

City of Wimberley
City Hall, 221 Stillwater
Wimberley, Texas 78676
Planning & Zoning Commission
Minutes of Regular Meeting
March 27, 2014 at 6:00 p.m.

Meeting called to order at 6:00 p.m. by Chair Tom Haley. Present were Commissioners Tracey Dean, Charles Lancaster, Lance Cawley, and Rick Burleson. Commissioners Beth Mitchell and Steve Klepfer were absent.

Staff Present: City Administrator Don Ferguson and City Secretary Cara McPartland

Citizen Communications:

No citizen comments were heard.

1. Consent Agenda

Approval of minutes of the Regular Planning & Zoning Commission meeting on February 27, 2014.

Commissioner Dean moved to approve the minutes, as presented. Commissioner Lancaster seconded. Motion carried on a vote of 5-0.

2. Public Hearing and Possible Action

Hold a public hearing and consider making a recommendation to City Council regarding an application for the Replat of Lots 29 and 30 of the Hilltop Subdivision with a 4.76 acre portion of an adjoining property establishing Lot 29-A and Lot 30-A, Hilltop Subdivision located in Wimberley, Hays County, Texas, and a requested variance from Section 154.063(D)(1) relating to the requirement that lots have frontage on a usable dedicated public road right-of-way. (*GFJ Paradise Ranch Limited, Applicant*)

City Administrator Ferguson reviewed the subject property's location southeast of the Ranch Road 12/Spoke Hollow Road intersection. He noted that Lots 29 and 30 are within the corporate boundaries of the City, while a portion of the adjoining property that is part of the proposed subdivision is located within the City's E-T-J. He advised that the proposed subdivision will create Lot 30-A (10.07 acres) and Lot 29-A (7.39 acres), with the intended use for both lots is residential. City Administrator Ferguson stated that rezoning is not needed, since the newly created lots exceed five (5) acres in size and meet the current Residential Acreage (RA) zoning requirements. He noted the lots created by the proposed subdivision will obtain water supply from private wells and wastewater service from on-site sewage facilities.

City Administrator Ferguson explained that the applicant is seeking a variance from Code §154.063(D)(1), which requires lots to have frontage on a usable dedicated public road right-of-way. In the proposed subdivision, the lots will have frontage on a dedicated private road easement that guarantees access to the subject lots. He concluded with staff's recommendation for approval of the proposed replat and requested variance.

Chairman Haley opened the public hearing.

Hearing no comments, Chairman Haley closed the public hearing.

Discussion addressed historical access to the subject property, informal easement/access agreements, long-term resolution of lot configuration issues, and

Commissioner Dean moved to recommend approval of the replat and variance, as presented. Commissioner Lancaster seconded. Motion carried on a vote of 5-0.

Chairman Haley called for a brief recess at 6:10 p.m.

3. Joint Workshop with City Council

Workshop with members of City Council and representatives of Design Workshop, Inc. relating to the development of a Central Wimberley Master Plan. (*Design Workshop, Inc.*)

At 6:15 p.m., Chairman Haley reconvened the meeting with City Council present for the purpose of conducting a joint special workshop meeting.

Councilmembers Present: Mayor Bob Flocke, Mayor Pro-tem John White, Councilmembers Tom Talcott, Mac McCullough, Matt Meeks, and Steve Thurber.

City Administrator Ferguson provided background information on the timeframe for the master planning process and introduced Design Workshop's project team. Mayor Flocke and Chairman Haley concurred that joint meetings help to save time and avoid repetition in the planning process.

Design Workshop President Rebecca Leonard presented the agenda for tonight's strategic kick-off meeting, which included the project overview/vision, project management plan, and opportunities and challenges mapping/key stakeholders brainstorming exercise. She introduced Design Workshop Project Manager Emily Risinger and Binkley & Barfield Engineering Vice-President Brian Rice. She noted the roles of additional team members, including Design Workshop's Steven Spears and Kelan Smith, as well as Black & Vernoooy architect Sinclair Black.

Discussion addressed:

- Input on specific wording of the vision statement
- Parameters of the study area and associated natural boundaries
- Possible expansion of the current study area
- Inclusion of other areas (such as the area north of Cypress Creek and the Junction at Ranch Road 12 and FM 32) as future master planning phase(s)
- Lack of pedestrian-friendly infrastructure and safety issues relating to traffic flow and lack of sidewalks/crosswalks
- Possible addition of an option to the current contract with Design Workshop for a second master planning phase for the area north of Cypress Creek
- Key critical success factors/project goals such as public outreach to engage new and under-represented voices in the process; building of common ground and civic pride; and identification of places, characteristics and customs that make Wimberley unique
- Accessibility, streetscape, and other growth-associated enhancements
- Integrating with existing City initiatives, such as overlay district requirements and development of a central Wimberley wastewater system
- Implementation strategies that encourage public and private redevelopment and ongoing stakeholder engagement
- Creation of a flexible master plan that allows for community response to changing conditions and opportunities

Due to unexpected health issues, Mayor Flocke left the meeting at this time and Mayor Pro-tem White assumed duties as presiding officer. Mayor Pro-tem White called for a brief recess at 6:35 p.m.

Mayor Pro-tem White reconvened the meeting at 6:40 p.m. and discussion continued on the following topics:

- Assessment of Square conditions during busy nights/weekends to study mobility issues such as lighting/sidewalks/crosswalks/parking, and general lack of amenities for tourists
- Deliverables to include project plans, programs, and policy recommendations to facilitate the plan's vision and implementation
- Timeframe for planning process, specific events, and project phasing
- Baseline assessments, including regulatory framework within the study area
- Market assessment of current/long-term land uses
- Assessment of study area's physical infrastructure
- Financial conditions and funding options/recommendations
- Conclusion of analysis phase of project with a three-day charrette scheduled in order to engage stakeholders in the planning process
- Timeframe for drafting and approval of the master plan document

Rebecca Leonard and Emily Risinger presented Council and Commission members with a map of the study area and instructions for an "Opportunities and Challenges"

mapping exercise to facilitate brainstorming on specific opportunities and challenges, such as desired or unwanted types of land uses and safety improvements.

At the conclusion of the exercise, Ms. Leonard provided details on charrette events, and requested input on possible dates for the three-day charrette. Discussion addressed possible venues for the charrette, distribution of surveys, public input, identification of potential stakeholders, and specific charrette dates, with the second week of June favored as the most effective time period for the three-day meeting process.

Ms. Leonard reviewed the project's final deliverables, including alternatives and recommendations for final Council approval. City Administrator Ferguson advised that the Council and Commission will next meet at the charrette to be held in June.

4. Staff and Commission Reports

- Announcements
- Future Agenda Items

There were no announcements or requests for future agenda items.

After Agenda Item 3, Mayor Pro-tem White called the joint meeting adjourned.

Adjourn at 7:29 p.m.

Recorded by:


Cara McPartland

These minutes approved the 10th of April, 2014.



APPROVED:


Tom Haley, Chair