



# PLANNING & ZONING COMMISSION REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Tuesday, December 28, 2021 at 6:30 PM

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## MINUTES

### CALL TO ORDER AND ROLL CALL

With a quorum of the Commission present, Chair James called the meeting to order at 6:30 p.m.

#### Commission Members present were:

Mim James, Chair  
James Martin, Vice Chair  
Doug Crosson  
John McIntosh  
Evelyn Strong

#### Commission Members absent were:

Christian Bourguignon  
Tammie Williamson

#### Staff, Consultants & Appointed/Elected Officials present were:

City Attorney Laura Mueller  
City Secretary Andrea Cunningham  
Planning Director Howard Koontz  
Senior Planner Tory Carpenter  
Mayor Pro Tem Taline Manassian

### PLEDGE OF ALLEGIANCE

Vice Chair Martin led the Pledge of Allegiance to the Flag.

### PRESENTATION OF CITIZENS

*A member of the public who desires to address the Commission regarding any item on an agenda for an open meeting may do so at presentation of citizens before an item or at a public hearing for an item during the Commission's consideration of that item. Citizens wishing to discuss matters not contained within the current agenda may do so, but only during the time allotted for presentation of citizens. Speakers are allowed two (2) minutes to speak during presentation of citizens or during each public hearing. Speakers may not cede or pool time. Members of the public requiring the assistance of a translator will be given twice the amount of time as a member of the public who does not require the assistance of a translator to address the Commission. It is the request of the Commission that members of the public wishing to speak on item(s) on the agenda with a noticed Public Hearing hold their comments until the item(s) are presented for consideration. Speakers are encouraged to sign in. Anyone may request a copy of the City's policy on*

*presentation of citizens from the city secretary. By law no action may be taken during Presentation of Citizens.*

No one spoke during Presentation of Citizens.

## **CONSENT AGENDA**

*The following items are anticipated to require little or no individualized discussion due to their nature being clerical, ministerial, mundane or routine. In an effort to enhance the efficiency of Planning & Zoning Commission meetings, it is intended that these items will be acted upon by the Planning & Zoning Commission with a single motion because no public hearing or determination is necessary. However, a Planning & Zoning Commission Member or citizen may request separate deliberation for a specific item, in which event those items will be removed from the consent agenda prior to the Planning & Zoning Commission voting on the consent agenda as a collective, singular item. Prior to voting on the consent agenda, the Planning & Zoning Commission may add additional items that are listed elsewhere on the same agenda.*

Via unanimous consent, the Commission considered Consent Agenda items individually.

**1. Approval of the December 14, 2021, Planning & Zoning Commission regular meeting minutes.**

A motion was made by Commissioner Strong to approve the December 14, 2021, Planning & Zoning Commission regular meeting minutes. Commissioner McIntosh seconded the motion which carried unanimously 4 to 0 to 1, with Vice Chair Martin abstaining.

**2. Approval of SUB2021-0054: an application for Driftwood Phase 2 Final Plat for a 19.30 acre tract located along the west side of Thurman Roberts Way north of its intersection with RM 1826 out of the Freelove Woody Survey, Abstract 20. Applicant: Tory Miller, P.E., Murfee Engineering Company**

A motion was made by Vice Chair Martin to approve SUB2021-0054: an application for Driftwood Phase 2 Final Plat for a 19.30 acre tract located along the west side of Thurman Roberts Way north of its intersection with RM 1826 out of the Freelove Woody Survey, Abstract 20. Commissioner McIntosh seconded the motion which carried 4 to 0 to 1, with Commissioner Crosson abstaining.

## **BUSINESS**

**3. Public hearing and consideration of a recommendation regarding ZA2021-0011 an application to consider an ordinance approving a zoning amendment from Single Family- Low Density (SF-1) to General Retail (GR) for approximately 10.00 acres out of the Phillip A. Smith Survey located at 26700 Ranch Road 12. Applicant: Jon Thompson**

**a. Presentation** – No presentation was given.

**b. Staff Report** – Tory Carpenter presented the staff report which is on file. staff recommends denial of the zoning amendment.

**c. Public Hearing** – The following individuals spoke during the Public Hearing:

- Patrick Vlaskovits spoke in favor of the amendment.
- Russell Burke spoke in favor of the amendment.
- Scott Daves spoke in favor of the amendment.
- Reed Smith spoke in favor of general retail but does not support multi-family.

**d. Zoning Amendment** – A motion was made by Vice Chair Martin to recommend City Council denial of ZA2021-0011 an application to consider an ordinance approving a zoning amendment from Single Family- Low Density (SF-1) to General Retail (GR) for approximately 10.00 acres out of the Phillip A. Smith Survey located at 26700 Ranch Road 12. Commissioner Crosson seconded the motion which carried unanimously 5 to 0.

**4. Public hearing and consideration of recommendation regarding VAR2021-0022: an application for Special Exception to allow the expansion of a nonconforming structure located at 102 Bluff Street, Dripping Springs, Texas. Applicant: Joe Grasso, P.E.; Doucet & Associates.**

**a. Presentation** – Applicant John Doucet presented the item.

**b. Staff Report** – Tory Carpenter presented the staff report which is on file. Staff recommends approval of the special exception.

**c. Public Hearing** – No one spoke during the Public Hearing.

**d. Special Exception** - A motion was made by Vice Chair Martin to recommend City Council approval of VAR2021-0022: an application for Special Exception to allow the expansion of a nonconforming structure located at 102 Bluff Street, Dripping Springs, Texas. Commissioner Strong seconded the motion which carried unanimously 5 to 0.

**5. Public hearing and consideration of recommendation regarding CUP2021-0006: an application for a Conditional Use Permit for an accessory dwelling unit at 106 Bonnie Drive, Dripping Springs, Texas. Applicant: Todd Larsen**

**a. Presentation** – Todd Larsen presented the item.

**b. Staff Report** – Tory Carpenter presented the staff report which is on file. Staff recommends approval of the conditional use permit with the following conditions:

- (1) CUP does not expire.
- (2) Minimum of two off-street parking spaces for the ADU must be provided in addition to any other parking requirements.
- (3) The ADU may not be sold separately from the primary structure.

**c. Public Hearing** – No one spoke during the Public Hearing.

**d. Conditional Use Permit** – A motion was made by Vice Chair Martin to recommend City Council approval of CUP2021-0006: an application for a Conditional Use Permit for an accessory dwelling unit at 106 Bonnie Drive, Dripping Springs, Texas with

conditions as presented by staff. Commissioner Strong seconded the motion which carried unanimously 5 to 0.

**6. Discuss and consider possible action regarding the Planning & Zoning Commission meeting schedule for November and December 2022 meetings.**

Andrea Cunningham presented the staff report which is on file.

A motion was made by Commissioner Crosson to reschedule the Planning & Zoning Commission second December 2022 meeting to December 21, 2022. Vice Chair Martin seconded the motion which carried unanimously 5 to 0.

## **PLANNING & DEVELOPMENT REPORTS**

Reports are on file and available for review upon request.

**7. Approved Projects Report.**

**8. Planning Department Report**

## **EXECUTIVE SESSION**

*The Planning & 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). The Planning & Zoning Commission for the City of Dripping Springs may act on any item listed in Executive Session in Open Session or move any item from Executive Session to Open Session for action.*

The Commission did not meet in Executive Session.

## **UPCOMING MEETINGS**

### **Planning & Zoning Commission Meetings**

January 11, 2022, at 6:00 p.m.

January 25, 2022, at 6:00 p.m.

February 8, 2022, at 6:00 p.m.

February 22, 2022, at 6:00 p.m.

### **City Council & Board of Adjustment Meetings**

January 4, 2022, at 6:00 p.m. (CC & BOA)

January 11, 2022, at 5:00 p.m. (Exceptions & Waivers)

January 18, 2022, at 6:00 p.m. (CC)

January 25, 2022, at 5:00 p.m. (Exceptions & Waivers)

February 1, 2022, at 6:00 p.m. (CC & BOA)

February 8, 2022, at 5:00 p.m. (Exceptions & Waivers)

February 15, 2022, at 6:00 p.m. (CC)

February 22, 2022, at 5:00 p.m. (Exceptions & Waivers)

## **ADJOURN**

A motion was made by Vice Chair Martin to adjourn the meeting. Commissioner McIntosh seconded the motion which carried unanimously 5 to 0.

This regular meeting adjourned at 7:38 p.m.