

PUBLIC NOTICE OF MEETING



PLANNING AND ZONING COMMISSION

AUGUST 11, 2020 – 5:30 P.M.
VIRTUAL MEETING

TAKE NOTICE THAT A REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF WOODWAY, TEXAS, WILL BE HELD VIA ZOOM MEETING AT 5:30 P.M. ON TUESDAY, AUGUST 11, 2020, TO CONSIDER AND ACT UPON ANY LAWFUL SUBJECT WHICH MAY COME BEFORE IT INCLUDING, AMONG OTHERS, THE ITEMS LISTED ON THE FOLLOWING AGENDA.

To mitigate the spread of COVID-19, this meeting will be closed to in-person attendance by the public. Commissioners will attend virtually via Zoom Meeting. Citizens may join the Zoom Meeting by calling 1-888-475-4499, entering the Meeting ID # 9926081325 and the password 905053. Citizens may also provide written comments on the agenda items to Amy Novak at anovak@woodwaymail.org prior to 3:00 p.m. on August 11, 2020.

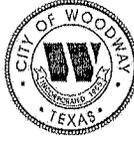
AGENDA

1. **Call to order**
2. **Consider action on** the minutes of the July 14, 2020, regular meeting
3. **Discussion and consider action on** acceptance of subdivision improvements to the Badger Ranch Addition, Phase 6, to the City of Woodway, Texas
4. **Update** from Building Official regarding current PUD projects
5. **Staff updates**
6. **Consider action on** the Open Meetings Act Resolution
7. **Consider action on** adjournment

I certify that the above notice of meeting was posted at Woodway City Hall, 922 Estates Drive, Woodway, Texas, on the 6th day of August 2020 at 5:00 p.m.


Donna Barkley, City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (254) 772-4480 or FAX (254) 772-0695 for further information.



**City of Woodway
Planning and Zoning Commission Meeting Minutes
July 14, 2020**

The City of Woodway Planning and Zoning Commission attended a regular scheduled meeting virtually via Zoom Meeting, on July 14, 2020, at 5:30 p.m. To mitigate the spread of COVID-19, this meeting was closed to in-person attendance by the public. The Planning and Zoning Commission conducted the meeting via Zoom Meeting in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). The following individuals were in attendance via Zoom Meeting.

**Planning & Zoning
Members Present:**

Raju Patel, Mary Cunningham, Rodney Kroll,
Martha Agee, Josef Varga, Bob Howard
Brent McKenzie, Nancy Pfanner

**Planning & Zoning
Members Absent:**

Grant Martin

City Staff Present:

Dr. Shawn Oubre, John Norman, Amy Novak,
David Mercer, Mitch Davison

Registered Guests:

John Holz (architect), David Marek (engineer),
Saundra Karnes (citizen), Esmeralda Reyes
(citizen), Toure Drake (engineer), Derek
Newman (citizen), Teresa Lasater (citizen),
Richard Mason (citizen),
Kyle Van Pelt (citizen), Ailene Storer (citizen),
Larry Storer (citizen), Dr. Nick Cobb (applicant)

1. Call to order

Chairman Rodney Kroll, called the meeting to order at 5:30 p.m.

2. Consider action on the minutes of the June 9, 2020, regular meeting.

Vice Chairman Mary Cunningham made a correction to the minutes that secretary was not her title and that it needed to be changed to Vice Chairman. Mary Cunningham made a motion, seconded by Raju Patel, that the minutes be corrected.

3. A. Public hearing on request on Application to Develop in a Planned District (dental clinic) Lot 13, Block 1, of the Burnett Addition to the City of Woodway, McLennan County, Texas, located at 117 Burnett Court.

Chairman Rodney Kroll opened the public hearing. Sandra Karnes (citizen) respectfully requested the denial of the building permit due to some drainage concerns she perceives that the new establishment will bring to her property. Sandra Karnes (citizen) asked the city if they ever considered going around checking the surrounding properties when a new establishment is planning to build. Assistant Director John Norman answered the question. John told Mrs. Karnes that the city does require an evaluation of existing drainage required by our ordinances. Kyle Van Pelt (citizen) would like to see the drainage plans that were submitted for the proposal development. Esmeralda Reyes (citizen) is opposed to the development due to her perceived drainage issues on her property. Dr. Nick Cobb (applicant) gave a brief description to the development. Dr. Cobb is looking to expand his business and he states that he is aware of the drainage issues. David Marek (engineer) spoke in favor of the item. David gave a brief description of how the drainage would be released. Mr. Marek gave an explanation of how a detention pond works and the reason for them. Esmeralda Reyes (citizen) asked if there would be a retention pond. David Marek (engineer) answered the question with a yes, it is actually a detention pond, and gave a brief description of the detention pond. Ailene Storer (citizen) wanted to know which way the building would face and Mr. Marek stated that it would face Burnett Court. Mrs. Reyes asked if there would be a driveway on Bryce. David Marek answered the question yes and stated that there will not be an entry point on Fairway and also the staff will be entering from the back of the building. John Holz (architect) spoke in favor of the project and gave a brief description of the building. With no one else coming forward to speak in favor of or in opposition too, Chairman Rodney Kroll closed the public hearing.

B. Discussion and consider action on report and recommendation to the City Council on Application to Develop in a Planned District (dental clinic) Lot 13, Block 1, of the Burnett Addition to the City of Woodway, McLennan County, Texas, located at 117 Burnett Court.

City staff recommends approval. Assistant Director John Norman gave a brief description of the Application to Develop. Raju Patel asked a question about the rainfall calculations. City Manager Dr. Shawn Oubre answered the question and stated that David Marek made the rainfall calculations. Assistant Director John Norman stated that the city staff had looked at the calculations and they meet the city standards. Martha Agee asked if the drainage to the detention pond is controlled or is it diverted to a certain level. John Norman stated that yes, the detention pond is there to detain the water. Chairman Rodney Kroll explained that the detention pond gathers water and detains it in that facility. The detention structure holds the water, based on the engineer's calculations, and released it according to those calculations. The whole point of a detention pond is to slow down the water substantially. David Marek (engineer) also explained how the detention pond is designed and how it will work. Brent McKenzie asked about the various spots that are in ground, do they drain to the detention pond and if not, where do they drain? Brent McKenzie also asked where does the 3x5 inch discharge hole drain. David Marek (engineer) stated that all the drains on site and some of the roof drainage will be taken to the detention pond, any drain that is seen on the site plan, all goes to the detention pond. David Marek (engineer) said that the 3x5 inch little slot that it is a rectangular outlet structure with two slots coming out on one side of it and on the back side of it is an 18-inch pipe that runs from the detention pond to the existing storm box on Fairway it does not discharge into the street. This outlet discharges under the ground.

Raju Patel made a motion to approve, seconded by Mary Cunningham recommending to make sure that on each side that the water calculations are not throwing more water onto the private street.

The motion carried unanimously.

4. **Discussion and consider action on** approval of preliminary plat Lot 1, Block 1, Luan Addition to the City of Woodway, being all of that called 0.933 acres of land described in a deed to Jeton Haxhijaj and Bahrije Haxhijaj as recorded in McLennan County Clerk's document 2019003825 of the Official Public Records of McLennan County, Texas.

City staff recommends approval. Assistant Director John Norman gave a brief description. There were no questions asked. Bob Howard made a motion, seconded by Mary Cunningham that the preliminary plat be approved. The motion carried unanimously.

5. Staff Updates

City Manager Dr. Shawn Oubre thanked the Commission for attending the online training that was recommended for the Commission to attend. Mr. Oubre would like for the Commission to consider any concerns and questions they may have that the city could explain it. The city would like to do some face to face training but under the circumstances would like to hold a website presentation on the topics to address those concerns.

6. **Consider action on** the Open Meetings Act Resolution.

Bob Howard made a motion to accept the Open Meetings Act Resolution. The motion was seconded by Mary Cunningham. The motion carried unanimously.

7. **Consider action on** adjournment.

A motion was made by Raju Patel and seconded by Brent McKenzie to adjourn the meeting. The motion carried unanimously and the meeting adjourned at 6:38 p.m.

Planning & Zoning Commission Chairman

Planning & Zoning Commission Secretary

**CITY OF WOODWAY
PLANNING AND ZONING COMMISSION AGENDA**

AGENDA ITEM: _____
AGENDA DATE: August 11, 2020

SUBJECT:

Discussion and consider action on acceptance of subdivision improvements to The Badger Ranch Addition, Phase 6, to the City of Woodway, Texas.

DISCUSSION:

Please see the attached letters from the developers engineer as well as the letter from the City Engineer.

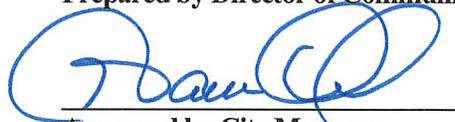
City staff has requested that the applicant be present to answer any questions from the Planning and Zoning Commission.

ACTION RECOMMENDED:

City staff recommends initial acceptance of the subdivision public improvements.



Prepared by Director of Community Services



Approved by City Manager



924 ESTATES DRIVE • WOODWAY, TEXAS 76712-3432 • 254/772-4050 • FAX 254/399-6518

Written Certification by the City of Woodway
*in accordance with Chapter 17, Section 17-14
of the City of Woodway Code of Ordinances*

Reference: Acceptance – Badger Ranch Addition, Phase 6

Date: July 17, 2020

Dear P&Z Commission,

Based upon inspections made by the city engineer and/or city staff following the approval of the above referenced subdivision, all public improvements constructed within the above referenced subdivision appear to have been completed in accordance with the approved construction plans and specifications and meet the standards set forth in Chapter 17 of the City of Woodway Code of Ordinances. We therefore recommend acceptance of Badger Ranch Addition, Phase 6.

Mitch R. Davison, P.E.
City Engineer/ Director of Community Services



823 Washington Ave., Suite 100
Waco, Texas 76701

July 15, 2020

City of Woodway
924 Estates Drive
Woodway, Texas 76712

Attn: Mitch Davison, P.E.

Re: Subdivider's Engineer Certificate for Badger Ranch, Phase 6
Project No.: 1-02303

Dear Mr. Davison:

Based on my observations of the construction of the subdivision improvements while in progress, my review of the tests and reports supplied to me as required by the design and construction standards, and my review of the construction plans and specifications drawings as modified by record drawings which changes were approved in advance by the city engineer and city staff, I certify that the subdivision improvements have been constructed in accordance with the requirements of the approved plans and specifications for the project, the Woodway Subdivision Ordinance and the design and construction standards.

Sincerely,

E. Talmadge Hill, III, P.E.
Project Engineer

ETH:eth

Cc: Ryan Lindsey
Mike Barnett
Scott Barnett
Project File

www.WalkerPartners.com



Planned Unit Development Report

This report regarding current Planned Unit Development (PUD) activity is current as of August 3rd, 2020.

The Lakes at Heather Run (Phase 1) 61% complete

23 Lots total
0 Open building permit
14 Lots with a cert. of occupancy issued
9 Lots available/vacant

The Lakes of Heather Run (Phase 2) 15% complete

20 Lots total
1 Open building permit
3 Lots with a cert. of occupancy issued
16 Lots available/vacant

Lake Forest Addition (Phase 1) 88% complete

26 Lots total
1 Open building permits
23 Lots with a cert. of occupancy issued
2 Lots available/vacant

Lake Forest Addition (Phase 2) 81% complete

62 Lots total
1 Open building permits
50 Lots with a cert. of occupancy issued
9 Lots available/vacant

Lake Forest Addition (Phase 3) 5% complete

37 Lots total
4 Open building permits
2 Lots with a cert. of occupancy issued
31 Lots available/vacant

Badger Ranch Addition (Phase 1) 89% complete

46 Lots total
0 Open building permits
41 Lots with a cert. of occupancy issued
5 Lots available/vacant

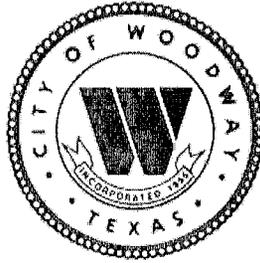
Badger Ranch Addition (Phase 2) 97% complete

37 Lots total
0 Open building permits
36 Lots with a cert. of occupancy issued
1 Lots available/vacant

The Branch Addition 3% complete

35 Lots total
19 Open building permits
1 Lots with a cert. of occupancy issued
15 Lots available/vacant

*Bold lettering indicates a change in status from the previous PUD report dated February 2020



OPEN MEETINGS ACT RESOLUTION

RESOLVED, that it is hereby officially found and determined that the meeting at which this resolution is adopted was noticed and has been open to the public as required by law.

PASSED AND APPROVED this the 11th day of August 2020.

THE CITY OF WOODWAY, TEXAS

By _____
CHAIR

ATTEST:

SECRETARY