

Minutes of the Planning and Zoning Commission Regular Meeting

A Regular Meeting of the City of Dripping Springs Planning and Zoning Commission was held Tuesday, July 26, 2016, beginning at 7:00 PM at City Hall, 511 Mercer Street, Dripping Springs, Texas.

I. CALL TO ORDER AND ROLL CALL

Commission Members

Mim James - Chair

James Martin – Vice Chair

John McIntosh

Kim Hubbard

Michael Lavengco

Evelyn Strong

Erich Oswald

City Staff/Appointed Officials

City Administrator Michelle Fischer

Director of Public Works and Development Rick Coneway

Planning Consultant Anjali Naini

City Secretary Kerri Craig

Commission Chair Mim James calls the meeting to order at 7:00pm. All members present except Commissioners Michael Lavengco and Erich Oswald, and Consultant Anjali Naini. Also present is Consultant Keenan Smith.

II. EXECUTIVE SESSION

The Planning and Zoning Commission for the City of Dripping Springs has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development).

III. **PLEDGE OF ALLEGIANCE** – Commission Vice Chair James Martin leads the Pledge of Allegiance.

IV. PRESENTATION OF CITIZENS

Floor open to discussion on any subject. No action may be taken by law. Citizens wishing to speak shall do so after being recognized by the Chair. The Chair may establish a time limit as necessary. – City Administrator Michelle Fischer states that the draft Comprehensive Plan Update is being reviewed and will be discussed at the August Planning and Zoning Commission meeting, which will include a public hearing. The Update is also on the website and citizens are encouraged to review and comment on the Plan.

V. MINUTES

Consideration and Possible Action On:

- A. Approval of Regular Meeting Minutes, June 28, 2016 - - Commission Vice Chair James Martin motions to approve the minutes. Commissioner Kim Hubbard seconds. VOTE: 4-0-1 in favor, Commissioner Evelyn Strong abstains, motion passes.

VI. DEVELOPMENT AGREEMENTS

Consideration and possible action on:

- A. Conceptual Land Use Plan Presentation regarding the 297.2 acre Cannon Tract located at 110 Cannon Ranch Road, Dripping Springs, Texas (*Discussion only; no action to be taken at this time*) – Bob Richardson, RVI, presents the conceptual land use plan. No action taken.

VII. SIGNS

- A. Sign Variance Request for Subdivision Monument Sign for Texas Heritage Village at N. Rob Shelton Blvd. (also known as Meritage Subdivision), *Cynthia McCalmont, SEC Planning, Applicant and Robert Archer, Meritage Homes, Owner*

1. Presentation – Cynthia McCalmont, SEC Planning
2. Sign Administrator's Report (Michelle Fischer) – City Administrator Michelle Fischer, report on file. Staff recommends approval.
3. Public Hearing – No one speaks.
4. Variance Request to Allow a Subdivision Monument Sign to Exceed the Maximum Signable Area Allowed – Commission Vice Chair James Martin motions to approve the request according to staff's recommendation. Commissioner John McIntosh seconds. VOTE: 5-0 in favor, motion passes.

Commissioner John McIntosh recuses himself from Signs agenda item B.

- B. Sign Variance Request for Directional Signage for Mercer Street and Old Fitzhugh Road Historic District Businesses, *Pam Owens, Dripping Springs Chamber of Commerce, Applicant*

1. Presentation – Pam Owens, Dripping Springs Chamber of Commerce
2. Sign Administrator's Report (Michelle Fischer) – City Administrator Michelle Fischer, report on file. Staff recommends approval of the sign variances with the following conditions: the signs will be located a distance back from the US Highway 290 right of way that is approved by the City Engineer; Keenan Smith finds the sign design and materials acceptable; the variance is approved for the less of two years from the date the signs are installed or until wayfinding signs are approved by TXDOT and installed; and should the signs need to be removed, relocated, or altered due to roadway, sidewalk, drainage or utility improvements or repairs, the Chamber of Commerce will be responsible for doing so.
3. Public Hearing – Christine Ann, local business owner, states her support for this request.
4. Variance Request to Allow Temporary Directional Signs in Public Right of Way
5. Variance Request to Allow Temporary Directional Signs to Exceed Maximum Signable Area Allowed – Commission Vice Chair James Martin motions to approve the two variance requests according to staff's recommendation. Commission Chair Mim James seconds. VOTE: 4-0 in favor, motion passes.

- C. Ordinance No.1251.05: An Ordinance Amending Chapter 26, Appendix "C", Of The Dripping Springs Code Of Ordinances; Establishing Regulations For A Master Sign Plan For A Portion Of The Sawyer Ranch Subdivision; Providing For The Following: Rules; Standards; Procedures; And Findings Of Fact; Codification; Repealer; Severability; Proper Notice And Meeting; Enforcement Including Criminal Penalties Including Criminal Fines Not

To Exceed \$500.00 And Civil Fines Of Up To \$100.00, *Sawyer Ranch M.OB. Partners, LLC, Applicant*

1. Presentation - None
2. Sign Administrator's Report (Michelle Fischer) – City Administrator Michelle Fischer, report on file. Staff recommends allowing for the maximum language associated with the number of panels on each monument, and that there be a minimum and maximum height established for the panels and letter size.
3. Public Hearing – No one speaks.
4. Ordinance No.1251.05 – Commission Chair Mim James motions to table this item. Commission Vice Chair James Martin seconds. Commission Chair Mim James states the Commission needs more specific information about the changes being proposed including visual depictions showing the changes being proposed. VOTE: 5-0 in favor, motion passes.

VIII. BUSINESS

Consideration and Possible Action On:

- A. Alternative Design Standard for Marriott Hotel, located at 1002 Rob Shelton Boulevard, *Robert C. Watts, CWS Architects, Applicant*
 1. Presentation - None
 2. Staff Report (Keenan Smith) – Consultant Keenan Smith, report on file. Staff recommends approval with the conditions stated in the report.
 3. Public Hearing – No one speaks.
 4. Alternative Design Standard – Commission Vice Chair James Martin motions to approve according to staff's recommendation. Commissioner Evelyn Strong seconds. VOTE: 5-0 in favor, motion passes.
- B. Ordinance No. 1260.30 - An Ordinance of the City of Dripping of Springs amending Article 24.06 of the Dripping Springs Code of Ordinances; modifying regulations for Outdoor Lighting in the city limits and, when possible, in the extraterritorial jurisdiction through contracts and development agreements; providing for the following rules; standards; procedures; criminal penalties including criminal fines not to exceed \$500.00 per violation and civil fines of up to \$500.00 per violation; repealer; severability; and an effective date.
 1. Staff Report (Anjali Naini) – Lighting Consultant Cindy Luongo Cassidy provides a report. Staff recommends approval.
 2. Public Hearing – Keenan Smith states his concern about the lack of regulations for residential lighting issues.
 3. Ordinance No. 1260.30 – Commission Chair Mim James motions to approve the Ordinance according to staff's recommendations and asks staff to consider financial hardship provisions in relation to the regulations, and to include in the ordinance the regulations regarding proper etiquette for flying and lighting the US flag. Commission Vice Chair James Martin seconds. VOTE: 5-0 in favor, motion passes.

IX. ANNOUNCEMENTS

- A. Regular Historic Preservation Commission Meeting, August 1, 2016 at 5:30 p.m.
- B. Regular City Council Meeting, August 9, 2016 at 7:00 p.m.

C. Transportation Committee Meeting, August 22, 2016 at 3:30 p.m.

D. Regular Planning and Zoning Commission Meeting, August 23, 2016 at 7:00 p.m.

- X. **ADJOURN** – Commission Vice Chair James Martin motions to adjourn the meeting. Commissioner Kim Hubbard seconds. VOTE: 5-0 in favor, motion passes. Meeting adjourns at 9:25p.m.