



DRIPPING SPRINGS  
Texas

# PLANNING & ZONING COMMISSION REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Tuesday, October 25, 2022 at 6:00 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 6:02 p.m.

**Commission Members present were:**

Mim James, Chair  
Tammie Williamson, Vice Chair  
Christian Bourguignon (arrived at 6:06 p.m.)  
Doug Crosson  
Douglas Shumway

**Commission Members absent were:**

John McIntosh  
Evelyn Strong

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

Planning Director Howard Koontz  
City Secretary Andrea Cunningham  
IT Director Jason Weinstock  
Mayor Pro Tem Taline Manassian

### PLEDGE OF ALLEGIANCE

Chair James 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.*

- 1. Approval of SUB2022-0008: an application for the Wild Ridge Preliminary Plat for a 283.4 acre tract located out of the I.V. Davis Jr. and Edward W. Brown surveys.** *Applicant: Richard Pham, P.E., Doucet & Associates, Inc.*

A motion was made by Commissioner Shumway to approve Consent Agenda item 1. Commissioner Crosson seconded the motion which carried unanimously 4 to 0.

## BUSINESS

- 2. Public hearing and consideration of a recommendation regarding an Ordinance approving CUP2022-0005: an application for a Conditional Use Permit to allow a mobile food vendor for longer than 10 days at 27713 RR 12.** *Applicant: Adam S Thompson*

**a. Applicant Presentation** – Applicant Adam Thompson presented the item and was available for questions from the Commission.

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

- (1) The applicant shall submit a site development permit prior to any additional site improvements;
- (2) Hours of operation are limited to between 7:00 a.m. and 9:00 p.m.;
- (3) There shall be no amplified sound on the site;
- (4) The Conditional Use Permit shall be reconsidered by City Council within two years of its effective date; and
- (5) The permit shall become effective with the issuance of the building permit.

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

**d. Recommendation** – A motion was made by Commissioner Barnard to recommend City Council approval of an Ordinance approving CUP2022-0005: an application for a Conditional Use Permit to allow a mobile food vendor for longer than 10 days at 27713 RR 12 with staff recommendations. Vice Chair Williamson seconded the motion which carried unanimously 5 to 0.

**3. Discuss and consider the Appointment of Planning & Zoning Commission members to the Development Agreement Working Groups for the Hilltop Vista (Cannon East) and the Cannon West Commercial/Multi-Use Project (Oryx).**

Howard Koontz presented the staff report which is on file.

Via unanimous consent, Commissioners were appointed to the following Development Agreement Working Groups:

(1) Hilltop Vista (Cannon East): Christian Bourguignon and Mim James

(2) Cannon West Commercial/Multi-Use Project: Doug Crosson and Douglas Shumway

**4. Discuss and consider approval of the 2023 Planning & Zoning Commission meeting calendar.**

Andrea Cunningham presented the staff report which is on file.

A motion was made by Chair James to approve the **2023 Planning & Zoning Commission meeting calendar with the following changes:**

- (1) Cancel the December 23, 2023, meeting; and
- (2) Move the February 14, 2023, to February 15, 2023.

Commissioner Bourguignon seconded the motion which carried unanimously 5 to 0.

**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.*

**PLANNING & DEVELOPMENT REPORTS**

Report is on file and available for review upon request.

**5. Planning Department Report**

**UPCOMING MEETINGS**

**Planning & Zoning Commission Meetings**

- November 8, 2022, at 6:00 p.m.
- November 22, 2022, at 6:00 p.m.
- December 13, 2022, at 6:00 p.m.
- December 27, 2022, at 6:00 p.m.

**City Council & Board of Adjustment Meetings**

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

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

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

December 20, 2022, at 6:00 p.m. (CC)

**ADJOURN**

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

This regular meeting adjourned at 6:57 p.m.