

**City of Woodway
Planning and Zoning Commission Meeting Minutes
June 11, 2024**

The Planning and Zoning Commission of the City of Woodway met in the City Council Chambers at Woodway City Hall, 922 Estates Drive at 5:00 p.m., June 11, 2024

**Planning & Zoning
Members Present:**

Michael Habern, Martha Agee, Nancy Pfanner,
Rajesh Patel, Caleb Loudamy, Brent McKenzie,
Ruben DeLeon

**Planning & Zoning
Members Absent:**

Rodney Kroll, Josef Varga,

City Staff Present:

John Norman, Adam Niolet, Todd Gill,
Amy Novak

Registered Guests:

David Russell (council member), Paul Wilcox
(applicant), Lori Whitsell (citizen), Janell
Gillman (Liaison), David Keyston (council
member)

1. Call to order

Assistant Director John Norman called the meeting to order at 5:00 p.m.

2. Consider action on election of 2024/2025 officers – chairperson, vice chairperson and secretary

Assistant Director John Norman opened the nominations for the Chairperson. Michael Habern made a motion, seconded by Brent McKenzie to elect Rodney Kroll for chairperson. The motion carried unanimously. Michael Habern made a motion, seconded by Ruben DeLeon to elect Martha Agee for Vice Chair. The motion carried unanimously. Michael Habern made a motion, seconded by Brent McKenzie to elect Rajesh Patel for secretary. The motion carried unanimously.

3. Public Comment. The Planning and Zoning Commission invites citizens to address the Commission on any matter, including items on the agenda, except public hearings that are on the agenda. Comments related to Public Hearings will be heard when the specific hearing starts. Citizens comments are limited to three (3) minutes, unless otherwise required by law. The Commission is not permitted to take any action or discuss any item not listed on the agenda.

Council member Janell Gilman introduce herself to the Planning and Zoning Commission as the new Planning and Zoning Liaison.

4. **Consider action on** the minutes of May 28, 2024, regular meeting.

A motion was made by Michael Habern, seconded by Ruben DeLeon, that the minutes be approved as written. The motion carried unanimously.

5. **Discussion and consider action on** approval of Final Plat for Lot 1, Block 1, of the Mary Evelyn Long Addition to the City of Woodway, McLennan County, Texas, being all of that called 1.34 acre tract, described in a deed to Mary Evelyn Long, recorded under Instrument Number 2013002386 of the Official Public Records of McLennan County, Texas.

City staff recommends the Commission's approval of the final plat. Assistant Director John Norman gave a brief description. A PowerPoint presentation was presented to the Planning and Zoning Commission. There were questions asked and the Assistant Director answered all questions.

Michael Habern made a motion to approve the final plat, seconded by Caleb Loudamy. The motion carried unanimously.

6. **Discussion and consider action on** approval of Final Plat for Lot 26, Block 4, Lake Forest Addition, Phase Two, to the City of Woodway, McLennan County, Texas, being a part of that called 41.927 acre Parcel II, Tract One, described in a deed to LFRP, LTD, recorded under Instrument Number 2006037604 of the Official Public Records of McLennan County, Texas and all of Lot 25, Block 4 of the Lake Forest Addition to the City of Woodway, recorded under Instrument Number 2008020287 of the Official Public Records of McLennan County, Texas.

City staff recommends the Commission's conditional approval of the preliminary plat. Plan reviewer Kasia Redden gave a brief description. A PowerPoint presentation was presented to the Planning and Zoning Commission. There were questions asked and the Plan Reviewer answered all questions.

Michael Habern made a motion to approve the final plat, seconded by Secretary Rajesh Patel. The motion carried unanimously.

7. **Public hearing on** request from Paul Wilcox for a new Special Use Permit for a Home Occupation (FFL for Ammunition Production) at 7709 Delhi, Woodway, Texas.

Vice chair Martha Agee opened the public hearing at 5:13 p.m. Paul Wilcox (applicant) spoke in favor of the item. With no one else coming forward to speak in favor of or opposition to, Vice Chair Martha Agee closed the public hearing at 5:21 p.m.

8. **Discussion and consider action on** report/recommendation to the City Council regarding a request from Paul Wilcox for a new Special Use Permit for a Home Occupation (FFL for Ammunition Production) at 7709 Delhi, Woodway, Texas.

City staff recommends the Commission's approval of the Special use Permit, Assistant Director John Norman gave a brief description. There were questions asked and the Assistant Director answered all questions.

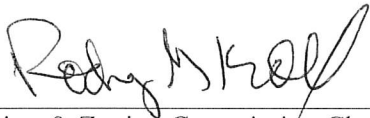
Michael Habern made a motion to approve the Special Use Permit, seconded by Brent McKenzie. The motion carried unanimously.

9. **Staff Updates**

Assistant Director John Norman discussed with the Planning and Zoning Commission about brainstorming some ideas for the Capital Improvements at the next meeting.

10. **Consider action on adjournment**

A motion was made by Michael Habern, seconded by Caleb Loudamy adjourn the meeting. The motion carried unanimously and the meeting adjourned at 5:24 p.m.



Planning & Zoning Commission Chairman



Planning & Zoning Commission Secretary