley, Chair.

The meeting was called to order at 9:10 a.m. by Dwight Haley, Chairperson. Haley noted that there was a quorum.

2) Approval of Minutes: Wednesday, March 6, 2013, Regular.

Commissioner Point moved to approve the March 6, 2013, regular meeting minutes. Commissioner Massa seconded the motion. By a vote of 7-0, the motioned carried.

3) Temporary Sign: Keller Williams 1st Annual Community Garage Sale. Consider a request from Keller Williams Realty, the agent for the owner of property located at 1921 Lohmans Crossing Rd., for approval of a temporary event banner.

Troy Anderson, BDS Manager, presented staff's report.

Chairperson Haley opened the floor for public hearing.

Hearing no comments, Chairperson Haley closed the floor for public hearing.

Chairperson Haley opened the floor for discussion and action by the Commission.

Commissioner Point asked if garage sales were permitted in Lakeway.

Assistant City Manager, Chessie Zimmerman answered normally we approved HOA garage sales, but this is different in that it is a company garage sale event.

Commissioner Kotrady asked for clarification that they were only considering the sign approval.

Chairperson Haley expressed concern of approving sign before the event was approved.

Commissioner Bertram expressed concern with the time banners up prior to the event.

Commissioner Ford likes the charitable event, but not the title of garage sale.

Commissioner Bertram concerned with use of garage sales as well.

Commissioner Brown feels approval of sign is premature and should table to next Zapco meeting.

Commissioner Kotrady stated he didn't consider this a normal garage sale and he would be fine to approve on the condition that the event was approved by City Council.

Commissioner Massa asked what the standard criterion was for banners.

Assistant City Manager Zimmerman answered 24 square feet and 10 days prior to event.

Chairperson Haley opened the floor for public hearing.

Hearing no comments, Chairperson Haley closed the floor for public hearing.

Commissioner Massa moved to approve the request on condition that the event was approved. Commission Kotrady seconded the motion. By a vote of 7-0, the motion carried.

4) Permanent Sign: The Grove/Lola Savannah. Consider a request from The Grove/Lola Savannah, the tenant of property located at 3001 Ranch Road 620 South, for approval of new multitenant panels on an existing freestanding/monument, and new wall/building signs.

Troy Anderson, BDS Manager, presented staff's report.

Reed Clemens, owner of The Grove spoke to current monument sign. He is also owner of Lola Savannah, which is a coffee shop for the morning. The space is used for extra seating for The Grove or special events.

Chairperson Haley opened the floor for discussion and action by the Commission.

Hearing no comments, Chairperson Haley closed the floor for public hearing.

Chairperson Haley opened the floor for discussion and action by the Commission on the monument sign.

Bruce Harris, City Council Liaison, noted this property may benefit by adding a small directional sign at the driveway entry point such as P.Terry's recently added.

Clemens responded that they were working with the same sign company that completed P.Terry's signs.

Commissioner Ford moved to approve the request for the monument sign as presented. Commissioner Massa seconded the motion. By a vote of 7-0, the motion carried.

Troy Anderson, BDS Manager, presented staff's report.

Chairperson Haley opened the floor for discussion and action by the Commission.

Hearing no comments, Chairperson Haley closed the floor for public hearing.

Chairperson Haley, opened the floor for discussion and action by the Commission on the two building and wall signs.

Chairperson Haley commented that city has approved signs with logo with text.

Commissioner Kotrady commented that the logo is tasteful.

Commissioner Ford commented that he liked the simplicity of it.

Commissioner Bertram asked if this sign was to be used to identify The Grove's door entrance.

Reed answered yes this logo sign was to be used as a means to identify The Groves' entrance.

Commissioner Massa moved to approve the request as presented. Commissioner Bertram seconded the motion. By a vote of 7-0, the motion was carried.

5) Permanent Sign: Shell/Circle K. Consider a request from Site Enhancement Services, the agent for the owner of property located at 1405 Ranch Road 620 South, for approval of copy change on an existing nonconforming sign.

Troy Anderson, BDS Manager, presented staff's report. Applicant representative is present to make a presentation.

Patrick Huyge, applicant representative made a presentation and provided all a packet.

Chairperson Haley opened the floor for discussion and action by the Commission.

Hearing no comments, Chairperson Haley closed the floor for public hearing.

Commissioner Ford asked about the size.

Troy Anderson answered the structure in this instance they are not adding to the square footage.

Commissioner Bertram commented that she liked the new sign.

Commissioner Massa added the design is fine, but it is more an issue of continuing to approve a nonconforming sign.

Commissioner Point asked is this a new campaign to not approve grandfathering signs.

Chessie Zimmerman, Assistant City Manager, explained this is a change and adding a second logo. This type of change goes beyond staff approval.

Commissioner Brown cautioned that Texaco may come to us for approval. No to changing nonconforming signs. Suggests new sign to meet current code and ask neighboring company to remove some landscaping for better visibility.

Commissioner Massa stated community and council wants to go to monument signs.

Patrick Huyge addressed Brown regarding the visibility hardship that would accompany a monument sign and that other companies may come before the city for re-facing but may not have the same visibility hardships with this case.

Steve Jones, City Manager expressed concern about structural changes of a 30' nonconforming sign. Code say not to alter.

Commissioner Kotrady moved to disapprove. Commissioner Ford seconded the motions. By a vote of 6-1 the motion carried.

6) Agreement Amendment: Lakeway Highlands. Consider a request by Las Ventanas Land Partners, Ltd., Rough Hollow Development, Ltd., and JH West Land Ventures, Ltd., to further amend certain provisions of the Agreement dated December 19, 1997, to reduce the side and rear yard setbacks adjacent to highlands Boulevard.

Troy Anderson, BDS Manager, presented staff's report. Staff recommends approval. Applicant representative is present to answer any questions.

Chairperson Haley opened the floor for discussion and action by the Commission.

Hearing no comments, Chairperson Haley closed the floor for public hearing.

Chairperson Haley opened the floor for discussion and action by the Commission.

Commissioner Point complimented the developer.

Commissioner Bertram asked if this set the city up for setting a precedent.

Anderson stated he didn't feel that it did.

Commissioner Brown moved to approve the request as presented. Commissioner Massa seconded the motion. By a vote of 7-0, the motioned carried.

Haley called for a 5 minute break at 10:15am.

Haley called meeting back in session at 10:22am

7) annexation: Lakeway Highlands Tract. Consider a request from Las Ventanas Land Partners, Ltd., the owner of approximately 35.543 acres of land located east of Highlands Boulevard and south of Peninsula Way, for annexation of the subject property.

Troy Anderson, BDS Manager, presented staff's report. Staff recommends approval. Applicant representative is present to answer any questions.

Chairperson Haley opened the floor for discussion and action by the Commission.

Hearing no comments, Chairperson Haley closed the floor for public hearing.

Chairperson Haley opened the floor for discussion and action by the Commission.

Commissioner Brown moved to approve the request as presented. Commissioner Kotrady seconded the motion. By a vote of 7-0, the motioned carried.

8) Zoning Request: Lakeway Highlands Tract. Consider a request from Las Ventanas Land Partners, Ltd., the owner of approximately 35.543 acres of land located east of Highlands Boulevard and south of Peninsula Way, for approval of R-3 zoning of the subject property.

Troy Anderson, BDS Manager, presented staff's report. Staff recommends approval. Applicant representative is present to answer any questions.

Chairperson Haley opened the floor for discussion and action by the Commission.

Hearing no comments, Chairperson Haley closed the floor for public hearing.

Chairperson Haley opened the floor for discussion and action by the Commission.

Commissioner Ford moved to approve the request as presented. Commissioner Kotrady seconded the motion. By a vote of 7-0, the motioned carried.

9) Preliminary Plan: Lakeway Highlands Phase 2. Consider a request from Las Ventanas Land Partners, Ltd., the owner of approximately 677.777 acres of land out of the overall Lakeway Highlands project, for approval of a preliminary plan to hereinafter be known as Lakeway Highlands Phase 2.

Troy Anderson, BDS Manager, presented staff's report. Staff recommends approval. Applicant representative is present to answer any questions.

Chairperson Haley opened the floor for discussion and action by the Commission.

Hearing no comments, Chairperson Haley closed the floor for public hearing.

Chairperson Haley opened the floor for discussion and action by the Commission.

Commissioner Ford moved to approve the request as presented. Commissioner Massa seconded the motion. By a vote of 7-0, the motioned carried.

10) Final Plat: Lakeway Highlands Phase 2 Section 1A. Consider a request from Las Ventanas Land Partners, Ltd., the owner of approximately 17.522 acres of land, for approval of a final plat to hereinafter be known as Lakeway Highlands Phase 2 Section 1A.

Troy Anderson, BDS Manager, presented staff's report. Staff recommends approval. Applicant representative is present to answer any questions.

Chairperson Haley opened the floor for discussion and action by the Commission.

Hearing no comments, Chairperson Haley closed the floor for public hearing.

Chairperson Haley opened the floor for discussion and action by the Commission.

Commissioner Ford moved to approve the request as presented. Commissioner Massa seconded the motion. By a vote of 7-0, the motioned carried.

11) Final Plat: Lakeway Highlands Phase 2 Section 1B. Consider a request from Las Ventanas Land Partners, Ltd., the owner of approximately 18.021 acres of land, for approval of a final plat to hereinafter be known as Lakeway Highlands Phase 2 Section 1B.

Troy Anderson, BDS Manager, presented staff's report. Staff recommends approval. Applicant representative is present to answer any questions.

Chairperson Haley opened the floor for discussion and action by the Commission.

Hearing no comments, Chairperson Haley closed the floor for public hearing.

Chairperson Haley opened the floor for discussion and action by the Commission.

Commissioner Ford moved to approve the request as presented. Commissioner Massa seconded the motion. By a vote of 7-0, the motioned carried.

12) Final Plat: Lakeway Highlands Phase 2 Section 2A. Consider a request from Las Ventanas Land Partners, Ltd., the owner of approximately 30.860 acres of land, for approval of a final plat to hereinafter be known as Lakeway Highlands Phase 2 Section 2A.

Troy Anderson, BDS Manager, presented staff's report. Staff recommends approval. Applicant representative is present to answer any questions.

Chairperson Haley opened the floor for discussion and action by the Commission.

Hearing no comments, Chairperson Haley closed the floor for public hearing.

Chairperson Haley opened the floor for discussion and action by the Commission.

Commissioner Bertram moved to approve the request as presented. Commissioner Massa seconded the motion. By a vote of 7-0, the motioned carried.

13) Final Plat: Lakeway Highlands Phase 2 Section 2B. Consider a request from Las Ventanas Land Partners, Ltd., the owner of approximately 11.280 acres of land, for approval of a final plat to hereinafter be known as Lakeway Highlands Phase 2 Section 2B.

Troy Anderson, BDS Manager, presented staff's report. Staff recommends approval. Applicant representative is present to answer any questions.

Chairperson Haley opened the floor for discussion and action by the Commission.

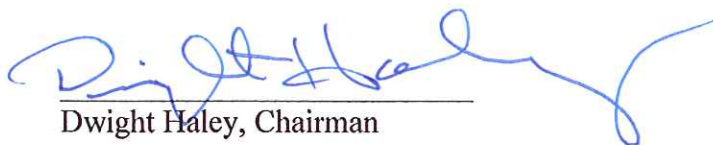
Hearing no comments, Chairperson Haley closed the floor for public hearing.

Chairperson Haley opened the floor for discussion and action by the Commission.

Commissioner Massa moved to approve the request as presented. Commissioner Ford seconded the motion. By a vote of 7-0, the motioned carried.

14) Adjourn.

Hearing no further business, Chairperson Haley, adjourned the meeting at 10:39a.m.



Dwight Haley, Chairman



Troy Anderson, Building & Development Services Manager