

Item 1

## Mobile Food Establishments AMENDMENT APPLICATION

February 2019  
(enter year)

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2/21/19

The purpose of this application is for the below named Neighborhood Association or Neighborhood Plan Contact Team to recommend to the Austin City Council that additional regulations be put in place to govern the hours of operation and location of mobile food establishments.

**1. Name of Neighborhood Association or Contact Team**

North Shoal Creek Neighborhood Plan Contact Team

Please Note: A Neighborhood Association or Neighborhood Plan Contact Team must be registered with the City of Austin Public Information Office: <http://www.austintexas.gov/cr>

**2. Location:** Describe the general boundary covered by the neighborhood association or neighborhood planning area boundary. Also, please attach a thumbnail map of your planning area or neighborhood association boundaries.

North boundary: US 183  
South " : Anderson Lane  
East " : Burnet Road  
West " : Mo Pac

**3. Name of Neighborhood Association Officer/Office or Contact Team Chair:**

Contact Team Officer Sharon Justice, chair

**4. Mailing Address of Officer/Chair:**

8816 Little Laura Dr.  
Austin, Tx 78757

**5. Mailing Address of Association (if different):**

NSCNA / P.O. Box 66443 / Austin, TX 78766-0443

**6. Phone # of Officer or Chair (please include area code):**

CT Chair: 512-451-4688

**QUESTIONS:** The following questions refer to the official vote taken by the Neighborhood Association or Neighborhood Plan Contact Team as it relates to the Mobile Food Establishments Ordinance.

1. Was the vote taken in accordance with Association's or Contact Team's bylaws?

☒ Yes ☐ No

If No, please explain why and how the vote was taken:

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2. Provide the results of the vote:

For: 3 Against: 0 Abstain 2

Total # of eligible votes: 5

3. **Outreach and Notification of Meeting:** A contact team or neighborhood association is required to notify all persons in their neighborhood of the meeting to vote on action being taken on the Mobile Food Establishment Ordinance.

☒ Please provide a **HARD COPY** of the meeting notice

Below or on a separate page, please explain how and to whom the notice of the meeting, at which the vote was taken, was provided:

A meeting announcement with agenda attached was posted on these online sites on Feb. 6, 8 days prior to the CT meeting:  
1) NSCNA Facebook page; 2) NSCNA website at nscna.org;  
3) NSCNA Yahoo group; and 4) on Nextdoor North Shoal Creek.  
Reminders were posted 2 days prior to the meeting on Yahoo & Nextdoor. A verbal announcement of the meeting was made at the Jan. 8 NSCU membership meeting.

4. Are you aware of other Neighborhood Associations that have overlapping boundaries with the Neighborhood Association referred to on this application?

☐ Yes ☒ No

If yes, identify the overlapping Association

Have attempts been made to contact these Associations? ☐ Yes ☐ No NA

If yes, do other associations favor inclusion on the map? ☐ Yes ☐ No NA

## OFFICIAL CERTIFICATION OF APPLICATION

To be completed by a notary public:

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I, Sharon Justice, as an officer or representative of a registered City of Austin neighborhood association or neighborhood plan contact team, called North Shoal Creek Contact Team hereby certify that all the information provided in this application packet is correct and that I am an authorized officer of our neighborhood association or planning area contact team. Additionally, the vote taken on the **Mobile Food Establishments Ordinance** was conducted according to our contact team or neighborhood association bylaws.

On this, the 18<sup>th</sup> day of February 2019 Year before me a notary public, the undersigned officer, personally appeared Sharon Justice, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that they executed the same for the purposes therein contained.

In witness hereof, I hereunto set my hand and official seal.

Brad Grubb

Notary Public



Item 3

North Shoal Creek Contact Team General Meeting  
February 14, 2019 6:30 -8:00 pm  
First Texas Honda Conference Room

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*The meeting was conducted and called to order by Chair Sharon Justice at 6:40 pm. Also in attendance were Vice Chair Kenneth Webb, Michael Affuso, Amelia Cobb, Jon Menegay, Iva Whitman, Kevin Wier, Roger Wines, and Mary Jane Wier. Voting members were identified as Sharon Justice, Kenneth Webb, Michael Affuso, Amerlia Cobb, Jon Menegay, and Roger Wines.*

- Minutes of Nov. 8, 2018 meeting were approved as amended, with the Contact Team's mailing address being deleted from the heading.
- Updates/announcements: There was no update to the site plan application for 8526 Burnet Road, which is located in the Allandale neighborhood. Kevin Wier gave an update on 8526 Burnet Road. The project's developer -- C.J. Sackman -- is looking to work with neighboring property owners to gain joint access to an existing Burnet Road driveway. There was discussion as to the extent the Contact Team (CT) should provide assistance. It was agreed that the CT Chair would write to Councilmember Pool's office saying that the CT supports the project having access to Burnet Road and would like to be kept informed of what's happening in that regard.
- Jon Menegay reported that the MoPac/183 shared use path appears to be completed and that people are trying to use it despite the traffic lights not being operational. Jon volunteered to contact either the office in charge of the project or 311 to point out this potentially dangerous situation.
- Kevin Wier reported that stakeholders have begun working together to develop the proposed park along Shoal Creek between Steck and Anderson. This will be a private/public collaboration, and the Shoal Creek Conservancy is among the stakeholders. An organizational meeting is expected to be scheduled within the next 30 days. Kevin also described recently implemented changes to the City's small area planning programs.
- Discussion and votes were held on these three items:
  - 1) Motion: North Shoal Creek should continue to opt into the City's Front Yard Parking ordinance -- unanimous vote yes (6-0)
  - 2) Motion: North Shoal Creek should opt into the City's additional Mobile Food Vendor Restrictions -- 3 votes yes, 2 abstain. (Roger Wines had to leave for another appointment prior to this vote)

3) Motion: The North Shoal Creek Contact Team approves of the proposed street closures for the Austin Fox Trot 5K Run/Walk on Saturday, April 27 – unanimous vote yes (5-0)

- Chair Sharon Justice reported that the City's Local Area Traffic Management program had ended, and that two projects – speed cushions for Primrose and a roundabout at the Rockwood/Stillwood intersection – were no longer funded. She suggested that, since Primrose and Rockwood still need traffic calming, the CT make finding new funding the topic of the team's May meeting. Members agreed, and Jon Menegay suggested inviting NSCNA Traffic Chair Anna Hobbes to that meeting. His suggestion was approved.
- The meeting was adjourned at 8:00 pm

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Minutes recorded by Sharon Justice, Chair, NSC Neighborhood Plan Contact Team  
2/15/2019

## **The North Shoal Creek Neighborhood Plan Contact Team Bylaws**

### **Section 1— Definition**

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- A. The neighborhood plan contact team (NPCT) means the individuals designated to implement an adopted neighborhood plan. The neighborhood plan contact team is a separate body apart from any existing or future neighborhood associations.
  - B. This organization shall be known as the North Shoal Creek Neighborhood Plan Contact Team (North Shoal Creek NPCT).

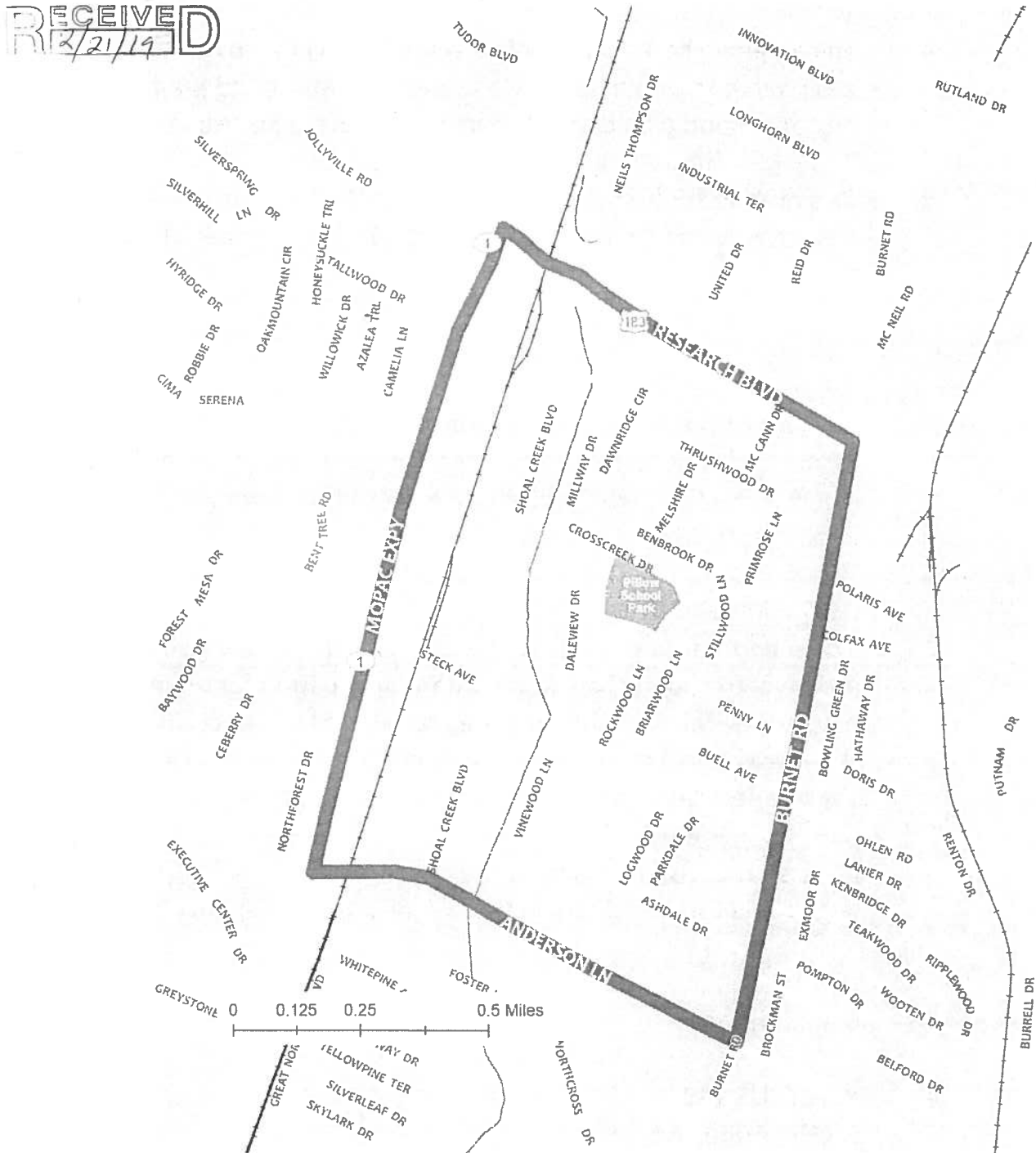
### **Section 2—Roles and Responsibilities**

- A. The role of the North Shoal Creek NPCT shall be to review and make recommendations on all proposed amendments to the adopted North Shoal Creek Neighborhood Plan and to support implementation of the plan.
- B. When appropriate the North Shoal Creek NPCT may decide to initiate a plan amendment.
- C. When appropriate the North Shoal Creek NPCT may give written approval to allow a plan amendment application for an individual property within the planning area to be filed out of cycle.
- D. The members of the NPCT serve as community points of contact on matters related to plan implementation and other City of Austin planning initiatives.
- E. It is also the responsibility of the North Shoal Creek NPCT to work on behalf of all stakeholders in the neighborhood planning area

### **Section 3—Boundaries**

- A. North: US 183  
South: Anderson Lane  
East: Burnet Road  
West: MoPac

North Shoal Creek Neighborhood Boundaries Map



North Shoal Creek Neighborhood Boundaries Map

Section 4—Membership of the North Shoal Creek NPCT

- A. Membership of the North Shoal Creek NPCT shall to the greatest extent practicable include at least one representative from each of the following groups within the neighborhood planning area
- 1) Property owners
  - 2) Residential renters
  - 3) Business owners
  - 4) Neighborhood organization members owning or renting property within the neighborhood plan area.
- B. No member shall purport to represent the North Shoal Creek NPCT unless authorized to do so by the Contact Team Chair.
- C. Each member of the North Shoal Creek NPCT shall be provided a copy of the adopted North Shoal Creek NPCT by-laws.

Section 5—Removal of Members from the North Shoal Creek NPCT.

- A. Any North Shoal Creek NPCT member who no longer meets the membership criteria of Section 4A shall be removed from the North Shoal Creek NPCT.
- B. An individual's voting membership on the North Shoal Creek NPCT shall lapse on the third successive absence unless there are extenuating circumstances that have been communicated to the North Shoal Creek NPCT President/Chair.
- C. The Secretary will make a notation in the minutes of each meeting of the names of the individuals whose voting membership will lapse at the next scheduled meeting. The Secretary shall communicate this information to the individual/s whose membership is at risk of lapsing within 30 days.

Section 6— Decision Making:

- A. Decision Making Method. Decisions of the North Shoal Creek NPCT will be made by a vote, according to the following rules:
- 1) Majority rule;

- 2) Any member who is present at the meeting and eligible to vote as described under Subsection 6.B, Eligibility, gets to vote; and
- 3) One vote per property owner regardless of the number of properties owned in the planning area.

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Eligibility to vote shall be granted to the following:

- 1) Any individual over 18 years of age who meets the criteria outlined above in Section 4.A, Membership, and who has attended one prior meeting of the North Shoal Creek Neighborhood Plan Contact Team in the last 12 months
- 2) Voting membership shall become effective at the beginning of the meeting and the names of new members shall be noted in the minutes.
- 3) To encourage attendance and discussion during meetings, proxy voting is not allowed.
- 4) Membership shall become effective immediately for those in attendance at the initial bylaws adoption and officer elections meeting held on September 25, 2018 so that initial business may be conducted.

- C. Quorum. A quorum is established when at least 50% of eligible decision-making members, as defined under Subsection 6.B., are present at the meeting at which the vote is taken.
- D. The names of eligible members participating in votes shall be noted in the minutes and their votes recorded as either yea or nay.

## Section 7—Meetings

- A. Meetings of the North Shoal Creek NPCT shall be open to the public. Community stakeholders are invited to participate in the discussion of the matters at hand, but only eligible members of the NPCT, as defined under Subsection 6.B, are allowed to participate in decision-making by voting.
- B. Meetings shall be held quarterly, in the following months: February, May, August, and November. Each meeting shall be held on the second Thursday of the month from 6:30 to 8:00 PM.

- C. Unless otherwise noted all meetings will be held at the First Texas Honda Conference Room, 3500 Steck Avenue.
- D. Meetings can be held on an as-needed basis when an application to amend the North Shoal Creek Neighborhood Plan has been submitted to the City of Austin.
- E. Special meetings of the North Shoal Creek NPCT may be called by an elected officer with the consent of at least one additional voting member.
- F. Officers of the North Shoal Creek NPCT shall be elected bi-annually during the last meeting of the calendar year.
- G. Approved minutes of meetings and sign-in sheets, as a record of attendance, must be kept for all meetings of the North Shoal Creek NPCT and shall be forwarded to the Planning and Zoning Department upon request.
- H. Meeting discussions will be conducted in a conversational format with special regard for a dialogue that is respectful and considerate of all members in attendance.
- I. Members may be allowed to participate in meetings remotely via teleconference, video conference, or online meeting technology. At the discretion of the majority of officers of the North Shoal Creek NPCT, discussions and voting may be conducted remotely via email or list-serve.

## Section 8—Meeting Notification

- A. At a minimum, meeting notification will be publicized through:
  - 1) Direct notification of all Contact Team members (including voting and non-voting) via email, phone, list-serve, or Contact Team website;
  - 2) The meeting schedule shall be described in the Community Registry entry for the Contact Team; and
  - 3) Meeting notification shall be provided to City staff for dissemination to the general public through a centralized Contact Team website, or other means.

- B. All meetings will also be publicized in the neighborhood using whatever reasonable means are available, for example: flyers, signs, newsletters, and/or neighborhood list-serves.
- Notices of regular meetings shall be distributed not less than seven days before the meeting date.
- D. The meeting notice will include a meeting agenda.
- E. Failure to receive a meeting notice does not invalidate the meeting. However, the provisions of this section must be complied with in good faith.

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### Section 9—Officers and Duties

- A. The officers of the North Shoal Creek NPCT shall be, at a minimum: Chair, Vice-Chair, and Secretary.
- B. Duties of the officers are as follows:
- 1) The Chair shall be responsible for the operation of the North Shoal Creek NPCT and its officers pursuant to these bylaws. This shall include conducting meetings, representing the team at official functions, appointing subcommittees, and generally overseeing the business of the North Shoal Creek NPCT. The Chair shall have the primary responsibility for coordinating with the City of Austin planners on Neighborhood Plan related issues.
  - 2) The Vice-Chair shall assist the Chair in preparing meeting agendas and conducting meetings and shall assume all duties of the Chair when required.
  - 3) The Secretary shall maintain all written records as required in Section 5C of these by-laws. The Secretary shall produce all written communications as directed by the Chair or the NPCT membership.
  - 4) The Secretary shall submit annually to the City of Austin Planning and Zoning Department a list of the current officers and members eligible to vote and the contact information.
  - 5) The Secretary shall annually submit to the City of Austin Planning and Zoning Department bylaws consistent with

the standardized template addressing roles and responsibilities, boundaries, membership, decision making, meetings, meeting notification, elections and duties of officers, finances, conflicts of interest and amendments to the bylaws.

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#### Section 10—Election and Term of Officers

- A. Officers will be elected by the North Shoal Creek NPCT using the decision making process described under Section 6. All candidates must be eligible members of the North Shoal Creek NPCT as defined under Subsection 6.B.
- B. Candidates must be listed in the agenda of the meeting at which the vote will occur. However, additional candidates can be nominated from the floor during the meeting at which the vote occurs.
  - 1) Officers elected during the initial bylaws adoption and officer election meeting (Section 6.B.4) shall take office upon adjournment of the meeting and serve two years ending December 31 of the second full calendar year.
  - 2) Officers elected during the bi-annual election (Section 7.F) shall take office January 1 of the following year.
- C. Officer terms shall be for two years not to exceed three consecutive terms. Officers who serve a partial year shall not have the partial year of service count toward their term limits.
- D. The Secretary will notify the Planning and Zoning Department in writing of the names of the newly elected officers, their contact information, and the date they are due to take office.

#### Section 11—Removal and Vacancies of Officers

- A. Any elected officer may be recommended for removal from office for not fulfilling their duties as per Section 9. Removal shall be considered by the North Shoal Creek NPCT and shall require a two-thirds vote of members eligible to vote and present at a meeting of the North Shoal Creek NPCT, providing that a resolution proposing

the consideration of the removal has been adopted at a preceding meeting and that notice of the vote for removal has been included in the call to the meeting at which the vote shall take place.

- B. Should vacancies occur outside the normal election process, candidates for the unfilled term shall be nominated from the floor and elected at the next scheduled meeting following the vacancy. The person elected to the vacated office will serve for the remainder of the term.

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#### Section 12—Committees

- A. The North Shoal Creek NPCT Chair may appoint project-based or standing committees to help conduct the business of the North Shoal Creek NPCT.
- B. Committees shall report to the North Shoal Creek NPCT and these reports shall be entered into the minutes or meeting summaries.
- C. Committees can be standing or ad-hoc in nature.

#### Section 13—Finances

- A. The North Shoal Creek NPCT may not collect or charge dues of its membership.
- B. The North Shoal Creek NPCT may only accept in-kind donations that aid in the prescribed roles and responsibilities of the North Shoal Creek NPCT as defined in Section 2.
- C. In-kind donations that create a conflict of interest (see Section 14) are not permitted.

Section 14—Conflict of Interest

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- A. If a member of the North Shoal Creek NPCT has an interest in a development that requires a plan amendment, the member must follow these rules:
- 1) If a member has a substantial interest (see 14B. below) in a project, the member cannot participate in any decision concerning the project, including the decision of the North Shoal Creek NPCT to recommend an application for a plan amendment or the decision to support or not support the project.
  - 2) If a member has a substantial interest in a proposed project, the member must disclose this interest at the time a plan amendment application is discussed and at the time the recommendation letter for the project is submitted to the Director of the Planning and Zoning Department.
  - 3) A member with a substantial interest in a project may participate in the discussion regarding the proposed amendment. However, participating in the decision regarding that change is not allowed.
- B. Substantial interest means any of the following:
- 1) A person owns at least a part of or is invested in the property, or the business developing the property.
  - 2) A person has worked for someone involved in the project over the past year.
  - 3) A person has a business that would directly benefit from the project.
  - 4) A person serves on the board of directors, corporate officer, or any other board overseeing the project.
  - 5) A person owes money to anyone involved in the project.

Section 15—Amendments

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- A. These bylaws may be amended by a two-thirds majority vote of all members eligible to vote as per Section 6 B and present at a North Shoal Creek NPCT meeting, providing that a resolution proposing the amendment has been adopted at a preceding regular meeting and that notice of the proposed amendment has been given in the call for the meeting at which the amendment shall be voted upon.

Section 16—Effective Date

- A. These bylaws of the North Shoal Creek NPCT neighborhood plan contact team shall become effective on September 25, 2018.

Item 5

Posted on North Shoal Creek Neighborhood Association Facebook page on Feb. 6, 2019:



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North Shoal Creek

Published by Sharon Justice · February 6 at 10:47 AM ·

REMINDER: The North Shoal Creek Neighborhood Plan Contact Team's first quarterly meeting of 2019 is Thursday, February 14, from 6:30 to 7:55 p.m. in the First Texas Honda Conference Room\*. The agenda for the meeting is posted below.

\* (Please enter the dealership via the Steck entrance and park in the visitors' parking lot to your left, nearest the big United States flag. If you enter through the main entrance, the conference room is down the corridor to your left. If you enter through the door on the west side of the building, the conference room is down the corridor, just before you reach the show room.)

All Contact Team meetings are open to the public.

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- Property owner
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To be a voting member, you must be over 18 years of age; meet the membership requirement listed above; and have attended one prior meeting of the North Shoal Creek Neighborhood Plan Contact Team in the last 12 months.

For more information on the NSCNPCT, please email [nscontactteam@gmail.com](mailto:nscontactteam@gmail.com)

**North Shoal Creek Neighborhood Plan Contact Team  
First Quarterly Meeting February 14, 2019 6:30-7:55 p.m.  
First Texas Honda Conference Room**

**AGENDA**

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**2/21/19**
1. 6:30 – Call to order, quorum check, acknowledgement of voting members (10 min.)
  2. 6:40 – Approval of previous minutes (10 min.)
  3. 6:50 – Updates/Announcements (10 min.)
    - a. 5526 Burnet Rd.: Site plan application SP-2018-0491 Folder # 2018-113545 SP
    - b. 2711 W. Andersen Lane: Site plan application SP-2018-0491 (Allandale)
  4. 7:00 – New business (45 min.)
    - a. Discussion and vote on opt-out option: Front Yard Parking (15 min.)
    - b. Discussion and vote on opt-in option: Mobile Food Vendor Restrictions (15 min.)
    - c. Discussion and vote on Proposed Street Closures for the Austin Fox Trot 5K Run/Walk Sat. April 27 (15 min.)
  5. 7:45 – Other business (10 min.)
  6. 7:55 – Adjournment

**65**

People Reached

**4**

Engagements

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**Posted on nscna.org on Wed., Feb. 6, 2019:**

# **NSC CONTACT TEAM MEETING THURSDAY, FEBRUARY 14, 6:30-7:55 PM, FIRST TEXAS HONDA CONFERENCE ROOM**

February 6, 2019 Media Committee

The North Shoal Creek Neighborhood Plan Contact Team's first quarterly meeting of 2019 is Thursday, February 14, from 6:30 to 7:55 p.m. in the First Texas Honda Conference Room\*. The agenda for the meeting is posted below.

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Local Events, Local Interest, Neighborhood and City Topics, Uncategorized

POSTED ON NSCNA's Yahoo Group on Wed., Feb. 6, 2019

## **5281Contact Team Meeting Feb. 14, 6:30-7:55 pm, First Texas Honda Conf. Room**

*Expand Messages*

- ssjustice2001

Feb 6 8:58 AM



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Reminder posted February 12, 2019  
ssjustice2001  
Feb 12 2:01 PM

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For more information on the NSCNPCT, please email [nscontactteam@gmail.com](mailto:nscontactteam@gmail.com)

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Posted in General on Nextdoor North Shoal Creek on Feb. 6



Sharon Justice  
, North Shoal Creek6

North Shoal Creek Contact Team Meeting

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  - b. 2711 W. Anderson Lane Site plan application SP-2018-0491 (Handike)
4. 7:00 New business (45 min.)
  - a. Discussion and vote on opt-out options: Front Yard Parking (15 min.)
  - b. Discussion and vote on opt-in options: Mobile-based Camera Restrictions (15 min.)
  - c. Discussion and vote on Proposed Street Closures for the Austin Livestock Show and Rodeo, April 27 (15 min.)
5. 7:45 Other business (10 min.)
6. 7:55 Adjournment

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6 Feb · North Shoal Creek in General  
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- REMINDER POSTED ON NEXTDOOR NORTH SHOAL CREEK ON FEB. 12, 2019
- North Shoal Creek
- Map

## Neighborhood

- Recommendations
- For Sale & Free
- Events
- Real Estate
- Crime & Safety
- Lost & Found
- Documents
- General

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Sharon Justice  
, North Shoal Creek6

### Reminder: NSC Contact Team Meeting Thurs., Feb. 14

NSC CONTACT TEAM MEETING THURSDAY, FEBRUARY 14, 6:30-7:55 PM, FIRST TEXAS HONDA CONFERENCE ROOM February 6, 2019 Media Committee The North Shoal Creek Neighborhood Plan Contact Team's first quarterly meeting of 2019 is Thursday, February 14, from 6:30 to 7:55 p.m. in the First Texas Honda Conference Room\*. The agenda for the meeting is posted below. \* (Please enter the dealership via the Steck entrance and park in the visitors' parking lot to your left, nearest the big United States flag. If you enter through the main entrance, the conference room is down the corridor to your left. If you enter through the door on the west side of the building, the conference room is down the corridor, just before you reach the show room.) All Contact Team meetings are open to the public. To be a member of the North Shoal Creek NPCT, you must also fall into one or more of the following categories: -- Property owner -- Residential renter -- Business owner -- Neighborhood organization member owning or renting property within the neighborhood plan area. To be a voting member, you must be over 18 years of age; meet the membership requirement listed above; and have attended one prior meeting of the North Shoal Creek Neighborhood Plan Contact Team in the last 12 months. For more information on the NSCNPCT, please email [nscontactteam@gmail.com](mailto:nscontactteam@gmail.com)

**North Shoal Creek Neighborhood Plan Contact Team  
First Quarterly Meeting February 14, 2019 6:30-7:55 p.m.  
First Texas Honda Conference Room**

**AGENDA**

1. 6:30 Call to order, spectrum check, acknowledgment of voting members (10 min.)
2. 6:40 Approval of previous minutes (10 min.)
3. 6:50 Updates/Announcements (10 min.)
  - a. 8326 Hamer Rd. Site plan application SP-2018-0891 Folder # 2018-111515 SP
  - b. 2711 W. Anderson Lane Site plan application SP-2018-0491 (Handiker)
4. 7:00 - New business (45 min.)
  - a. Discussion and vote on open-air option: Front Yard Parking (15 min.)
  - b. Discussion and vote on open-air option: Mobile Food Vendor Restrictions (15 min.)
  - c. Discussion and vote on Proposed Street Closures for the Austin Fox Trail 55, Rain Walk, Sat. April 27 (15 min.)
5. 7:45 Other business (10 min.)
6. 7:55 Adjournment

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6. Brief statement of the process by which the notice was issued:

On February 6, eight days prior to the February 14 meeting date, a meeting announcement with an agenda attached was posted on the following online sites:

- 1) NSCNA Facebook page at [facebook.com/nscna](https://facebook.com/nscna)
- 2) NSCNA website at [nscna.org](https://nscna.org)
- 3) NSCNA Yahoo group at [mail.yahoo.com/groups](https://mail.yahoo.com/groups)
- 4) Neighborhood site Nextdoor North Shoal Creek at <https://nextdoor.com/neighborhood/nshoalcreek--austin--tx/t>
- 5) In addition, reminder notices were posted 2 days prior to the meeting on the NSCNA Yahoo Group and on Nextdoor North Shoal Creek
- 6) Meeting date, time, and location were included in the calendar section of NSCNA's previous newsletter (copy of page 1 attached)
- 7) All 2019 Contact Team meeting times, dates and locations are posted via Google Calendar and available at [nscna.org/calendar](https://nscna.org/calendar)

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# NORTH SHOAL CREEK NEIGHBORHOOD NEWS

WINTER 2018



December 2018

## Developer moves forward with plan for Burnet Road apartment complex

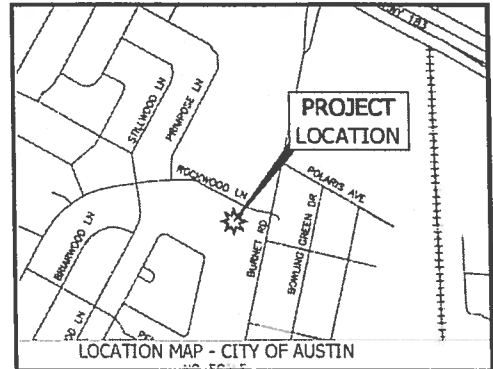
*A report from the North Shoal Creek Contact Team*

Plans are moving forward for development of a 292-unit apartment complex on Burnet Road, and the North Shoal Creek Neighborhood Plan Contact Team has red-flagged two major issues with the site plan.

If you've lived in North Shoal Creek for more than three years, you may remember the struggle the North Shoal Creek Neighborhood Association waged against a developer's request to rezone two lots on Burnet Road to high density multi-family zoning. The lots previously housed Gordon Automotive and Crump Plumbing Supply.

NSCNA argued for medium-density zoning, which would match the zoning of the existing apartments in our neighborhood. NSCNA lost the battle, however; in April 2015, the Austin City Council voted 7-4 to rezone the lots from CS (Commercial Services) to MF-6 (Multi-Family, Highest Density). This change allows the developer to build a five-story, 60-foot-tall apartment complex with a maximum of 300 units on these two lots.

The developer, C.J. Sackman, is also developer of the 70 Rainey condominium tower in downtown Austin. With that building scheduled to open in early



2019, his attention is now turning to the project at 8526 Burnet Road.

On July 5 he submitted a site plan application for a five-story, 292-unit complex with underground parking to the City's Development Services Department. As per city regulations, a City of Austin land-use staff team reviewed the site plan. In August, the land-use team issued a master comment report listing problems or deficiencies with the site plan that must be remedied by July 10, 2019, before the plan can be approved.

NSCNA received notification of the site plan application in September, and the North Shoal Creek Neighborhood Plan Contact Team reviewed the site plan application and comment report at its November 8 meeting. The team noted

*(Continued on page 8)*

### WHAT'S INSIDE

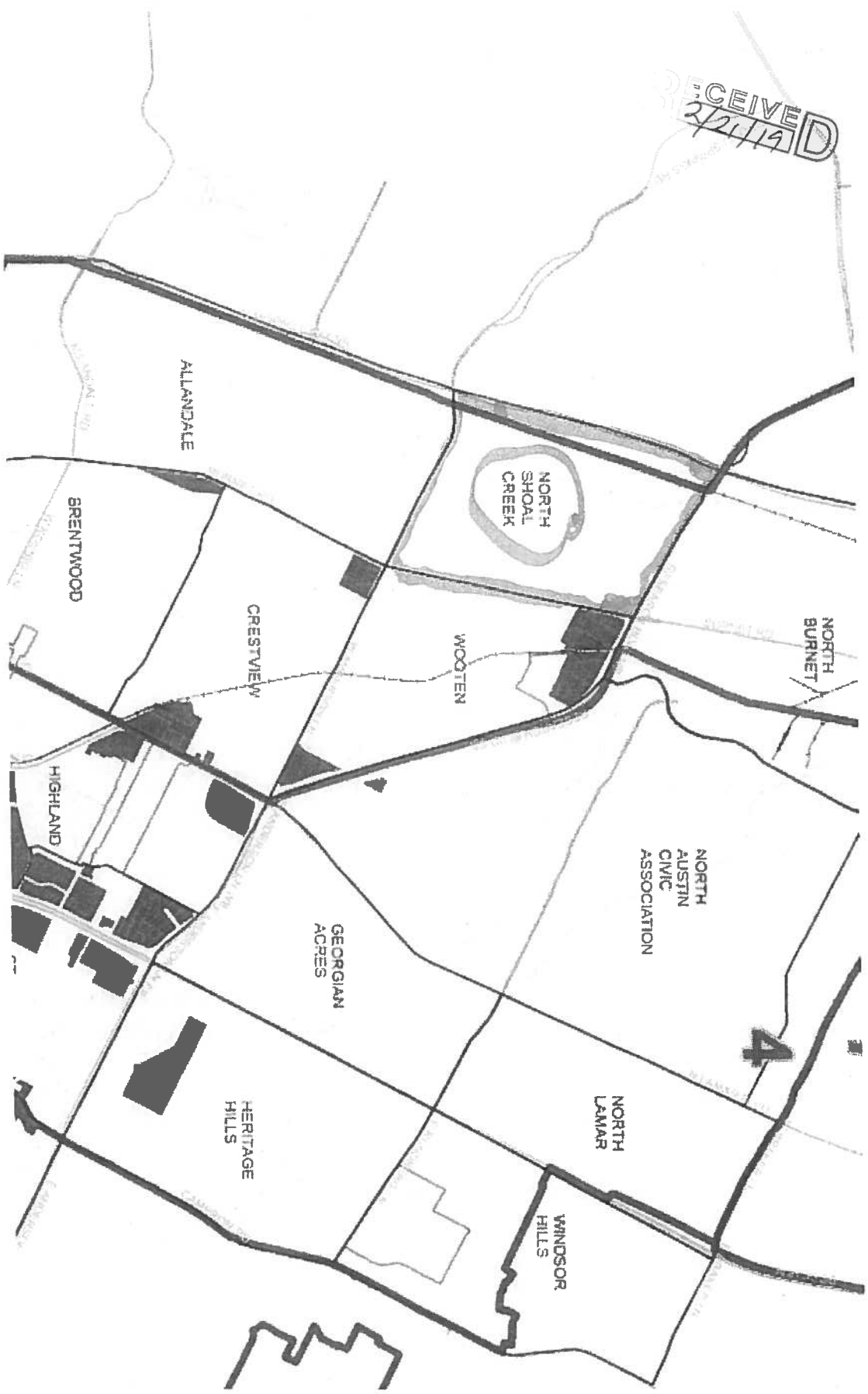
President's Corner.....	2
Community garden celebrates first year...	3
Luminaria Walk 6-8 p.m. December 19.....	4
Pillow's Page.....	5
First permit for home demolition.....	6
General membership meeting.....	9
Don't blow leaves into the street.....	10

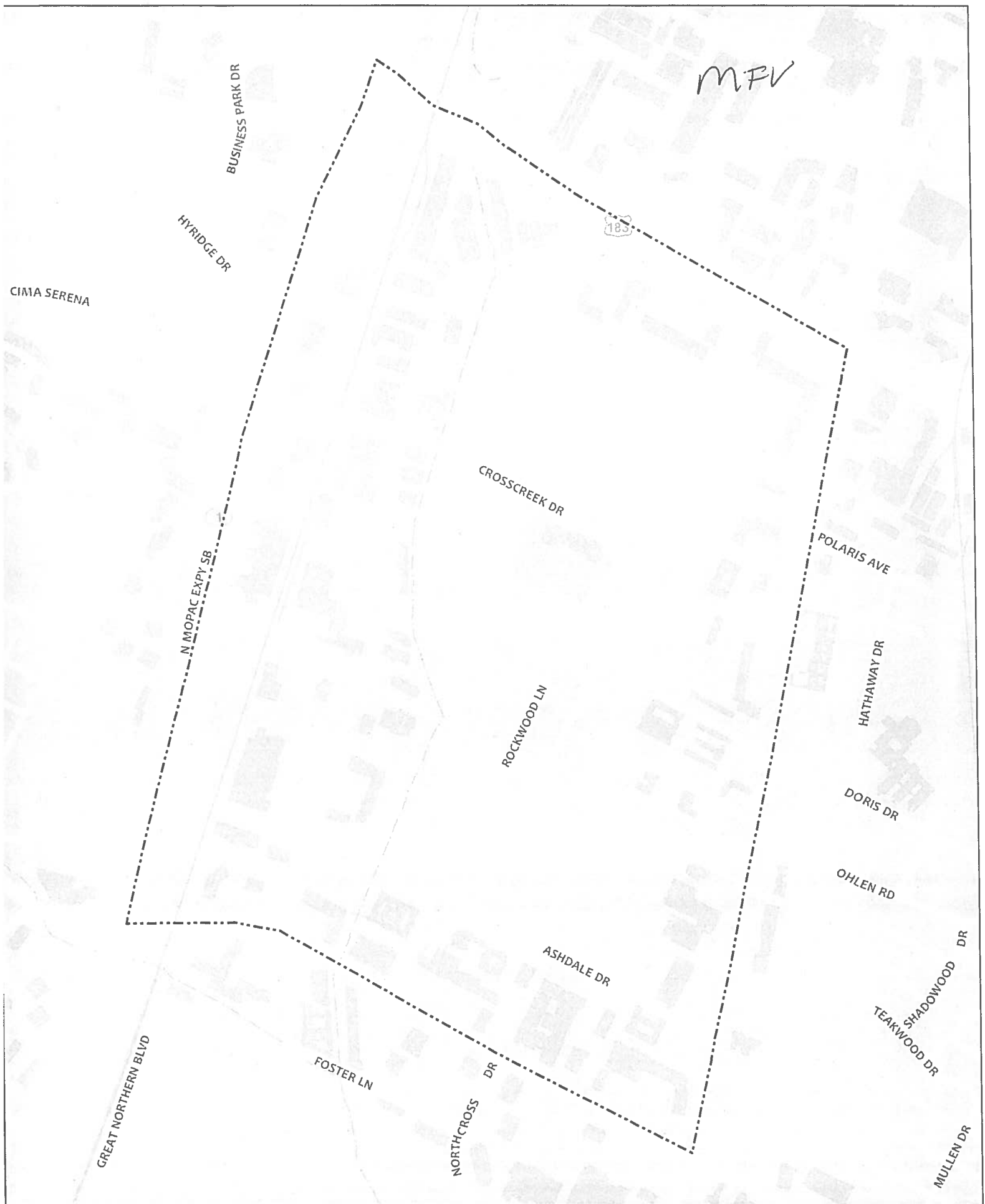
### IMPORTANT DATES

Dec. 19: NSCNA Luminaria Walk, 6-8 p.m., Pillow Elementary School track
Dec. 21: AISD winter break
Jan. 3: AISD winter break ends for staff; Jan. 7, ends for students
Jan. 8: NSCNA membership meeting and annual election, 6:30-8 p.m., Pillow library
Feb. 14: NSC Contact Team, 6:30-8 p.m., First Texas Honda conference room

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1733 - North Shoal Creek Neighborhood Plan Contact Team

Source: Public Information Office of the City of Austin  
Date Created: Wednesday, April 03, 2019

1" = 923'

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.  
This product has been produced by CTM - EGS for the sole purpose of geographic reference. No warranty is made by the City of Austin regarding specific accuracy or completeness.



## Mobile Food Establishments

**APPLICANT SUBMITTAL CHECKLIST**

- ☒ 1. A completed copy of the Mobile Food Establishment Amendment application.
- ☐ 2. An official certification of the action taken by the association or contact team on the mobile food issue that includes the notarized signature of the authorized officer of the association or chair of the contact team. (Fill out the area on the following page with a notary public to complete this requirement.)
- ☒ 3. A hard copy of the meeting minutes that describes the vote on the mobile food establishment issue.
- ☒ 4. A hard copy of the neighborhood association or neighborhood plan contact team bylaws.
- ☒ 5. A hard copy of the notice of the meeting at which the vote was taken.
- ☒ 6. A brief statement of the process by which the notice was issued.
- ☒ 7. A thumbnail map of your neighborhood association or adopted neighborhood planning area boundaries. (We suggest using the Official Neighborhood Planning Map to print out a map of your area and then highlight your neighborhood association OR planning area boundaries.)

**Please Mail the Above Materials To:**

**(Deadline: Last day of February in the calendar year in which you are applying)**

City of Austin  
Planning and Zoning Department (PAZ)  
Attention: Maureen Meredith  
P.O. Box 1088  
Austin, TX 78767



## Mobile Food Establishments

### City of Austin Application Packet

*This review process supports Imagine Austin, our plan for a vibrant, livable, connected Austin.  
Para información en español llame al (512) 978-4000.*

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#### PURPOSE:

The intent of this ordinance is to regulate mobile food establishments most often trailers located in parking lots or vehicles that drive from one location to another.

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#### ORDINANCE REFERENCES:

Specific ordinance requirements can be found in Section 25-2-812 of the City Code.

#### HOW THE MOBILE FOOD ESTABLISHMENT APPLICATION PROCESS WORKS:

1. The establishment of the additional regulations governing the hours of operation and location of mobile food establishments will apply to the boundary of the applying neighborhood association or neighborhood plan contact teams. (See the cover letter contained in this packet). The open period to submit applications will be during the month of February in the calendar year in which you are applying. For areas with an adopted neighborhood plan, the application must be submitted by the neighborhood plan contact team chair or by an officer of the neighborhood association if there is no official contact team. For areas without an adopted neighborhood plan, the application must be submitted by an officer of the neighborhood association.
2. Please go to this [link](#) to verify if your neighborhood is within the boundaries of an adopted neighborhood planning area.

#### DEADLINE:

Applications must be received by the last day of February in the calendar year in which you are applying. Applications may be hand delivered to the Planning and Zoning Office at 505 Barton Springs Road, 5<sup>th</sup> Floor or returned via the U.S. Postal Service to Planning and Zoning Department, Attn: Maureen Meredith, P.O. Box 1088, Austin, TX 78767. Office hours are 8:00 a.m. – 5:00 p.m., Monday – Friday. If mailed, applications must be postmarked by the last day of February in the calendar year in which you are applying.

#### SUBMITTAL REQUIREMENTS:

Refer to application and submittal checklist. **An incomplete application *will not be considered for inclusion in this round of applications*.** If an incomplete application is submitted before the end of February, staff will attempt to contact the neighborhood representative listed on the application. However, materials not included in the initial application submittal will not be accepted after the last day of February in the calendar year in which you are applying.

#### QUESTIONS:

Any questions regarding the Mobile Food Establishments Application should be directed to Planning and Zoning Department staff Maureen Meredith at (512) 974-2695 or by email at [maureen.meredith@austintexas.gov](mailto:maureen.meredith@austintexas.gov).