1. Call to Order 7:00 p.m.

2. Swearing in of the new Planning and Zoning Commissioners.

   Mayor Hill did a ceremonial swearing in of the new Commissioners (Mahan, May and Sponseller)

   Vice Chair Hines requested a five-minute recess at 7:04

   Vice Chair Hines reconvene the Planning and Zoning Meeting at 7:10.

3. Election of Chairman

   Motion made by Commissioner Cosgrove to nominate Vice Chair Hines as Chair, seconded by Commissioner Ross.

   Vote 3 - 3 (Cosgrove, Hines and Ross) (Mahan, May and Sponseller) Motion Failed.

   Motion made by Commissioner Mahan to nominate Commissioner May as Chair, seconded by Commissioner Sponseller.

   Vote 3-3 (Mahan, May and Sponseller) (Cosgrove, Hines and Ross) Motion Failed

   Motion made by Commissioner Sponseller to nominate Commissioner Mahan as Chair, seconded by Commissioner May.

   Vote 3-3 (Mahan, May and Sponseller) (Cosgrove, Hines and Ross) Motion Failed

   Motion made by Vice Chair Hines to nominate Commissioner Cosgrove as Chair, seconded by Commissioner Ross

   Vote 3 - 3 (Cosgrove, Hines and Ross) (Mahan, May and Sponseller) Motion Failed

   Motion made by Commissioner Mahan to nominate Commissioner Ross as Chair, seconded by Vice Chair Hines.

   Vote 4 to 2 (Mahan, Cosgrove, Hines, Ross) (May, Sponseller) Motion Passed.
4. **Election of Vice Chairman**
   Motion made by Commissioner Cosgrove to nominate Vice Chair Hines as Vice Chair, seconded by Chair Ross.

   Vote 3 - 3 (Cosgrove, Hines and Ross) (Mahan, Sponseller and May) Motion Failed.

Motion made by Commissioner Mahan to nominate Commissioner May as Vice Chair, seconded by Commissioner Sponseller.

Vote 3-3 (Manhan, Sponseller and May) (Cosgrove, Hines and Ross) Motion Failed.

Motion made by Vice Chair Hines to nominate Commissioner Cosgrove as Vice Chair, seconded by Chair Ross.

Vote 3 - 3 (Cosgrove, Hines and Ross) (Mahan, Sponseller and May) Motion Failed.

Motion made by Commissioner Sponseller to nominate Commissioner May as Vice Chair, seconded by Commissioner Mahan.

Vote 3-3 (Manhan, S sponseller and May) (Cosgrove, Hines and Ross) Motion Failed.

Motion made by Commissioner Mahan to nominate Commissioner May as Vice Chair, seconded by Commissioner Sponseller.

Vote 3-3 (Manhan, Sponseller and May) (Cosgrove, Hines and Ross) Motion Failed.

Motion made by Commissioner Mahan to nominate Commissioner Sponseller as Vice Chair, seconded by Commissioner May.

Vote 3-3 (Manhan, Sponseller and May) (Cosgrove, Hines and Ross) Motion Failed

Motion made by Vice Chair Hines to table elections until the next meeting, seconded by Commissioner Mahan.

Vote 6-0

5. **Election of Secretary**
   Vice Chair Hines motion to reappoint Ellen Coufal for Secretary, seconded by Commissioner Mahan.

   Vote 6 to 0

6. **Roll Call.**
   Present: Donnie Mahan, Commissioner; John Cosgrove, Commissioner; Ron May, Commissioner; Annette Sponseller, Commissioner; Marshall Hines, Vice Chair; Becki Ross, Chair
   Absent: Travis Crosby, Commissioner

7. **Director’s report to the Planning & Zoning Commission on actions taken by the City Council at the November 7, 2019 meeting.**
   Robin Griffin, Planning Director reported on actions taken by the City Council at the November 7, 2019 meeting.

8. **Review of meeting protocol.**
9. Citizen Comments: Three (3) minutes allowed per speaker.
   No one wished to speak.

CONSENT AGENDA: ACTION

10. Approval of Subdivision Case 18-SFP-012 regarding Leander Heights Section One, Lot 23, Blk A Replat on one (1) parcel of land approximately 14.67 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R036237; generally located to the northwest of the intersection of Sonny Drive and US 183 S, Leander, Williamson County, Texas.

11. Approval of Subdivision Case 18-FP-025 regarding Deerbrooke Phase 2, Section 4 Final Plat one (1) parcel of land approximately 30.14 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R031695; generally located to the northeast of the intersection of Sage Ranch Road and Deering Creek Drive, Leander, Williamson County, Texas.

12. Approval of Minutes.

   Vice Chair Hines motion to approve the Consent Agenda, seconded by Commissioner Cosgrove.

   Vote 6-0

PUBLIC HEARING: ACTION

13. Conduct a Public Hearing regarding Zoning Case 19-Z-020 to amend the current zoning of Interim SFS-2-B (Single-Family Suburban) to LC-2-A (Local Commercial) on one (1) parcel of land approximately 1.19113 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R035918; and legally described as part of Lot 2, High Gabriel East 3 Subdivision; commonly known as 602 Riva Ridge Drive, Leander, Williamson County, Texas.

   Discuss and consider action on amending the current zoning Interim SFS-2-B (Single-Family Suburban) to LC-2-A (Local Commercial); on one (1) parcel of land approximately 1.19113 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R035918; and legally described as part of Lot 2, High Gabriel East 3 Subdivision; commonly known as 602 Riva Ridge Drive, Leander, Williamson County, Texas.

   Motion made by Vice Chair Marshall Hines, seconded by Commissioner John Cosgrove to approve the zoning request of LC-2-A (Local Commercial)

   Vote: 6 - 0

14. Conduct a Public Hearing regarding Zoning Case 18-Z-029 to amend the current zoning of GC-3-C (General Commercial) to PUD (Planned Unit Development) with the base zoning district of HC-5-A (Heavy Commercial) on one (1) parcel of land approximately 1.804 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R548156; and legally described as Lot 1B, Block A, Integrated Metal Products Subdivision, Leander, Williamson County, Texas.

   Discuss and consider action on amending the current zoning of GC-3-C (General Commercial) to PUD (Planned Unit Development) with the base zoning district of HC-5-A (Heavy Commercial) on one (1) parcel of land approximately 1.804 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R548156; and legally described as Lot 1B, Block A, Integrated Metal Products Subdivision, Leander, Williamson County, Texas.
Motion made by Vice Chair Marshall Hines, seconded by Commissioner Donnie Mahan to approve the Leander Towing PUD (Planned Unit Development) with the following conditions:

1. Relocate the masonry wall requirement from the northern property line so that the view is screened from Bagdad.
2. Evenly disperse the plants along the southern property line between the screening fence and the cemetery.

**Vote: 6 - 0**

15. Conduct a Public Hearing regarding Zoning Case 19-Z-019 to amend the current zoning of LC-1-C (Local Commercial) to LC-2-B (Local Commercial) on one (1) parcel of land approximately 2.10 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R526322; and legally described as Lot 4, Block A, Crystal Springs Section 1, Leander, Williamson County, Texas.

   - Discuss and consider action on amending the current zoning of LC-1-C (Local Commercial) to LC-2-B (Local Commercial) on one (1) parcel of land approximately 2.10 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R526322; and legally described as Lot 4, Block A, Crystal Springs Section 1, Leander, Williamson County, Texas.

Motion made by Vice Chair Marshall Hines, seconded by Commissioner Ron May to approve the zoning request of LC-2-B.

**Vote: 6 - 0**

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**REGULAR AGENDA**

16. Discuss and consider action on Subdivision Case 18-PP-022 to approve the Bar W Ranch West Phase 3 Preliminary Plat on one (1) parcel of land approximately 40.934 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R542844; generally located southwest of the intersection of Ronald W. Reagan Blvd and Bar W Ranch Blvd, Leander, Williamson County, Texas.

Motion made by Commissioner John Cosgrove, seconded by Commissioner Ron May to approve the preliminary plat and removal of a Heritage Tree.

**Vote: 4 - 2**

- **NAY:** Vice Chair Marshall Hines
  - Chair Becki Ross

17. Discuss and consider action on Subdivision Case 19-PP-012 to approve the Hero Way Business Center Preliminary Plat on two (2) parcels of land approximately 15.6 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R512383 and R032149; generally located southwest of the intersection of Hero Way West and North Bagdad Road, Leander, Williamson County, Texas.

David Dinoff spoke against
No one spoke for

Motion made by Vice Chair Marshall Hines, seconded by Commissioner Donnie Mahan to approve the preliminary plat and removal of a Heritage Tree.

The Commission also requests that Council discusses the street alignment.
Vote: 6 - 0

18. Adjournment at 8:00 p.m.

APPROVED:

________________________________________
CHAIR ROSS

ATTEST:

_____________________________________
ELLEN COUFAL
PLANNING & ZONING COMMISSION SECRETARY