



**SMALL AREA PLANNING JOINT COMMITTEE
PLANNING COMMISSION/ZAP
REGULAR MEETING MINUTES
MONDAY, OCTOBER 5, 2015**

The Small Area Planning Joint Committee convened in a regular meeting on Monday, October 5, 2015 at 505 Barton Springs Road, in Austin, Texas.

Board Members in Attendance:

Jolene Kiolbassa - ZAP

Gabriel Rojas - ZAP

James Shieh- Planning Commission

Jean Stevens – Planning Commission

Trinity White- Planning Commission

Susan Harris- ZAP- absent

Jeffrey Thompson – Planning Commission- absent

Being a newly formed committee, no chair had yet been appointed. Mark Walters, Principal Planner, Planning and Zoning department, and staff liaison for this committee, called the meeting to order at 6:07 P.M.

A. CITIZEN COMMUNICATION: GENERAL

There were no sign ups for general citizen communication.

B. PUBLIC HEARINGS

None

C. NEW BUSINESS

- a. Adoption of bylaws — Discussion of adoption of bylaws for the Small Area Planning Joint Committee** - A draft of the proposed bylaws was presented and reviewed, with the following discussion:

Meetings will be held monthly on either the 1st or 2nd Wednesdays. Survey will be submitted for the final choice of days, with the next meeting being held on the 1st Wednesday of November.

Committee will address further down the road whether any subcommittees will be formed.

Jean Stevens moved to adopt the bylaws as discussed at this meeting, with a second by Gabriel Rojas and was approved on a vote of 5-0. Board members Susan Harris and Jeffrey Thompson were absent.

- b. Establishing a standing meeting date and time** — Meetings will be held monthly on either the 1st or 2nd Wednesdays. Survey will be submitted for the final choice of days, with the next meeting being held on the 1st Wednesday of November. This was approved in a motion in the preceding agenda item.

- c. Election of a chair and vice-chair** — Jolene Kiolbassa moved to appoint Jean Stevens as chair, with a second by Gabriel Rojas and was approved on a vote of 5-0. Board members Susan Harris and Jeffrey Thompson were absent. James Sheih moved to appoint Gabriel Rojas as vice-chair, with a second by Trinity White and was approved on a vote of 5-0. Board members Susan Harris and Jeffrey Thompson were absent. Jean Stevens took over as chair at this time.

- d. Status of Remaining agenda items from the Planning Commission's Neighborhood Plan Committee — Discussion of how to resolve the status of agenda items remaining from the Planning Commission's Neighborhood Plan Committee**

Mark Walters was asked to talk with Francis Reilly, former staff liaison of the Neighborhood Plan subcommittee, and bring back any outstanding South Austin Combined Neighborhood Plan issues, as well as the status on any remaining committee items.

- e. Development and land use issues along the East Cesar Chavez Street corridor — Discussion of community members' request to restrict certain land uses along the East Cesar Chavez street corridor from I-35 to US 183 and to initiate a small area planning process to address development-related issue and associated community concerns-** meetings with neighborhood representatives and COA legal department will be scheduled to explore options discussed at this meeting. Neighborhood representative meeting will be on the agenda for November, with legal being scheduled for December, January at the latest.

D. STAFF BRIEFINGS

- a. **Briefing on staff efforts to create a process to select future planning areas-** Mark Walters presented.

E. FUTURE AGENDA ITEMS

Brad Parsons, ANC Sector 1 representative asked to speak at this time. He requested future discussion on issues related to the video recording of meetings, the purpose of the committee and the inappropriateness of the committee hearing zoning cases.

Development and land use issues along the East Cesar Chavez Street corridor- with neighborhood representatives

Development and land use issues along the East Cesar Chavez Street corridor- with COA legal department

Discussion of how to resolve the status of agenda items remaining from the former Waterfront Advisory Board

Discussion of how to resolve the status of agenda items remaining from the Planning Commission's Neighborhood Plan Committee

Chair Jean Stevens adjourned the meeting at 8:30 P.M. without objection.