Notice of Meeting for the
Planning and Zoning Commission
of the City of Georgetown
July 2, 2019 at 6:00 PM
at Council and Courts Bldg, 510 W 9th Street Georgetown, TX 78626

The City of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participating at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, at least three (3) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 808 Martin Luther King Jr. Street, Georgetown, TX 78626 for additional information; TTY users route through Relay Texas at 711.

Public Wishing to Address the Board

On a subject that is posted on this agenda: Please fill out a speaker registration form which can be found at the Board meeting. Clearly print your name, the letter of the item on which you wish to speak, and present it to the Staff Liaison, preferably prior to the start of the meeting. You will be called forward to speak when the Board considers that item.

On a subject not posted on the agenda: Persons may add an item to a future Board agenda by filing a written request with the Staff Liaison no later than one week prior to the Board meeting. The request must include the speaker's name and the specific topic to be addressed with sufficient information to inform the board and the public. For Board Liaison contact information, please logon to http://government.georgetown.org/category/boards-commissions/.

A At the time of posting, no persons had signed up to address the Board.

Consent Agenda

The Statutory Consent Agenda includes non-controversial and routine items that may be acted upon with one single vote. An item may be pulled from the Consent Agenda in order that it be discussed and acted upon individually as part of the Regular Agenda.

B Consideration and possible action to approve the minutes from the June 18, 2019 regular meeting of the Planning and Zoning Commission. - Mirna Garcia, Management Analyst

Legislative Regular Agenda

C Public Hearing and possible action on a request for a Replat of Part of Lot 3 and all of Lot 4, Block 1, Hart's Addition, located at 608 W. 15th Street, to be known as Hart's Addition to the Georgetown Subdivision Lots 3A and 4A, Block 1 (FP-2018-049) -- Andreina Dávila-Quintero, AICP, Current Planning Manager

D Discussion Items:
   - Updates and Announcements (Sofia Nelson, CNU-A, Planning Director)
   - Update from other Board and Commission meetings.
Questions or comments from Alternate Members about the actions and matters considered on this agenda.

Reminder of the July 16, 2019, Planning and Zoning Commission meeting in the Historic Lights and Waterworks Building located at 406 W 8th St, starting at 6:00pm.

Adjournment

Certificate of Posting

I, Robyn Densmore, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 808 Martin Luther King Jr. Street, Georgetown, TX 78626, a place readily accessible to the general public as required by law, on the _____ day of _________________, 2019, at ____________, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

__________________________________
Robyn Densmore, City Secretary
SUBJECT:
Consideration and possible action to approve the minutes from the June 18, 2019 regular meeting of the Planning and Zoning Commission. - Mirna Garcia, Management Analyst

ITEM SUMMARY:

FINANCIAL IMPACT:

SUBMITTED BY:
Mirna Garcia, Management Analyst

ATTACHMENTS:

<table>
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<tr>
<th>Description</th>
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<tbody>
<tr>
<td>Minutes 6.18.19</td>
<td>Backup Material</td>
</tr>
</tbody>
</table>
Commissioners present: Ercel Brashear, Chair; Travis Perthis; Gary Newman; Ben Stewart; Marlene McMichael

Commissioners absent: Kayla McCord; Tim Bargainer

Commissioners in training present: Glenn Patterson; Aaron Albright

Commissioners in training Patterson and Albright were added to the dais.

Staff Present: Sofia Nelson, Planning Director; Chelsea Irby, Senior Planner; Andreina Davila-Quintero, Current Planning Manager; Nat Waggoner, Long Range Planning Manager; Michael Patroski, Planner; Ethan Harwell, Planner; Mirna Garcia, Management Analyst

Chair Brashear called the meeting to order at 6:00 p.m. and Commissioner Patterson led the pledge of allegiance.

A. Public Wishing to Address the Board
   At the time of posting, no persons had signed up to address the Board.

Consent Agenda
The Statutory Consent Agenda includes non-controversial and routine items that may be acted upon with one single vote. An item may be pulled from the Consent Agenda in order that it be discussed and acted upon individually as part of the Regular Agenda.

Commissioner Newman filed a conflict of interest affidavit for Item D. Commissioner Newman removed himself from the dais at 6:03PM.

B. Consideration and possible action to approve the minutes from the June 4, 2019 regular meeting of the Planning and Zoning Commission. – Mirna Garcia, Management Analyst

C. Consideration and possible action on a Preliminary Final Plat for 6.496 acres in the N. Porter Survey, Abstract No. 497, generally located near the southeast corner of Williams Drive and Rivery Blvd., to be known as Gabriel’s Bluff Subdivision (PFP-2016-007). – Ethan Harwell, Planner

   Item C was pulled off the Consent Agenda by Chair Brashear and moved to the Legislative Regular Agenda

D. Consideration and possible action on a Preliminary Plat for 29.14 acres in the William Roberts Survey, Abstract No. 524, generally located along Shell Road north of the intersection with Sycamore Street, to be known as The Arbors at Georgetown Village (PP-2018-011). – Chelsea Irby,
E. Consideration and possible action on a Preliminary Plat for an 8.66 acre tract and a 6.20 acre tract in the Frederick Foy Survey, Abstract No. 229, and a 8.07 acre tract the Lewis P. Dyches Survey, Abstract No. 171, generally located at 30500 Ronald Reagan Boulevard and 7400 Williams Drive, to be known as Sun City Neighborhood Ninety thru Nine-Two (2019-2-PP). – Ethan Harwell, Planner

F. Consideration and possible action on a Preliminary Plat for 28.4 acres in the Francis A. Hudson Survey, Abstract No. 295, generally located at 2700 FM 1460, to be known as Hidden Oak Two (2019-3-PP). – Michael Patroski, Planner

**Motion by Commissioner Stewart to approve Consent Agenda items B, D, E and F as presented. Second by Commissioner McMichael. Approved (6-0) with Commissioner Newman absent.**

**Legislative Regular Agenda**

C. Consideration and possible action on a Preliminary Final Plat for 6.496 acres in the N. Porter Survey, Abstract No. 497, generally located near the southeast corner of Williams Drive and Rivery Blvd., to be known as Gabriel’s Bluff Subdivision (PFP-2016-007). – Ethan Harwell

*Item C was pulled off the Consent Agenda by Chair Brashear and moved to the Legislative Regular Agenda*

Staff report was presented by Harwell. The subject property is generally located on the southeast corner of Williams Drive and Rivery Boulevard. The subject property has frontage on Williams Drive. It has a Local Commercial, C-1, zoning district designation and a Special Mixed Use Area and Moderate Density Residential Future Land Use designation. The subject property is heavily wooded and backs up to the North Fork of the San Gabriel River along a bluff. The property overlooks Rivery Park. The subject property takes access to Williams Drive, which is classified as a Major Arterial in the City’s Overall Transportation Plan. Approximately 27 feet of right-of-way is dedicated with this plat and cross access is granted within the subdivision and to neighboring commercial properties. The subject property also lies within several of the airport overlay zones. The appropriate notes have been added to the plat to ensure that the airspace is preserved in the Approach Zone, the Transitional Zone, and the Horizontal Zone. Staff has reviewed the proposed request and has found that it complies with the criteria established in UDC Chapter 3.08.080 for a Preliminary Final Plat.

*Commissioner Newman returned and was added to the dais at 6:08 PM.*

Chair Brashear opened the Public Hearing.

Larry Brundidge, public speaker, commented on the number of applications and units that have been approved recently by the City of Georgetown Planning and Zoning Commission, as well as the Historic and Architectural Review Commission. When combined, that is approximately 600 units. With the approval of projects, there will be more cars and more people putting strain on existing infrastructure. Mr. Brundidge objects to all projects.
Chair Brashear closed the Public Hearing.

**Motion by Commissioner Stewart to approve Item C as presented (PFP-2016-007). Second by Commissioner in training Patterson. Approved (7-0).**

G. Review and discussion regarding the review process for land use changes, to include staff’s analysis, findings and presentation. – Andreina Davila-Quintero

Staff report presented by Davila-Quintero. Members of the Planning and Zoning Commission have expressed concerns regarding the timely review of new and updated information from the applicant or new comments received from the public after the agenda has been posted. The purpose of this item is to review and discuss the review process for land use changes from intake to agenda posting, including information submitted by the Applicant, staff’s review and analysis, and responses or updates to the request as a result of the technical review process. In addition, this discussion will include possible action and next steps that may be implemented to allow for timely review of new information.

Davila-Quintero also provided guidance to Commission members and explained that items can be tabled for the following meeting, or members can request for additional time if necessary when voting on items.

Commission members provided suggestions to improve communication and ensure updated information is received. Chair Brashear suggested staff significantly highlight or mark any items presented in the public meeting which is different from the material that is in the agenda package posted online. This will help Commission members identify the changes made.

Nelson also sought feedback from Commission members regarding public comment notification, and asked members for direction. Commissioner McMichael commented that she would like to receive additional public comments made if they were not included in the agenda package at the time of posting. Chair Brashear requested that staff provide a summary of all additional comments made after posting and provide copies of any subsequent comments to Commission members at the time of the meeting in order to keep everyone informed.

H. Update and discussion on the 2030 Plan Land Use Element. – Nat Waggoner, Long Range Planning Manager

Staff report was presented by Waggoner. Waggoner shared background information on the process to update the 2030 Land Use Element, including Gateway policies and strategies. Waggoner provided an overview of the analysis completed to date, and asked the Commission the following: 1) What development trends should be addressed in the Land Use Element update? And 2) What updates are needed for the future land use map?

Commission members had several questions and comments regarding land use ideas and zoning...
I. Discussion Items. – Sofia Nelson, Planning Director
   a. Updates and Announcements
      There are no updates at this time
   b. New Home Owner’s or other similar associations registration for notification of Land Uses Changes. – Andreina Davila-Quintero, AICP, Current Planning Manager

      Davila-Quintero updated the Commission members on a change in notification requirements for homeowners, from 200 feet to 300 feet. This includes HOA notification. The Department has created a form that will be available on the Planning website for HOA’s to complete and submit to the Department if they wish to be included in the notifications.

   c. Update from other Board and Commission meetings
      i. GTAB
         Chair Brashear updated the Commission and provided information regarding the items discussed at the June 14 meeting.

      ii. UDCAC
         No report available
   d. Questions or comments from Alternate Members about the actions and matters considered on this agenda
      No questions from Alternate Members
   e. Reminder of the July 2, 2019 Planning and Zoning Commission meeting

Motion by Commissioner Stewart to adjourn at 7:22 P.M. Second by Commissioner McMichael. Approved unanimously.

Adjournment

____________________________________  __________________________________
Ercel Brashear, Chair                       Attest, P&Z Ben Stewart, Secretary
SUBJECT:
Public Hearing and possible action on a request for a Replat of Part of Lot 3 and all of Lot 4, Block 1, Hart's Addition, located at 608 W. 15th Street, to be known as Hart's Addition to the Georgetown Subdivision Lots 3A and 4A, Block 1 (FP-2018-049) -- Andreina Dávila-Quintero, AICP, Current Planning Manager

ITEM SUMMARY:
Overview of the Applicant's Request:
The Applicant is proposing to resubdivide approximately 0.21 acres into two new residential lots to be known as the Final Plat of the Hart’s Addition to Georgetown Subdivision Lots 3A and 4A, Block 1.

Staff's Analysis:
Staff has reviewed the request in accordance with the Unified Development Code (UDC) and other applicable codes. Staff has determined that the proposed request meets the criteria established in UDC Section 3.08.080.D for a Replat, as outlined in the attached Staff Report.

Public Comments:
As required by the Unified Development Code, all property owners within a 200-foot radius of the subject property and within the subdivision were notified of the Replat request (21 notices), and a legal notice advertising the public hearing was placed in the Sun Newspaper (June 16, 2019) and signs were posted on-site. To date, staff has received no written comments in favor or in opposition to the request.

FINANCIAL IMPACT:
None. The applicant has paid the required application fees.

SUBMITTED BY:
Andreina Dávila-Quintero, AICP, Current Planning Manager

ATTACHMENTS:
<table>
<thead>
<tr>
<th>Description</th>
<th>Type</th>
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<tbody>
<tr>
<td>FP-2018-049 - P&amp;Z Staff Report</td>
<td>Cover Memo</td>
</tr>
<tr>
<td>Exhibit 1 - Location Map</td>
<td>Backup Material</td>
</tr>
<tr>
<td>Exhibit 2 - Final Plat of the Hart’s Addition to Georgetown Subdivision Lots 3A and 4A, Block 1</td>
<td>Backup Material</td>
</tr>
</tbody>
</table>
Report Date: June 28, 2019
Case No: FP-2018-049
Project Planner: Madison Thomas, AICP, Historic and Downtown Planner, and Andreina Dávila-Quintero, AICP, Current Planning Manager

Item Details

Project Name: 608 W 15th St Replat
Project Location: 608 W 15th St, within City Council district No. 1.
Total Acreage: 0.261 acres
Legal Description: 0.261 acres, more or less, out of Lots 3 and 4, Block 1, Hart’s Addition to Georgetown

Applicant: Lewis Asset Manager, c/o Peyton Lewis
Property Owner: Lewis Asset Manager, c/o Peyton Lewis

Request: Approval of a Replat for the Final Plat of the Hart’s Addition to Georgetown Subdivision Lots 3A and 4A, Block 1

Case History: This is the first public hearing of this request.
Planning Department Staff Report

Plat Summary

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<tr>
<th>Description</th>
<th>Value</th>
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<tbody>
<tr>
<td>Number of Phases:</td>
<td>1</td>
</tr>
<tr>
<td>Residential Lots:</td>
<td>2</td>
</tr>
<tr>
<td>Non-residential Lots:</td>
<td>0</td>
</tr>
<tr>
<td>Open Space Lots:</td>
<td>0</td>
</tr>
<tr>
<td>Total Lots:</td>
<td>2</td>
</tr>
<tr>
<td>Linear Feet of Street:</td>
<td>0</td>
</tr>
</tbody>
</table>

Site Information

The subject property is located within an established residential neighborhood with single and multi-family residential uses. It is located approximately 352 feet east of Railroad Ave, and 900 feet south of W University Ave. The subject property has a Moderate Density Residential Future Land Use designation, and a Residential Single-Family (RS) zoning district.

Physical and Natural Features:
The subject property is developed with a single-family structure. Its northern portion has several smaller trees.

Utilities

The subject property is located within the City’s service area for water, wastewater and electric. It is anticipated that there is adequate water and wastewater capacity to serve the subject property at this time.

Transportation

The subject property is located and has frontage on W 15th St, which is classified as a local street (minimum 50-foot right-of-way). Local streets are intended to provide access to adjoining properties by collecting the traffic from surrounding areas and distributing it to adjoining collectors or arterial streets. Local streets can access both collector level streets and arterial level streets. Approximately 0.014 acres of land are being dedicated for additional right-of-way as part of this plat.

Parkland Dedication

Parkland dedication is not required for the proposed replat.

Intergovernmental and Interdepartmental Review

The proposed Replat was reviewed by the applicable City departments. Subdivision Plats are reviewed to ensure consistency with minimum lot size, impervious cover, streets and connectivity, and utility improvement requirements, among other. All technical review comments have been addressed by the Applicant.

Approval Criteria

Staff has reviewed the proposed request and has found that it complies with the criteria established in UDC Chapter 3.08.080.D for a Replat, as outlined below:
<table>
<thead>
<tr>
<th>APPROVAL CRITERIA</th>
<th>FINDINGS</th>
<th>STAFF COMMENTS</th>
</tr>
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<tbody>
<tr>
<td>a. The Replat is acceptable for consideration, meaning the application is complete and the information contained within the application is correct and sufficient to allow adequate consideration and final action.</td>
<td>Complies</td>
<td>The Plat has been deemed acceptable and complete for consideration.</td>
</tr>
<tr>
<td>b. The plat meets or exceeds the requirements of this Unified Development Code and any applicable State or local laws</td>
<td>Complied</td>
<td>The proposed Replat meets all applicable technical requirements of the UDC pertaining to streets, sidewalks, utilities, and parkland. In addition, an Administrative Exception to allow a 5,433 and 5,303 square foot lot was approved on June 11, 2019, in accordance with UDC Section 3.16.020.B.</td>
</tr>
<tr>
<td>c. The plat is consistent with the City’s Comprehensive Plan and any other adopted plans as they relate to:</td>
<td>Complies</td>
<td>The proposed Replat is consistent with the Comprehensive Plan as it meets all applicable technical requirements of the UDC pertaining to streets, sidewalks, utilities, and parkland.</td>
</tr>
<tr>
<td>i. The City’s current and future streets, sidewalks, alleys, parks, playgrounds, and public utility facilities; and</td>
<td></td>
<td></td>
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<tr>
<td>ii. The extension, improvement, or widening of City roads, taking into account access to and extension of sewer and water mains and the instrumentality of public utilities.</td>
<td></td>
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<tr>
<td>d. The plat meets any subdivision design and improvement standards adopted by the City pursuant to Texas Local Government Code § 212.002 or § 212.044, governing plats and subdivision of land within the City’s jurisdiction to promote the health, safety, morals, or general welfare of the City and the safe, orderly, and healthful development of the City.</td>
<td>Complies</td>
<td>The proposed Replat meets all applicable technical requirements of the UDC adopted pursuant to Sections 212.002 and 212.044 of the Texas Local Government Code to promote the health, safety, morals, or general welfare of the City and the safe, orderly, and healthful development of the City, including but not limited to Chapter 6, Residential Development Standards, Chapter 7, Non-Residential Development Standards, Chapter 12, Pedestrian and Vehicle Circulation, and Chapter 13,</td>
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### Approval Criteria

<table>
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<tr>
<th>Approval Criteria</th>
<th>Findings</th>
<th>Staff Comments</th>
</tr>
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<tbody>
<tr>
<td>e. The tract of land subject to the application is adequately served by public improvements and infrastructure.</td>
<td>Complies</td>
<td>The subject property will be adequately served by public improvements and infrastructure.</td>
</tr>
<tr>
<td>f. A Subdivision Variance may be requested as a companion application to the consideration of a Replat, according to the provisions detailed in Section 3.22 of the UDC. The Subdivision Variance and the Replat shall be required to be approved by P&amp;Z.</td>
<td>Not Applicable</td>
<td>No Subdivision Variance is being requested as part of this Replat.</td>
</tr>
<tr>
<td>g. A Replat may not amend or remove any covenants or restrictions and is controlling over the preceding plat.</td>
<td>Complies</td>
<td>The proposed Replat does not amend or remove any covenants or restrictions and is controlling over the preceding plat.</td>
</tr>
</tbody>
</table>

### Public Notification (if applicable)

As required by the Unified Development Code, all property owners within a 200-foot radius of the subject property and within the subdivision were notified of the Replat request (21 notices), and a legal notice advertising the public hearing was placed in the Sun Newspaper (June 16, 2019) and signs were posted on-site. To date, staff has received no written comments in favor or in opposition to the request.

### Attachments

- Exhibit 1 – Location Map
- Exhibit 2 – Final Plat of the Hart’s Addition to Georgetown Subdivision Lots 3A and 4A, Block 1
STATE OF TEXAS | KNOWN ALL MEN BY THESE PRESENTS

COUNTY OF WILLIAMSON | I, Peyton Lewis, President of Lewis Asset Management, LLC, owner of the certain tract of land shown hereon, being described in a deed recorded in Document No. 2018023516 of the Official Public Records of Williamson County, Texas, do hereby state there are no lien holders of the certain tract of land, and do hereby reside and act as herein shown, and do hereby consent to all plat note requirements shown hereon, and do hereby dedicate to the City of Georgetown the streets, drives, easements and public places shown hereon for public use for the City of Georgetown may be erected. This subdivision is to be known as HART’S ADDITION TO GEORGETOWN SUBDIVISION, LOTS 3A AND 4A, BLOCK 1.

TO CERTIFY WHICH, WITNESS by my hand this day of 20__.

OWNERS/DEVELOPERS:

Peyton Lewis, President of Lewis Asset Management, LLC

P.O. Box 1306
Georgetown, Texas 78627

STATE OF TEXAS | KNOWN ALL MEN BY THESE PRESENTS

COUNTY OF WILLIAMSON | Before me, the undersigned authority, on this day personally appeared Peyton Lewis, known to me to be the person whose signature is subscribed to the foregoing instrument and acknowledged to me that they executed the same for the purposes and consideration therein expressed, in the capacity therein stated.

Given under my hand and seal of office this day of 20__.

Notary Public in and for the State of Texas
My commission expires on

Surveyor’s Certifications:

STATE OF TEXAS | KNOWN ALL MEN BY THESE PRESENTS

COUNTY OF WILLIAMSON | I, Shane Shoter, Registered Professional Land Surveyor in the State of Texas, do hereby certify that this plat is true and correctly made from an actual survey made on the ground of the property legally described herein, and that there are no apparent discrepancies, conflicts, overlapping of improvements, viable utility lines or roads in place, except as shown on the accompanying plat, and that the corner monuments shown thereon were properly placed under my supervision in accordance with the Subdivision Regulations of the City of Georgetown. TO CERTIFY WHICH, WITNESS my hand and seal of Georgetown, Williamson, Texas, this day of 2019.

Shane Shoter
Registered Professional Land Surveyor No. 5891

County Clerk’s Certification

STATE OF TEXAS | KNOWN ALL MEN BY THESE PRESENTS

COUNTY OF WILLIAMSON | I, Nancy Rister, Clerk, Court of County of said County, do hereby certify that the foregoing instrument in writing, with its certificate of authentication was filed for record in my office on the day of ___________ 20__, at _______ o’clock, _______.

TO CERTIFY WHICH, WITNESS my hand and seal of the county court of said county, in my office of Georgetown, the date last shown above written.

Nancy Rister, Clerk, County Court of Williamson County, Texas

Deputy

Antonio A. Prete
Licensed Professional Engineer
No. 03759 State of Texas

Based upon the above representations of the Engineer or Surveyor whose seal is affixed hereto, and after a review of the plat as represented by the said Engineer or Surveyor, I find that this plat was prepared in accordance with the provisions of Chapter 15.44, Reference to Plan Subdivision, of the Georgetown Municipal Code. This certification is made solely upon such representations and should be relied upon only upon verification by the City of Georgetown. The City of Georgetown disclaims any responsibility to any member of the public or independent verifications of the representation, factual or otherwise, contained in this plat and the documents associated with it.

Antonio A. Prete
Licensed Professional Engineer
No. 03759 State of Texas

City of Georgetown

Waetz & Prete, Inc.
CIVIL ENGINEERS
10500 Southwest Freeway, Suite 77
Round Rock, TX 78681
(512) 255-0700
FAX: 512-255-0708

City of Georgetown

CITY PROJECT NO. FP-2018-049

FINAL PLAT OF THE HART’S ADDITION TO GEORGETOWN SUBDIVISION LOTS 3A AND 4A, BLOCK 1

BEING A REPLAT OF HART’S ADDITION TO GEORGETOWN SUBDIVISION PART OF LOT 3 AND ALL OF LOT 4, BLOCK 1

Glen Horcomb, Building Official

Date

City of Georgetown
SUBJECT:
Discussion Items:
- Updates and Announcements (Sofia Nelson, CNU-A, Planning Director)
- Update from other Board and Commission meetings.
- Questions or comments from Alternate Members about the actions and matters considered on this agenda.
- Reminder of the July 16, 2019, Planning and Zoning Commission meeting in the Historic Lights and Waterworks Building located at 406 W 8th St, starting at 6:00pm.

ITEM SUMMARY:

FINANCIAL IMPACT:
N/A

SUBMITTED BY:
Andreina Dávila-Quintero, AICP, Current Planning Manager