



**City of Woodway
Planning and Zoning Commission Meeting Minutes
March 24, 2026**

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., March 24, 2026.

**Planning & Zoning
Members Present:**

Caleb Loudamy, Sholly Gunter, Martha Agee
Michael Habern, Rodney Kroll, Nancy Pfanner,
Brent McKenzie,

**Planning & Zoning
Members Absent:**

Josef Varga, Ruben DeLeon

City Staff Present:

Steven Dvorak, Amy Sleeper

Registered Guests:

Shannon Rippee (representing the applicant)

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 for 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 action or discuss any item not listed on the agenda.

No public comments were made.

- 3. Consider action on** the February 24, 2026, regular meeting minutes.

A motion was made by Sholly Gunter, seconded by Nancy Pfanner, to approve the minutes as written.

The motion carried unanimously.

- 4. A. Public hearing on** request from Jacob Rippee for a new Special Use Permit for a Home Occupation (baseball/softball training lessons) at 300 Glenview Circle.

Chair Rodney Kroll opened the public hearing at 5:03 p.m.

Shannon Rippee, representing the applicant, spoke in favor of the request. With no additional speakers in favor or opposition, Chair Kroll closed the public hearing at 5:07 p.m.

B. Discussion and consider action on the report/recommendation to the City Council regarding request from Jacob Rippee for a new Special Use Permit for a Home Occupation (baseball/softball training and lessons) at 300 Glenview Circle.

Assistant Director Steven Dvorak presented an overview of the request, including a PowerPoint presentation. Commissioners asked questions, which Assistant Director Dvorak and Shannon Rippee, representing the applicant, addressed.

Vice Chair Martha Agee made a motion to approve the new Special Use Permit, seconded by Michael Habern.

The motion carried unanimously.

5. Staff Updates

Assistant Director Steven Dvorak provided an update on the number of active Special Use Permits within the City of Woodway. He also provided information regarding the next Planning and Zoning Commission meeting, noting that an Application to Develop and a Site Development request will be presented.

6. Consider action on adjournment

A motion was made by Secretary Caleb Loudamy, seconded by Vice Chair Martha Agee, to adjourn the meeting.

Motion carried unanimously.

The meeting adjourned at 5:15 p.m.



Planning & Zoning Commission Chairman



Planning & Zoning Commission Secretary