



Planning & Zoning Commission Regular Meeting

City of Dripping Springs Council Chambers

511 Mercer Street – Dripping Springs, Texas

Tuesday, July 23, 2024, at 6:00 PM

MINUTES

CALL TO ORDER AND ROLL CALL

With a quorum of commissioners present, Chair James called the meeting to order at 6:00 p.m.

Commission Members

Mim James, Chair

Tammie Williamson, Vice Chair

Christian Bourguignon

Doug Crosson, *not present*

Eugene Foster

Douglas Shumway, *not present*

Evelyn Strong

Staff, Consultants & Appointed/Elected Officials

Planning Director Tory Carpenter

City Attorney Laura Mueller

Deputy City Attorney Aniz Alani

City Secretary Diana Boone

IT Director Jason Weinstock

Mayor Pro Tem Taline Manassian

PLEDGE OF ALLEGIANCE

Vice Chair Williamson led the Pledge of Allegiance.

PRESENTATION OF CITIZENS

A member of the public who wishes to address the Commission regarding items on the posted agenda may do so at Presentation of Citizens. For items posted with a Public Hearing, the Commission requests that members of the public hold their comments until the item is presented for consideration. Members of the public wishing to address matters not listed on the posted agenda may do so at Presentation of Citizens. Speakers are allotted two (2) minutes each and 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. Speakers are encouraged to sign in to speak, but it is not required. By law no action shall be taken during Presentation of Citizens.

No one spoke during the Presentation of Citizens.

CONSENT AGENDA

The following items will be acted upon in a single motion and are considered to be ministerial or routine. No separate discussion or action on these items will be held unless pulled at the request of a member of the Commission or City staff.

1. **Approval of the June 25, 2024, Planning & Zoning Commission regular meeting minutes.**

A motion was made by Commissioner Strong and seconded by Commissioner Foster, to approve the Planning & Zoning Commission minutes for June 25, 2024.

The motion to approve carried unanimously 5 to 0.

BUSINESS AGENDA

2. **Public hearing and recommendation regarding ZA2024-003: an application for a Zoning Map Amendment and Conditional Overlay from Local Retail (LR) to Commercial Services (CS) for approximately 0.89 acres out of the North 40 subdivision located at 28501 Ranch Road 12. Applicant: Jon Thompson**

- a. Applicant Presentation

Agenda item was presented by Jon Thompson who introduced other stakeholders in attendance, including engineering consultant Joel Bock who asked the Commission to consider allowing access through both sides of the driveway, Summit and Brookside.

- b. Staff Report

Staff recommends approval of the zoning amendment from Local Retail (LR) to Commercial Services (CS), and conditional overlay as outlined with the following standards:

1. The location of the building and parking area shall generally be consistent with the site plan provided with this request.
2. The building setback along the eastern property line shall be 80 feet.
3. The applicant must provide a 6-foot masonry screening in the form of stone or brick as best determined by the Development Review Committee along the eastern property boundary consistent with section 5.10.1 of the Zoning Ordinance.
4. The only use permitted on the property shall be “Contractors Office (with outside storage).”
5. The driveway access along Summit Drive shall be removed or gated for fire access only.
6. Truck arrival and departure shall only be allowed between the hours of 7:00am to 7:00pm.
7. Vehicle maintenance, including oil changes, tire replacement, etc., shall not be performed on the site.

c. Public Hearing

Nikki Dahlin spoke concerning changes that may potentially cause additional disruption to the neighborhood if activity intensifies.

d. Recommendation

A motion was made by Commissioner Strong and seconded by Vice Chair Williamson, to approve staff recommendations with modifications to No.3 (*The applicant must provide a 6-foot masonry screening*), change to 8 foot masonry wall, and No.5 (*driveway access along Summit Drive shall be removed or gated for fire access only*), driveway access to Summit Drive shall be gated for fire access only.

The motion carried unanimously 5 to 0.

PLANNING REPORTS

Reports listed are on file and available for review upon request. The Commission may provide staff direction; however, no action shall be taken.

3. Planning Department Report

Report was presented by Planning Director Tory Carpenter. Report is on file. No action was taken.

CLOSED SESSION

The Commission has the right to adjourn into closed session on any item on this agenda and at any time during the course of this meeting to discuss any matter as authorized by law or by the Open Meetings Act, Texas Government Code Sections 551.071 (Consultation With Attorney), 551.072 (Deliberation Regarding Real Property), 551.073 (Deliberation Regarding Prospective Gifts), 551.074 (Personnel Matters), 551.076 (Deliberation Regarding Security Devices or Security Audits), and 551.087 (Deliberation Regarding Economic Development Negotiations), and 551.089 (Deliberation Regarding Security Devices or Security Audits). Any final action or vote on any Closed Session item will be taken in OpenSession.

The Planning & Zoning Commission did not meet in Closed Session.

UPCOMING MEETINGS

Planning & Zoning Commission Meetings

August 27, 2024, at 6:00 p.m.

September 24, 2024, at 6:00 p.m.

October 22, 2024, at 6:00 p.m.

City Council & Board of Adjustment Meetings

August 6, 2024, at 6:00 p.m.

August 20, 2024, at 6:00 p.m.

September 3, 2024, at 6:00 p.m.

September 17, 2024, at 6:00 p.m.

ADJOURN

A motion to adjourn the meeting was made by Commissioner Strong and seconded by Vice Chair Williamson. The motion carried unanimously 5 to 0.

The PZC meeting adjourned at 6:41 p.m.