



**SMALL AREA PLANNING JOINT COMMITTEE  
PLANNING COMMISSION/ZAP  
REGULAR MEETING MINUTES**

The Small Area Planning Joint Committee convened in a regular meeting on April 6, 2016, at 505 Barton Springs Road, Room 325, in Austin, Texas.

**Board Members in Attendance:**

Jolene Kiolbassa - ZAP  
Gabriel Rojas – ZAP - absent  
James Shieh- Planning Commission  
Vacancy – Planning Commission  
Trinity White- Planning Commission  
Susan Harris- ZAP  
Jeffrey Thompson – Planning Commission

Chair Shieh called the meeting to order at 6:38 P.M.

**Staff Present:**

Mark Walters  
Maureen Meredith  
Alan Holt  
Donna Arwood

**1. CITIZEN COMMUNICATION: GENERAL**

None.

**2. APPROVAL OF MINUTES**

- a. Approval of minutes from the March 9th, 2016 meeting – Commissioner White moved to approve the March 9 regular meeting minutes, with a second by Commissioner Kiolbassa, on a vote of 4-0. Commissioner Harris was not on the dais. Commissioner Rojas was absent. One vacancy.

**4. NEW BUSINESS**

- a. **Development Issues in the Ebony Acres Neighborhood — The Committee will discuss development-related issues occurring in the Ebony Acres neighborhood. (Discussion and/or Possible Action) –**

This item was moved to first item of the agenda, per Chair Shieh's request.

Pinaki Gahash presented.

Public comment:

- why do we have to lose our neighborhood for a driveway?
- loss of trees
- run-off increase
- traffic increase
- Just because something is allowed doesn't mean that it's in the right place
- Flooding issues
- Loss of existing housing
- Property tax increase for existing residents

- b. **Discussion on the Neighborhood Plan Amendment Process — Staff will outline the steps and requirements associated with amending an adopted neighborhood plan. (Discussion and/or Possible Action)**

\*This item was moved to second item of the agenda, per Chair Shieh's request.

Maureen Meredith and Mark Walters presented.

A motion to write a letter to Planning Commission/staff summing up the discussion at this meeting was made by Commissioner White, seconded by Commissioner Harris, on a vote of 5-0. Commissioner Rojas was absent. One vacancy.

### 3. **OLD BUSINESS**

- c. **Update on the South Central Waterfront Initiative — Staff will update the Committee on the ongoing planning process and work products for the South Central Waterfront Initiative. This is an update to a presentation given to the committee in February 2016 (Discussion and/or Possible Action)**

Alan Holt presented.

Commissioner Shieh moved to extend the meeting past 10:00 P.M., with a second by Commissioner White, on a vote of 5-0. Commissioner Rojas was absent. One vacancy.

- a. **Adopt the 2016 Meeting Schedule for the Small Area Planning Joint Committee. (Discussion and/or Possible Action)**

Commissioner Kiolbassa moved to approve the meeting schedule of alternate first and second Wednesdays, with a second by Commissioner White, on a vote of 5-0. Commissioner Rojas was absent. One vacancy.

**b. Amend Section of the Small Area Planning Joint Committee's Draft Bylaws Relating to the Establishment of Sub-Committees. —(Discussion and/or Possible Action)**

Commissioner Kiolbassa moved that no sub-committees will be established, with a second by Commissioner White, on a vote of 5-0. Commissioner Rojas was absent. One vacancy.

**d. Developing a strategic work plan for the Small Area Planning Joint Committee — The Committee will work on developing a strategic work plan and discuss issues related to its regulatory purview. This item is continued from the Committee's March 2016 meeting. (Discussion and/or Possible Action)**

This item will be discussed at a future meeting.

**e. Selecting Future Planning Areas — Staff will update the Committee on the process of selecting future small area planning areas. This is an update to a staff briefing from the Committee's December 2015 meeting. (Discussion and/or Possible Action)**

This item will be discussed at a future meeting.

**4. NEW BUSINESS**

**f. The *PlanIT Austin* Small Area Planning Process — The Committee will review the revised small area planning process being branded as PlanIt Austin. (Discussion and/or Possible Action)**

This item will be discussed at a future meeting.

**5. PUBLIC HEARINGS**

- a. None

**6. STAFF BRIEFINGS**

- a. None

**7. FUTURE AGENDA ITEMS**

Developing a strategic work plan for the Small Area Planning Joint Committee

Selecting Future Planning Areas

The *PlanIT Austin* Small Area Planning Process

**The meeting adjourned at 10:23 P.M., without objection.**