



**NOTICE IS HEREBY GIVEN THAT THE ZONING AND PLANNING  
COMMISSION OF THE CITY OF LAKEWAY, TRAVIS COUNTY, TEXAS  
WILL MEET IN REGULAR SESSION  
on January 3, 2024  
1102 Lohmans Crossing Road, Lakeway, TX 78734  
9:00 AM**

Individuals who do not plan to attend the meeting, but wish to submit comments during the public hearings and citizen participation at the meeting may submit a comment through our online form: <https://lakeway-tx.civicweb.net/Portal/CitizenEngagement.aspx>

Comments received by the 12:00 p.m. deadline Monday, January 1, 2024 will be provided to the Zoning and Planning Commission.

- 1 ESTABLISH QUORUM AND CALL TO ORDER.**
- 2 PLEDGE OF ALLEGIANCE.**
- 3 CITIZENS PARTICIPATION FOR ITEMS NOT ON THIS AGENDA.**
- 4 CITIZEN PARTICIPATION FOR THE CONSENT AGENDA.**

**CONSENT AGENDA**

*All items listed under the consent agenda may be approved by one motion.  
Members of the Commission may pull items from the consent agenda for discussion.*

- 5 APPROVAL OF MINUTES: WEDNESDAY, DECEMBER 6, 2023, REGULAR ZAPCO MEETING**

**END CONSENT AGENDA**

- 6 SPECIAL USE PERMIT – SHORT TERM RENTAL – 214 CAPRI. CONSIDER A REQUEST FROM ARASH ZARABI, OF GLENCO EQUITY INVESTORS, LLC THE OWNER OF 214 CAPRI, FOR APPROVAL OF A SPECIAL USE PERMIT TO OPERATE A SHORT TERM RENTAL AT THIS LOCATION.**
  - Staff report and presentation
  - Public Hearing
  - Recommendation to City Council

- 7 **SIGN VARIANCE – 2303 RR 620 S, SUITE 210. CONSIDER A REQUEST FROM COLTON GOHLKE OF LEWIS SIGN ON BEHALF OF ST. DAVID’S CARE NOW URGENT CARE, TENANT OF THE VISTA RIDGE SHOPPING CENTER AT 2303 RR 620 S, SUITE 210, FOR TWO BUILDING SIGNS, WHITE TEXT AND SIZE VARIANCE TO THE SIGN ORDINANCE.**
- Staff report and presentation
  - Public Hearing
  - Determination
- 8 **SIGN VARIANCE – 2303 RR 620 S, SUITE 200. CONSIDER A REQUEST FROM GREG GERRITZ OF PAPA MURPHY’S, TENANT OF THE VISTA RIDGE SHOPPING CENTER AT 2303 RR 620 S, SUITE 200, FOR OPTIONS OF A BUILDING SIGN TO INCLUDE WHITE TEXT AND VARIANCES TO THE SIGN ORDINANCE.**
- Staff report and presentation
  - Public Hearing
  - Determination
- 9 **SIGN VARIANCE – 312 MEDICAL PARKWAY E-101. CONSIDER A REQUEST FROM CHRIS BALCOM OF EPOCH CONSTRUCTION ON BEHALF OF PLASTIC SURGERY OF AUSTIN, THE PROSPECTIVE TENANT OF 312 MEDICAL PARKWAY, FOR A SIZE VARIANCE TO THE SIGN ORDINANCE.**
- Staff report and presentation
  - Public Hearing
  - Determination
- 10 **DISCUSSION ITEM: 2023 METRICS, 2024 GOALS AND BUSINESS LICENSE UPDATE.**
- No action will be taken
- 11 **ADJOURN.**

ATTEST: Attested to this the 24<sup>th</sup> day of December, 2023.



Erin Carr, Building and Development Services Director

**CERTIFICATE:** I certify that the above notice of Meeting was posted on the bulletin board of the Lakeway City Hall on this the 24 day of December, 2023.

  
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Sally Buckovinsky, Building and Development Services Plans Examiner III

THE CITY OF LAKEWAY ZONING AND PLANNING COMMISSION MEETINGS ARE AVAILABLE TO ALL PERSONS REGARDLESS OF ABILITY. IF YOU REQUIRE SPECIAL ASSISTANCE, PLEASE CONTACT THE CITY SECRETARY AT 512-314-7506 AT LEAST 48 HOURS IN ADVANCE OF THE MEETING. THANK YOU.

The Zoning and Planning Commission may adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code including, but not limited to, Sections: 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.183 (Deliberations about Homeland Security Issues) and as authorized by the Texas Tax Code including, but not limited to, Section 321.3022 (Sales Tax Information).

A quorum of the Lakeway City Council may attend this meeting in their individual, personal capacities, and might discuss items posted on the agenda as separate, private citizens (not as a collective group). No City Council deliberations or decisions will occur at this gathering.