



**SMALL AREA PLANNING JOINT COMMITTEE  
PLANNING COMMISSION/ZAP  
REGULAR MEETING MINUTES  
WEDNESDAY, NOVEMBER 4, 2015**

The Small Area Planning Joint Committee convened in a regular meeting on Wednesday, November 4, 2015 at 505 Barton Springs Road, in Austin, Texas.

**Board Members in Attendance:**

Jolene Kiolbassa - ZAP

Gabriel Rojas - ZAP

James Shieh- Planning Commission- absent

Jean Stevens – Planning Commission

Trinity White- Planning Commission

Susan Harris- ZAP

Jeffrey Thompson – Planning Commission

**Staff in Attendance:**

Mark Walters- PAZ

Stevie Greathouse - PAZ

Carol Haywood - PAZ

George Zapalac - PAZ

Donna Arwood- PAZ

Chair Jean Stevens called the meeting to order at 6:48 P.M.

## **A. CITIZEN COMMUNICATION: GENERAL**

There were no sign ups for general citizen communication.

## **B. APPROVAL OF MINUTES**

- a. Approval of minutes from the October 5, 2015 meeting-** The motion to approve the minutes from the October 5, 2015 regular meeting was made by Commissioner White, seconded by Commissioner Harris and approved on a vote of 5-0. Commissioner Kiolbassa was not present during the vote. Commissioner Shieh was absent.

Staff briefings were moved to the head of the agenda for this meeting.

## **STAFF BRIEFINGS**

- a. Briefing on the results of stakeholder involvement related to Neighborhood Plan Contact Teams, and discussion of an approach to amend the Land Development Code to improve regulation of Contact Teams. (Discussion and/or Possible Action)**

Stevie Greathouse, Principal Planner, Planning and Zoning department, was present for the briefing.

Citizen comment included:

- Contact team support
- Conflicts of interest
- Meeting participation
- Use of the words 'dispute resolution' rather than 'grievance'
- Contact team and staff accountability
- Zoning change notifications
- Recognizing strong neighborhood associations

Discussion on this item will continue at the December regular meeting.

## **C. OLD BUSINESS**

- a. Status of Remaining agenda items from the Planning Commission's Neighborhood Plan Committee — Discussion of how to resolve the status of any agenda items remaining from the Planning Commission's Neighborhood Plan Committee (Discussion and/or Possible Action)**

Commissioner Stevens gave background on the committee.

Mark Walters was directed to get Francis Reilly on a future agenda, hopefully no later than January, to update on South Austin Combined Neighborhood Plan and to add discussion on infill options to the next agenda.

**b. Status of Remaining agenda items from the Waterfront Advisory Board — Discussion of how to resolve the status of any agenda items remaining from the former Waterfront Advisory Board (Discussion and/or Possible Action)**

Brook Bailly, past chair of the board, was present.

Mark Walters will research roles/responsibilities of this committee in relation to the advisory board.

**c. 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 (Discussion and/or Possible Action)**

Citizen comment included:

- moratoriums
- overlays
- impact of under enrolled schools
- families moving out of neighborhood
- parking issues
- loss of local businesses
- business hours of operation
- zoning change notifications

This item will be continued to the regular meeting in December.

**D. NEW BUSINESS**

None

There was discussion regarding alternating the monthly meeting dates between the first and second Wednesdays of the month. This item will be placed on the December agenda for further discussion.

**Chair Jean Stevens adjourned the meeting at 10:00 P.M. without objection.**

