



Planning & Zoning Commission Regular Meeting Agenda
Tuesday, October 8, 2024 6:30 PM
Kyle City Hall, 100 W. Center Street, Kyle, TX 78640

I. Call Meeting to Order and Roll Call

II. Annual Meeting, Nomination(s) Election(s)

1. Consider nominations for annual elections for Chair, Vice Chair, assigning secretary duties, and adoption of regular meeting calendar.
(Item Presenter: Will Atkinson, Director of Planning)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Calendar](#)

III. Introduction of New and Reappointed Members

2. Welcome and introduction of new and reappointed Planning and Zoning Commission members.
 - Jake Webb, Seat 2
 - Jacob Houk, Seat 6
 - Neil Stegall, Seat 4(Item Presenter: Will Atkinson, Director of Planning)
[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

III. Approval of Minutes

3. Consider approval of the Planning and Zoning Commission September 24, 2024 Regular Meeting Minutes.
(Item Presenter: Debbie Guerra, Project Development Coordinator)
[Exhibit 1 - September 24, 2024 Draft Regular Minutes](#)

IV. Citizen Comment Period with Planning & Zoning Commission

Citizen Comment Period. The Planning and Zoning Commission welcomes comments from Citizens early in the agenda of regular meetings. Speakers are provided with an opportunity to speak during this time period on any agenda item or any other matter concerning city business, and they must observe the three-minute time limit.

VI. Staff Reports and Presentations

4. Recognition of Mario Mata Jr, seat 2, for his years of service from 9/2022 to 9/2024 on the Planning and Zoning Commission.
(Item Presenter: Will Atkinson, Director of Planning)
5. Receive a report regarding Project Sahara/The Grove.
(Item Presenter: Melissa McCollum, Chief Development Officer)

[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

V. Consent Agenda

6. Consider approval of a plat for Crosswinds Subdivision Phase 3B Replat of Lots 51-68, Block HH and Lots 10-18, Block LL (SUB-24-0334) located off Crosswinds Parkway.

(Item Presenter: Jason Lutz, Planning Manager)

[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)
[Exhibit 3 - Replat and 1445 Hays County Letter](#)
[Exhibit 4 - Landowner Authorization Form](#)
[Exhibit 5 - Deed](#)
[Exhibit 6 - Franchise Tax Account Status](#)

VII. Consider and Possible Action

7. Consider approval of a variance allowing for a reduction of the minimum parking requirements as required in Sec. 53-33(n) from 43 required to 35 proposed for a property located at 1600 Bunton Creek Road in Hays County, Texas. (BOA-24-0017)

(Item Presenter: Kaela Sharp, Senior Planner)

[Exhibit 1 - Staff Memo](#)
[Exhibit 2 - Presentation](#)

VIII. Adjourn

One or more members of the board may participate in the meeting by videoconference pursuant to Section 551.127, Texas Government Code, provided that a quorum of the board will be present at Kyle City Hall.

NOTE: There may be a quorum of the City Council of Kyle, Texas present at the meeting who may participate in the discussion. No official action will be taken by the City Council members in attendance.

Posted this 4th day of October, 2024, prior to 5:00 p.m.

At any time during the Planning and Zoning Commission meeting, the Planning and Zoning Commission may elect to go into an Executive Session to discuss any item on the agenda for which state law authorizes an Executive Session to be held. If the Planning and Zoning Commission elects to go into an Executive Session regarding an agenda item, the presiding officer will first announce the section of the law authorizing a closed meeting. The description of an item in Executive Sessions constitutes the written interpretation by the City Attorney of Chapter 551 of the Texas Government Code and the legal opinion of the City Attorney that said item may be discussed in a closed meeting.

Under the Americans with Disabilities Act, an individual with a disability must have equal opportunity for effective communication and participation in public meetings. Kyle City Hall is wheelchair accessible. Individuals who require auxiliary aids, interpretive services, and/or other services for this meeting should submit a request at <https://www.cityofkyle.com/contact> or call (512) 262-1010, 48 hours in advance of the

meeting.