

**City of Woodway  
Planning and Zoning Commission Meeting Minutes  
July 9, 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., July 9, 2024

**Planning & Zoning  
Members Present:**

Michael Habern, Martha Agee, Nancy Pfanner,  
Caleb Loudamy, Ruben DeLeon, Rodney Kroll,  
Josef Varga

**Planning & Zoning  
Members Absent:**

Rajesh Patel, Brent McKenzie

**City Staff Present:**

Kasia Redden, Amy Novak, Adam Niolet,  
Jennifer Rogers

**Registered Guests:**

David Russell (council member), Janell Gillman  
(Liaison), Sam Griffin (applicant), Ralph  
Oltmann (contractor), Kirk Keltner (citizen), Joe  
Toth (citizen), Kayla Williams (applicant),  
Darrell Vickers (architect), Brian Machado  
(citizen)

**1. Call to order**

Chair Rodney Kroll called the meeting to order at 5:02 p.m.

- 2. 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.

No public comment.

- 3. Consider action on** the minutes of June 11, 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.

- 4. Discussion and consider action on** approval of Final Plat for Lot 1, Block 1, of the Chadwick Addition to the City of Woodway, McLennan County, Texas, being subdivision of all of the Moses Allen Survey, Abstract No. 48, and being all that called 0.383 acres of land described in a deed to Julius C. Dunlap and wife Cynthia A. Dunlap, recorded in Volume 1556, Page 242 of the Deed

Records of McLennan County, Texas.

City staff recommends the Commission's conditional approval of the final 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 Ruben DeLeon. The motion carried unanimously.

5. **A. Public hearing on** Application for Site Development in a Planned District (self-storage expansion) for Lot 9, Block 4, Business Acres Addition, to the City of Woodway, McLennan County, Texas located at 216 Deb Avenue.

Chair Rodney Kroll opened the public hearing at 5:08 p.m. Ralph Oltmann (contractor) spoke in favor of the item. The applicant is requesting multiple exceptions. With no one else coming forward to speak in favor of or opposition to, Chair Rodney Kroll closed the public hearing at 5:13 p.m.

- B. Discussion and consider action on** report/recommendation to the City Council regarding the Application for Site Development in a Planned District (self-storage expansion) for Lot 9, Block 4, Business Acres Addition, to the City of Woodway, McLennan County, Texas located at 216 Deb Avenue.

City staff recommends approval of the Application of Site Development. Plan Reviewer Kasia Redden gave a brief description. A PowerPoint presentation was presented to the Planning and Zoning Commission. The applicant is requesting for multiple exceptions. There were questions asked and the Plan Reviewer answered all questions.

Caleb Loudamy made a motion to approve the Application of Site Development with granting the following three exceptions: no installing sidewalks, no parking onsite, and no off-street loading, seconded by Micheal Habern. The motion carried unanimously.

6. **A. Public hearing on** Application to Develop and Site Develop in a Planned District (Recreation Complex) for Lot 3, Block 7, Oak Ridge Addition, to the City of Woodway, McLennan County, Texas located at 101 Ritchie Road.

Chair Rodney Kroll opened public hearing at 5:48 p.m. Darrell Vickers (architect) spoke in favor of the item and gave a brief description. With no one else coming forward to speak in favor of or opposition to, Chair Rodney Kroll closed the public hearing at 5:56 p.m.

- B. Discussion and consider action on** report/recommendation to the City Council regarding the Application to Develop in a Planned District (Recreation Complex) for Lot 3, Block 7, Oak Ridge Addition, to the City of Woodway, McLennan County, Texas located at 101 Ritchie Road.

City staff recommends approval of the Application to Develop. Plan Reviewer Kasia Redden gave a brief description. A PowerPoint presentation was presented. There were questions asked and the Plan Reviewer answered all questions.

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

**C. Discussion and consider action on** report/recommendation to the City Council regarding the Application for Site Development in a Planned District (Recreation Complex) for Lot 3, Block 7, Oak Ridge Addition, to the City of Woodway, McLennan County, Texas located at 101 Ritchie Road.

City staff recommends approval of the Application for Site Development. Plan Reviewer Kasia Redden gave a brief description. A PowerPoint presentation was presented. The applicant is requesting an exception on the screening requirements. There were questions asked and the Plan Reviewer answered all questions.

Michael Habern made a motion, seconded by Caleb Loudamy to approve the Application for Site Development and to grant the exception from densely planted landscape screening along fence. The motion carried unanimously.

7. **Discussion and consider action on** submittal of recommended capital improvements to the City Manager, per the City's Charter, Article X, Section 10.02 (d) for City Council budget planning purposes.

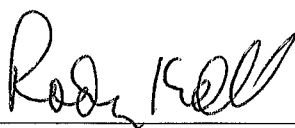
City Manager Adam Niolet gave an update on the Capital Improvements that were discussed to the Planning and Zoning Commission on June 11, 2024. City Manager also gave an update on all of the Capital Improvement Projects that are going on in 2024. Michael Habern made a recommendation for more lighting on the streets after dark and for Wedgewood and Southwood streets to be redone. Vice Chair Martha Agee made a recommendation for the city to investigate alternative sidewalk materials that hold less heat. Vice Chair Martha Agee also made a recommendation for the Arboretum to place a nonslip material on the floor for when it gets wet and consider altering the slope of the walkway from the Pavilion parking lot to Whitehall Center.

8. **Staff Updates**

There were no staff updates.

10. **Consider action on** adjournment

A motion was made by Vice Chair Martha Agee, seconded by Michael Habern to adjourn the meeting. The motion carried unanimously and the meeting adjourned at 6:15 p.m.

  
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Planning & Zoning Commission Chairman

  
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Planning & Zoning Commission Secretary