

**CITY OF LAKEWAY ZONING AND PLANNING COMMISSION MEETING**  
**Action Minutes of Regular Session**  
**December 4, 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, Dave Point, Bruce Harris, Chris Forton, Carolyn Nichols, and Scott Olson.

Also present: City Council Representative, Steve Smith.

- 2) **Pledge of Allegiance.**

- 3) **Citizens Participation.**

- No one spoke.

**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:** November 6, 2019, Regular Meeting.

- Determination: **Motion to approve minutes with grammatical corrections to item 7 made by Commissioner Olson and seconded by Commissioner Forton. Motion carried by a vote of 7-0.**

- 5) **Sign Modification: 101 Medical Parkway, Unit 3-A.** A request from Executive Signs on behalf of Equity Lakeway Investments, the owner of the property located at 101 Medical Parkway, Unit 3-A, for a sign modification pertaining to the relocation of a previously approved multi-tenant monument sign.

- Determination: **Motion to approve** the relocation of the previously approved multi-tenant sign **made by Commissioner Forton and seconded by Commissioner Point. Motion carried by a vote of 7-0.**

**END CONSENT AGENDA**

- 6) **Preliminary Plan Revision: Lakeway Highlands Phase 3.** A request from Carlson, Brigance and Doering on behalf of RH Lakeway Development LTD., the owner of approximately 299 acres of land located south of the Crosswind Drive and Hornsby Lane intersection, for approval of a Preliminary Plan Revision for Lakeway Highlands Phase 3 including but not limited to the amendment of the lot layouts to accommodate open space, public utility easement and drainage easement lots.

- Staff report and presentation by Charlotte Hodges
- Applicant Bill Hayes was present.
- Public Hearing: No one spoke.

- Commission discussion/action – **A motion was made by Commissioner Forton to recommend approval** of the Preliminary Plan Revision for Lakeway Highlands Phase 3 including but not limited to the amendment of the lot layouts to accommodate open space, public utility easement and drainage easement lots **to City Council and to open the floor** to discussion. **The motion was seconded by Commissioner Kotrady. Motion carried** by a vote of 7-0.
- 7) **Final Plat Amendment: Lakeway Highlands Phase 3, Section 6B.** A request from Carlson, Brigance & Doering, Inc., on behalf of RH Lakeway Development LTD., owner of approximately 33.625 acres of land located south of the Crosswind Drive and Hornsby Lane intersection for approval of an amendment to the Final Plat (Replat) for Lakeway Highlands Phase 3, Section 6B.
- Staff report and presentation by Charlotte Hodges
  - Applicant Bill Hayes was present to respond to any questions.
  - Public Hearing: No one spoke.
  - Commission discussion/action – **A motion was made by Commissioner Forton to recommend approval** of an amendment to the Final Plat for Lakeway Highlands, Phase 3, Section 6B **to City Council and to open the floor** to discussion. **The motion was seconded by Commissioner Harris. Motion carried** by a vote of 7-0.
- 8) **Variance Request(s): Lakeway Estates.** A request from Perales Engineering, LLC, the agent for the owner of approximately 46 acres located west of Serene Hills Court, for approval of variances to Lakeway Municipal Code Section 28.09.003 (street standards).
- Staff report and presentation by Charlotte Hodges
  - Applicant Jerry Perales was present along with property owner Andrey Derevianko.
  - Public Hearing: No one spoke
  - Commission discussion/action – **A motion was made by Commissioner Harris to approve** the request for a variances to Section 28.09.003 (street standards) of the Lakeway Municipal Code **and to open the floor** to discussion. **The motion was seconded by Commissioner Forton. The motion was opposed by Commissioners Harris and Forton. Motion carried** by a vote of 5-2.
- 9) **Preliminary Plan: Lakeway Estates.** A request from Perales Engineering, LLC, the agent for the owner of approximately 46 acres located west of Serene Hills Court, for approval of a Preliminary Plan for Lakeway Estates.
- Staff report and presentation by Charlotte Hodges
  - Applicant Jerry Perales was present to respond to any questions.
  - Public Hearing: No one spoke
  - Commission discussion/action – **A motion was made by Commissioner Nichols to recommend** that City Council **approve** the request for the Preliminary Plan for Lakeway Estates **with** recommendation for parkland land dedication in lieu of a monetary contribution. **The floor was opened** for discussion. **The motion was seconded by Commissioner Kotrady. Motion carried** by a vote of 7-0.

❖ The commission took a ten minute break.

**10) Home Occupation: 100 Lido Circle, Unit A-2.** Consider a request from Victoria Louise Morrison, the owner of the property located at 100 Lido Circle, Unit A-2 (Lakeway Condominium Patio Homes, Section 1), for approval of a home occupation permit to operate a therapeutic massage business.

- Staff report and presentation by Charlotte Hodges
- Applicant Victoria Morrison was present to answers any questions.
- Public Hearing: No one spoke.
- Commission discussion/action – **A motion was made by Commissioner Kotrady to deny the request for a home occupation permit to operate a therapeutic massage business and to open the floor to discussion. The motion was seconded by Commissioner Point. Motion carried** by a vote of 7-0.

**11) Sign Plan Revision: 2000 Ranch Road 620 South, Suite A.** A request from Aetna Sign Group on behalf of HEB Curbside, for approval of revised and additional signage to the property located at 2000 Ranch Road 620 South, Suite A (HEB).

- Staff report and presentation by Erin Carr.
- Applicant Mark from HEB was present
- Public Hearing: No one spoke.
- Commission Discussion/Action - **A motion was made by Commissioner Forton to approve** the request for revised and additional signage related to HEB Curbside **and to open the floor** to discussion. **The motion was seconded by Commissioner Harris. Motion carried** by a vote of 7-0.

**12) Building Signs: 3100 Ranch Road 620 South, Suite 500.** A request from Liberty Signs on behalf of Texan Pharmacy, a new tenant to the property located at 3100 Ranch Road 620 South, Suite 500 for approval of building signage.

- Staff report and presentation by Erin Carr.
- Applicant was not present.
- Public Hearing: No one spoke.
- Commission Discussion/Action - **A motion was made by Commissioner Forton to approve** the request for building signage for Texan Pharmacy **and to open the floor** to discussion. **The motion was seconded by Commissioner Nichols. Motion carried** by a vote of 7-0.

**13) Adjourn.**

- Motion to adjourn **by Commissioner Forton and seconded by Commissioner Harris. Motion carried** by a vote of 7-0.
- Chairman Dave Taylor adjourned the meeting at 11:11 a.m.

Minutes approved on January 8, 2020, by a vote of 7-0.

  
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Erin Carr, BDS Manager