

**NOTICE IS HEREBY GIVEN THAT THE
ZONING AND PLANNING COMMISSION OF THE
CITY OF LAKEWAY, TRAVIS COUNTY, TEXAS WILL
MEET IN REGULAR SESSION ON WEDNESDAY,
AUGUST 07, 2019, AT 9:15 AM IN THE CITY HALL,
1102 LOHMANS CROSSING ROAD, CITY OF LAKEWAY**

AGENDA

- 1) Call to Order.**
- 2) Pledge of Allegiance.**
- 3) Citizens Participation.**

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.*

- 4) Approval of Minutes:** Wednesday, June 5, 2019, Regular.
- 5) Approval of Minutes:** Wednesday, July 10, 2019, Regular.

REGULAR AGENDA

- 6) Preliminary Plan Revision: Lakeway Highlands Phase 3.** Consider a request from Carlson, Brigrance and Doering, the agent for the owner of approximately 299.2 acres of land east of Bee Creek Road between Highlands Boulevard and Bee Creek Road, for approval of a revision to the previously approved Preliminary Plan for Lakeway Highlands Phase 3 to include the relocation of the propane tank and lift station and amendment of the lot layouts.
 - Staff report and presentation
 - Public Hearing
 - Recommendation to City Council
- 7) Variance: Lakeway Estates.** Consider a request from Perales Engineering, LLC, the agent for the owner of approximately 46 acres located west of Serene Hills Court, for approval of a variance to Lakeway Municipal Code Section 28.09.003 (street standards) including but not limited to minimum road width.
 - Staff report and presentation
 - Public Hearing
 - Determination

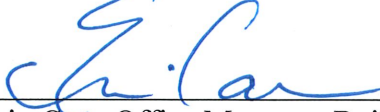
- 8) **Special Use Permit: 3313 RR 620 South.** Consider a request from Posh Permanent Makeup, the agent for the owner of the property located at 3313 RR 620 South, Suite 200, for a Special Use Permit to operate a beauty salon providing esthetician services.
- Staff report and presentation
 - Public Hearing
 - Recommendation to City Council
- 9) **Special Use Permit: 607 RR 620 North.** Consider a request from Lake Travis ISD, for a Special Use Permit allowing for portable buildings at Lake Travis Educational Development Center located at 607 RR 620 North.
- Staff report and presentation
 - Public Hearing
 - Recommendation to City Council
- 10) **Sign Variance: 101 Medical Parkway.** Consider a request from Equity Lakeway Investments, the owner of approximately 2.84 acres the property located at 101 Medical Parkway, Unit 3-A, for a sign variance pertaining to a multi-tenant monument sign.
- Staff report and presentation
 - Public Hearing
 - Determination
- 11) **Sign Variance: 322 Medical Parkway.** Consider a request from Sun Signs, representing the owner of the property located at 322 Medical Parkway, for approval of a variance to Section 26.04.005 pertaining to building signage.
- Staff report and presentation
 - Public Hearing
 - Determination
- 12) **Sign Variance: 322 Medical Parkway.** Consider a request from Sun Signs, representing the owner of the property located at 322 Medical Parkway, for approval of a variance to Section 26.04.005 pertaining to monument signage.
- Staff report and presentation
 - Public Hearing
 - Determination
- 13) **Ordinance Amendment: Signs.** Consider an amendment to Sections 26.04.001 and Section 26.04.002 of the Lakeway Municipal Code regarding non-conforming signs and Billboards.
- Staff report and presentation
 - Public Hearing
 - Recommendation to City Council
- 14) **Adjourn.**

ATTEST: Attested to this the 2 day of August, 2019.



Charlotte Hodges, 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 2nd day of August, 2019.



Erin Carr, Office Manager, Building and Development Services

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 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.

CITY OF LAKEWAY ZONING AND PLANNING COMMISSION MEETING

Action Minutes of Regular Session

June 5, 2019 9:15 a.m.

Lakeway City Hall, 1102 Lohmans Crossing Road, Lakeway, Texas

- 1) **Establish Quorum and Call to Order.** **Present:** Commissioners Dave Taylor, Don Kotrady, Dave Point, Bruce Harris, Chris Forton, Carolyn Nichols, and Betty Haley.

Also present: City Council Liaison Sanjeev Kumar.

- 2) **Pledge of Allegiance.**

- 3) **Citizens Participation.** No one spoke.

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.*

- 4) **Approval of Minutes:** May 1, 2019, Regular Meeting.

- Determination: **Motion to approve minutes** as written by **Commissioner Forton** and seconded by **Commissioner Kotrady**. **Motion carried by a vote of 7-0.**

END CONSENT AGENDA

- 5) **Final Re-Plat** – A request from RH Lakeway Development, LTD., for a re-plat of Lakeway Highlands Phase 1, Sec. 8C located on Casasanta Trail.

- Staff report and presentation by Charlotte Hodges.
- Applicant's Representative, Mike Gable was present to answer any questions.
- Public Hearing: No one spoke.
- Commission discussion/action – **A motion was made by Commissioner Point to recommend approval to City Council** and to open the floor to discussion. **The motion was seconded by Commissioner Forton. Motion carried by a vote of 7-0.**

- 6) **Special Use Permit – 3503 Wild Cherry Drive.** A request from Cherry Peak, LTD., owner of approx. 6 acres located at 3503 Wild Cherry Dr., for a Special Use Permit to allow for medical office use.

- Staff report and presentation by Charlotte Hodges.
- Applicant, Todd Fletcher, was present.
- Public Hearing: No one spoke.
- Commission discussion/action – **A motion was made by Commissioner Forton to recommend approval to City Council** and to open the floor to discussion. **The motion was seconded by Commissioner Haley. Motion carried by a vote of 7-0.**

- 7) **Variance – 312 Medical Parkway.** A request from 12 B- MC, owner of approx. 4.531 acres, located at 312 Medical Parkway, Lot 6, for a variance to Sec. 28.09.013 regarding cut and fill requirements during land development.
- Staff report and presentation by Charlotte Hodges.
 - Project representative Travis Robinson with Optimized Engineering was present.
 - Public Hearing: No one spoke.
 - Commission discussion/action – **A motion was made by Commissioner Point to approve the request and to open the floor to discussion. The motion was seconded by Commissioner Forton. Motion carried by a vote of 7-0.**
- 8) **Variance – 4440 Bee Creek Road.** A request from Travis County, developer of Bee Creek Sports Complex, located at 4440 Bee Creek Road, for a variance to Sec. 28.09.013 regarding cut and fill requirements during land development.
- Staff report and presentation by Charlotte Hodges.
 - Applicant was not present.
 - Public Hearing: Alyson Goodhartz questioned the elevations of the proposed cut and fill. Jackson Glass expressed a desire to maintain the quality of the hill country. Bruce Goodhartz questioned the finished grade of the fields related to the surrounding hills. Martha Chapman asked about the access to the park.
 - Commission discussion/action – **A motion was made by Commissioner Kotrady to approve the request and to open the floor to discussion. The motion was seconded by Commissioner Harris. Motion carried by a vote of 7-0.**
- 9) **Variance – 4440 Bee Creek Road.** A request from Travis County, developer of Bee Creek Sports Complex, located at 4440 Bee Creek Road, for a variance to Sec. 28.09.007 regarding lighting requirements.
- Staff report and presentation by Charlotte Hodges.
 - Applicant's representatives, Megan Lowry and Mark Vaughn were present to answer lighting related questions. Odette Tan, Project Manager for Travis County, was present and responded to some of the questions posed by the public.
 - Public Hearing: Alyson Goodhartz questioned the specifics about the lighting fixtures. Kathy Dutton stated that her main objection was the height of the light poles. Jackson Glass asked about the number of poles and whether the lighting design would be in compliance with dark sky standards. Melissa Spillman acknowledged that it seems that the proposed lighting is best choice of lights but also expressed discontent. Bruce Goodhartz believes that the determination should be delayed until definitive answers to the questions posed can be brought forward. Susan Brice asked about the hours of operation and whether all fields will be lit even if the field is not in use.
 - Commission discussion/action – **A motion was made by Commissioner Kotrady to approve the request and to open the floor to discussion. The motion was seconded by Commissioner Point. Motion carried by a vote of 7-0.**

10) Monument Sign – 1110 RR 620 North. A request from Akbar Bhaidani, owner of Suds Deluxe Car Wash and Lube, located at 1110 RR 620 N, for approval of a monument sign per Section 26.04.005 (a).

- Staff report and presentation by Charlotte Hodges.
- Applicant, Sean Bhaidani, was present.
- Public Hearing: No one spoke.
- Commission discussion/action – **A motion was made by Commissioner Point to deny the first sign option** and to open the floor to discussion. **The motion was seconded by Commissioner Nichols. Commissioners Harris and Taylor opposed the motion. Motion carried by a vote of 4-2. (Commissioner Forton recused himself).**
- Commission discussion/action – **A motion was made by Commissioner Haley to approve the second sign option** and to open the floor to discussion. **The motion was seconded by Commissioner Harris. Commissioners Nichols and Point opposed the motion. Motion carried by a vote of 4-2. (Commissioner Forton recused himself).**

11) Wall Sign – 1110 RR 620 North. A request from Akbar Bhaidani, owner of Suds Deluxe Car Wash and Lube, located at 1110 RR 620 N, for approval of a wall sign per Section 26.04.005 (b).

- Staff report and presentation by Charlotte Hodges.
- Applicant, Sean Bhaidani, was present.
- Public Hearing: No one spoke.
- Commission discussion/action – **A motion was made by Commissioner Harris to approve the sign as requested** and to open the floor to discussion. **The motion was seconded by Commissioner Haley. Commissioner Point opposed the motion. Motion carried by a vote of 5-1. (Commissioner Forton recused himself).**

12) Monument Sign – 101 Medical Parkway. A request from Equity Lakeway Investments, LLC., owner of 101 Medical Parkway, Unit 3-A, for approval of a multi-tenant monument sign per Section 26.04.005 (a).

- Staff report and presentation by Charlotte Hodges.
- Applicant was not present.
- Public Hearing: No one spoke.
- Commission discussion/action – **A motion was made by Commissioner Kotrady to deny the requested sign** and to open the floor to discussion. **The motion was seconded by Commissioner Forton. Commissioner Harris opposed the motion. Motion carried by a vote of 5-1.**

13) Short-form Final Plat – 5201 Bee Creek Road. A request from Serene Hills, LTD., owner of approx. 9.259 acres of land located at 5201 Bee Creek Road, for approval of a Final Plat.

- This item was approved administratively by staff per Section 28.02.004 of the Code of Ordinances.

14) Discussion Item – Comprehensive Plan. A discussion and update on the City of Lakeway's Comprehensive Plan efforts.

- Discussion item only; no action.

15) Adjourn.

- Motion to adjourn **by Commissioner Forton and seconded by Commissioner Harris. Motion carried by a vote of 7-0.**
- Chairman Dave Taylor adjourned the meeting at 12:19 pm.

Minutes approved on _____, 2019, by a vote of _____.

Charlotte Hodges, BDS Director

CITY OF LAKEWAY ZONING AND PLANNING COMMISSION MEETING
Action Minutes of Regular Session
July 10, 2019 9:15 a.m.
Lakeway City Hall, 1102 Lohmans Crossing Road, Lakeway, Texas

- 1) **Establish Quorum and Call to Order. Present:** Commissioners Dave Taylor, Don Kotrady, Dave Point, Bruce Harris, Chris Forton, Carolyn Nichols, Scott Olson.

Also present: Alternate Commission member Betty Haley and City Council Liaison Sanjeev Kumar.

- 2) **Pledge of Allegiance.**

- 3) **Citizens Participation.** No one spoke.

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.*

- 4) **Approval of Minutes:** June 5, 2019, Regular Meeting.

- Approval of minutes was postponed until the next regular meeting of the Commission on August 7, 2019.

END CONSENT AGENDA

- 5) **Work Session: Comprehensive Plan.** A work session to discuss the comprehensive plan and future land use map.

- Presentation by DesignWorkshop.
- Commission discussion. No action will be taken.

- 6) **Adjourn.**

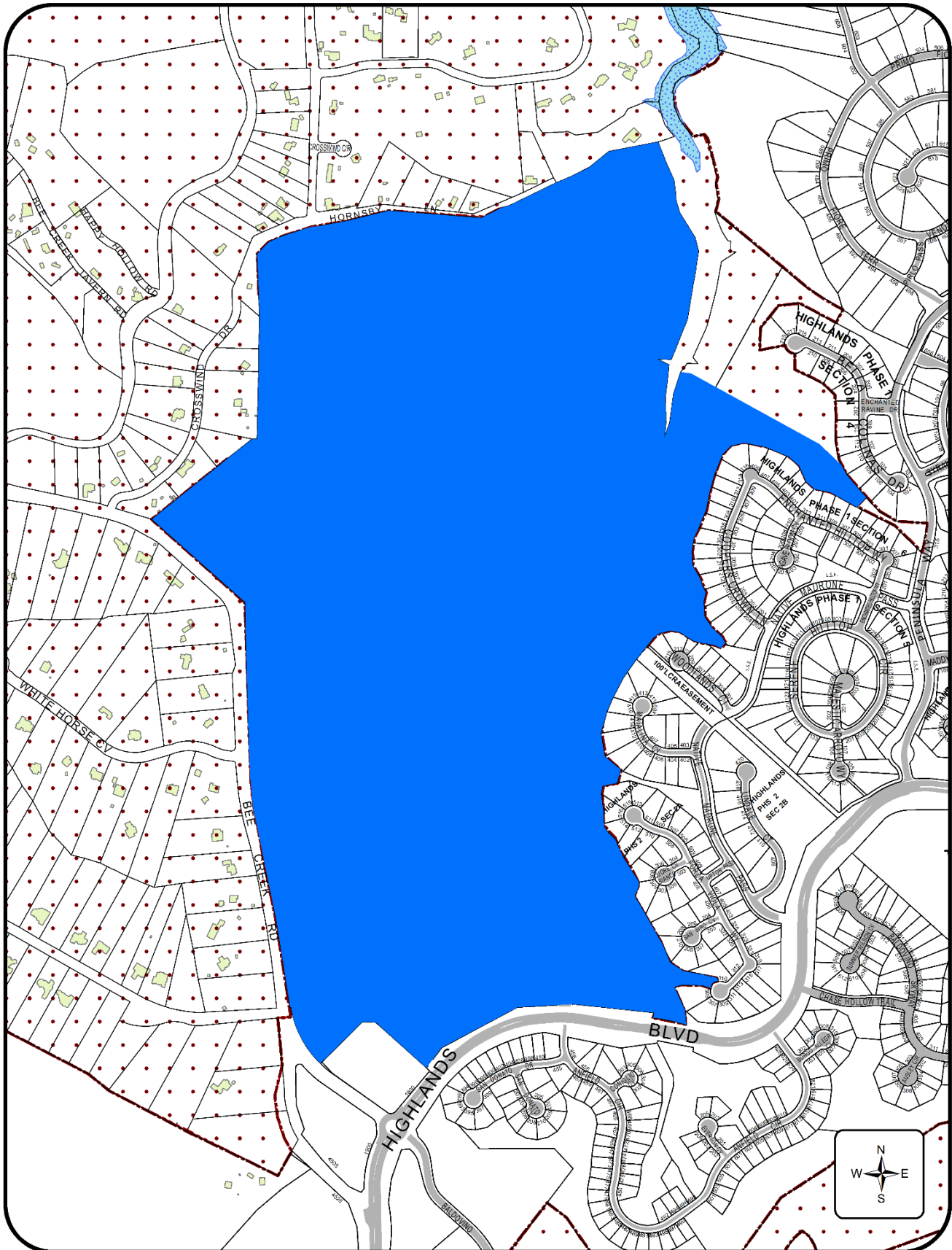
- Motion to adjourn **by Commissioner Kotrady and seconded by Commissioner Forton. Motion carried by a vote of 7-0.**
- Chairman Dave Taylor adjourned the meeting at 11:02 pm.

Minutes approved on _____, 2019, by a vote of _____.

Dave Taylor, Chairman

Charlotte Hodges, BDS Director

HIGHLANDS PHASE 3





Meeting Date: 08/07/2019

Charlotte Hodges, BDS Director

Staff Report

AGENDA ITEM:

A request from Carlson, Brigrance and Doering, the agent for the owner of approximately 299.2 acres of land east of Bee Creek Road between Highlands Boulevard and Bee Creek Road, for approval of a **Preliminary Plan Revision** for Lakeway Highlands Phase 3.

BACKGROUND INFORMATION:

The applicant is requesting approval of a revision to the Preliminary Plan which was approved in 2014 in order to include changes such as the relocation of the propane tank and lift station and lot layout reconfigurations in Sections 5 and 6A. The total number of single family lots remain the same and there is no change to the overall density. The changes result in a decrease to the impervious cover from roadways.

Lakeway Highlands Phase 3 is zoned R-3,

Staff has reviewed the submitted revision and determined that the proposed changes are not minor deviations from the approved Preliminary Plan and therefore cannot be approved administratively.

ACTION REQUESTED:

ZAPCO recommendation to City Council regarding the revision to the Preliminary Plan as proposed for Lakeway Highlands Phase 3.

ATTACHMENTS

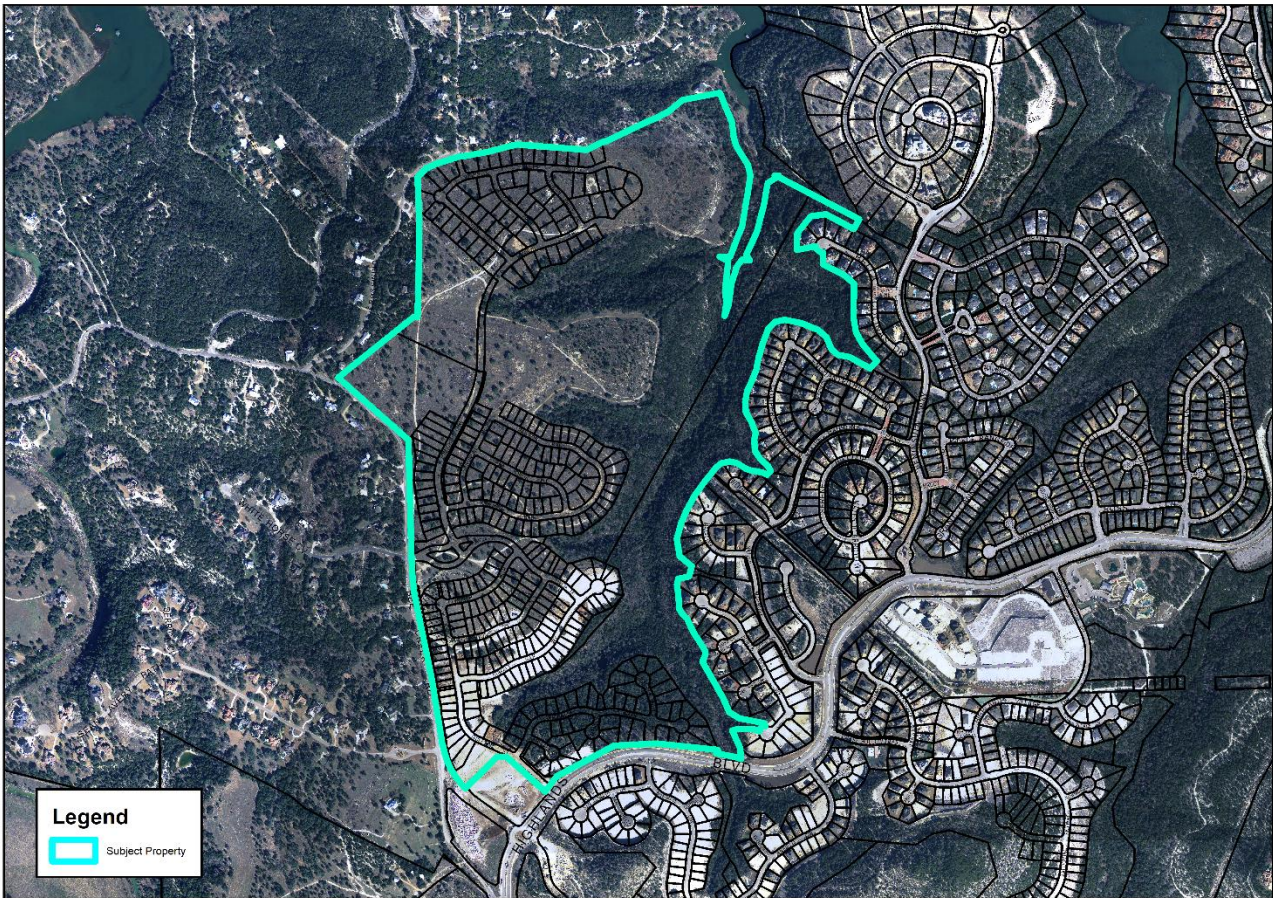
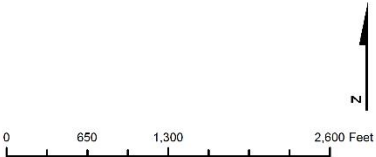
- Aerial and Zoning Map
- Application
- Exhibit(s)
- Notification Area Map
- Public Notice
- Code Reference

Aerial/ Zoning Map

"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."



CITY OF LAKEWAY
HIGHLANDS PHASE 3



Application



Building & Development Services
1102 Lohmans Crossing, Lakeway, TX 78734
Phone: (512) 314-7540 Fax: (512) 314-7541
www.lakeway-tx.gov

APPLICATION FOR SUBDIVISION OR DEVELOPMENT

(CHECK ONE & INCLUDE NECESSARY SUPPORTING MATERIAL)

- | | | |
|---|--|---|
| <input type="checkbox"/> FINAL PLAT/RE-PLAT | <input type="checkbox"/> PLAT AMENDMENT | <input type="checkbox"/> PLAT VACATION |
| <input type="checkbox"/> PRELIMINARY PLAN | <input type="checkbox"/> SITE DEVELOPMENT | <input type="checkbox"/> SUBDIVISION IMPROVEMENT |
| <input type="checkbox"/> SMALL PROJECT | <input type="checkbox"/> UTILITY DEVELOPMENT | <input checked="" type="checkbox"/> PLAN REVISION |

ADDRESS OF PROPERTY: Bee Creek at Highlands Boulevard		ACREAGE OF SITE: 299.22	
LEGAL DESCRIPTION (SUBDIVISION, SECTION, LOT NUMBER): JH Gibson Survey No. 49 and CEPI&M Co. Survey No. 47			
PROPERTY OWNER FIRM: RH Lakeway Development, LTD.	CONTACT NAME: Susan Crawford	TELEPHONE: (512) 610-0522	E-MAIL: scrawford@legendcommunitiesinc.com
MAILING ADDRESS: 2101 Lakeway Boulevard, Suite 100		CITY: Lakeway	STATE: TX
PROJECT ENGINEER FIRM: Carlson, Brigrance & Doering, Inc.		CONTACT NAME: Christine M. Methvin	E-MAIL: christine@cbdeng.com
MAILING ADDRESS: 5501 W. William Cannon Drive		CITY: Austin	STATE: TX
ZIP CODE: 78734			
PROJECT NAME AND USE FOR WHICH DEVELOPMENT PERMIT IS SOUGHT: Lakeway Highlands Phase 3 Preliminary Plan Revision #1			

SUBMITTAL VERIFICATION/INSPECTION AUTHORIZATION:
I, as owner of the property hereinafter referenced, do hereby execute this document, and acknowledge the above statements to be true and accurate to the best of knowledge. I have received, read and understand the terms and conditions of this request, and agree to compliance with all applicable codes and ordinances of the City.
I understand that my contractor or subcontractor(s) identified below will schedule inspections on my behalf permitting city inspectors to enter my property to conduct the necessary inspections as scheduled.
I authorize my duly authorized agent to coordinate with the City and its representatives to enter the property at reasonable times for the purposes of inspecting and monitoring the project according to the adopted codes of the City. This authorized agent is hereby given authority from me to consent to City inspections on my behalf.

APPLICANT SIGNATURE

Christine M. Methvin

PRINTED NAME

06/28/2019

DATE

(FOR CITY USE ONLY)

PERMIT NUMBER: 19000874
AMOUNT RECEIVED: ck 609 / 1000-
NOTES:

Exhibit A



Carlson, Brigance & Doering, Inc.

Civil Engineering ♦ Surveying

CBD Project Number 4630

Date 6-27-19

Paul Duncan, P.E.
City of Lakeway
P.O. Box 1088
Austin, Texas 78767

RE: Lakeway Highlands Phase 3 Preliminary Revision #1

Mr. Duncan,

On behalf of RH Lakeway Development, Ltd. c/o Ms. Susan Crawford, Revision 1 of the Lakeway Highlands Phase 3 Preliminary Plan is being submitted for your review. The purpose of this revision is to modify the locations of an LPG tank site and lift station site, as well as to amend the lot layout of Phase 3 Sections 5 & 6A. Said revisions are as follows:

LPG Tank Site

Due to site topography and access, the LPG site is proposed to be moved across Tomichi Trail which affords a safer ingress and egress for the tank site.

Lift Station Site

The Lift Station is proposed to be moved 300' to the west along Tomichi Trail in order to place the Lift Station at a location with topography that makes construction of said site feasible. The original proposed location has topography that makes the location a poor area to install such a site.

Lot Layout Changes (Phase 3, Sections 5 & 6A)

Upon conducting an on the ground survey for Lakeway Highlands Phase 3 Sections 5 & 6A it was discovered that a proposed ROW was in conflict with an existing LCRA transmission main tower. The sections were redesigned to remove this conflict. The total number of single family lots remains the same. The overall density of the sections remains the same, however the impervious cover from roadways was decreased with these changes. No impact to adjacent property is foreseen.

Sincerely,

CARLSON, BRIGANCE & DOERING, INC.

Ryan Harden

Exhibit B¹

HIGHLANDS PT. 3 RP (0216)



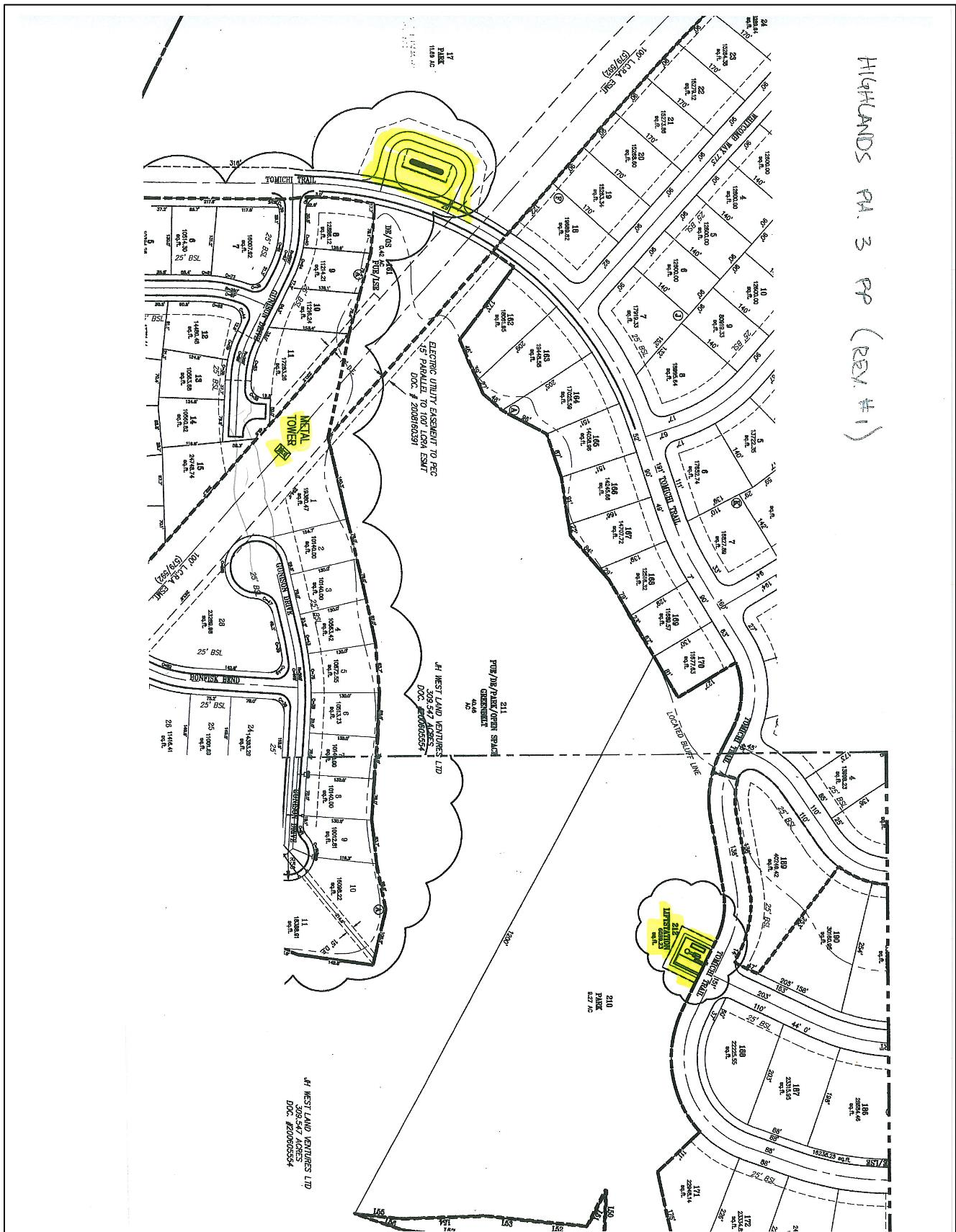


Exhibit C¹



Exhibit C²

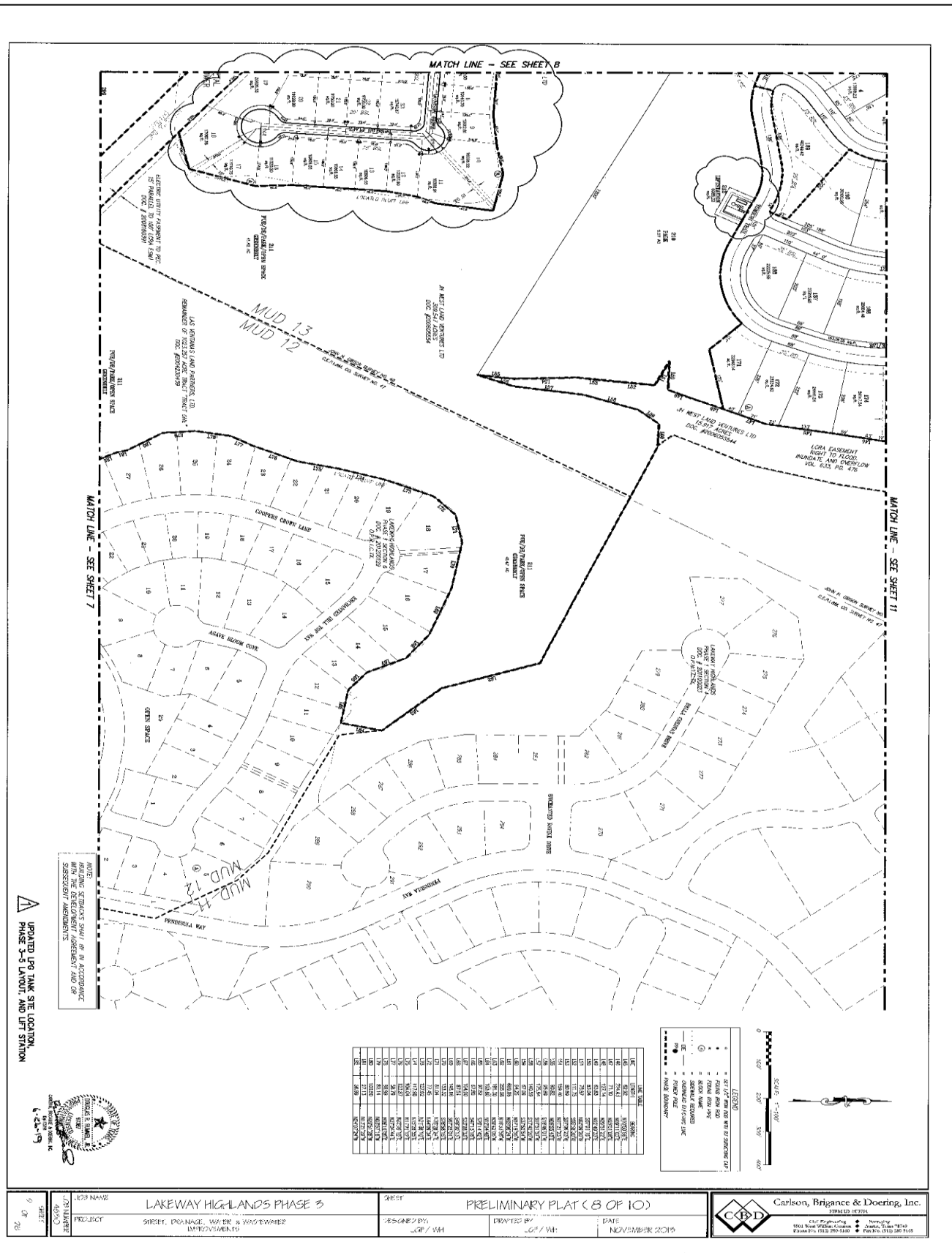
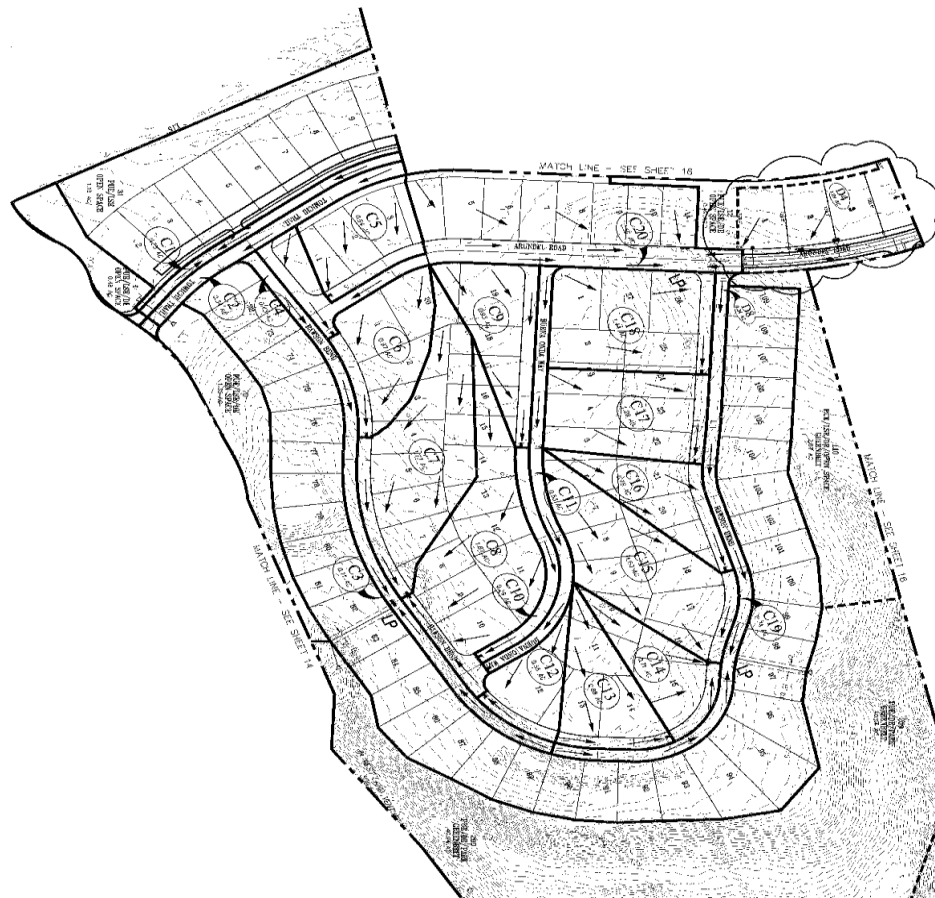


Exhibit C³



SCALE 1"=100'

LEGEND	
	PROPERTY BOUNDARY
	DRAINAGE AREA LABEL
	EXISTING CONTOUR MAJOR
	EXISTING CONTOUR MINOR
	FLOW ARROW
	HIGH POINT/LOW POINT

UPDATED LPO TANK SITE LOCATION,
PHASE 3-5 LAYOUT, AND LIFT STATION




SHEET 15 OF 22	JOB NAME PROJECT LAKEWAY HIGHLANDS PHASE 3 SEWER, DRAINAGE, WATER & WASTEWATER IMPROVEMENTS	SHEET SECTION 3, DRAINAGE AREA 'C'	DESIGNED BY JLP / VM	DRAWN BY JLP / VM	DATE NOVEMBER 2015	 Carlson, Brigs & Doering, Inc. <small>100 West Kilham, Carrollton, TX 75006 Phone 972.372.2800 Fax 972.372.2801</small>
-------------------	--	---------------------------------------	-------------------------	----------------------	-----------------------	---

Exhibit C⁴

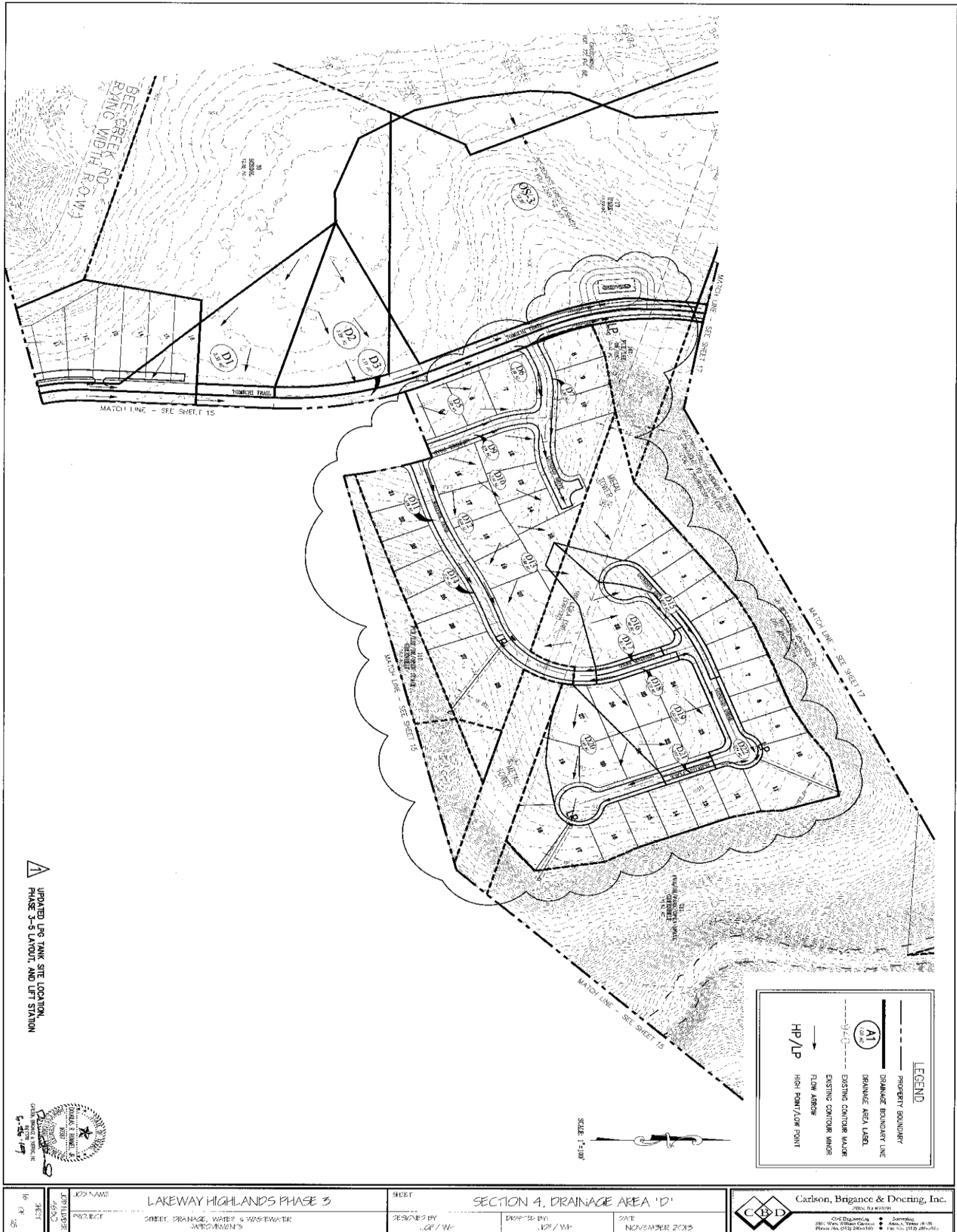


Exhibit C⁵

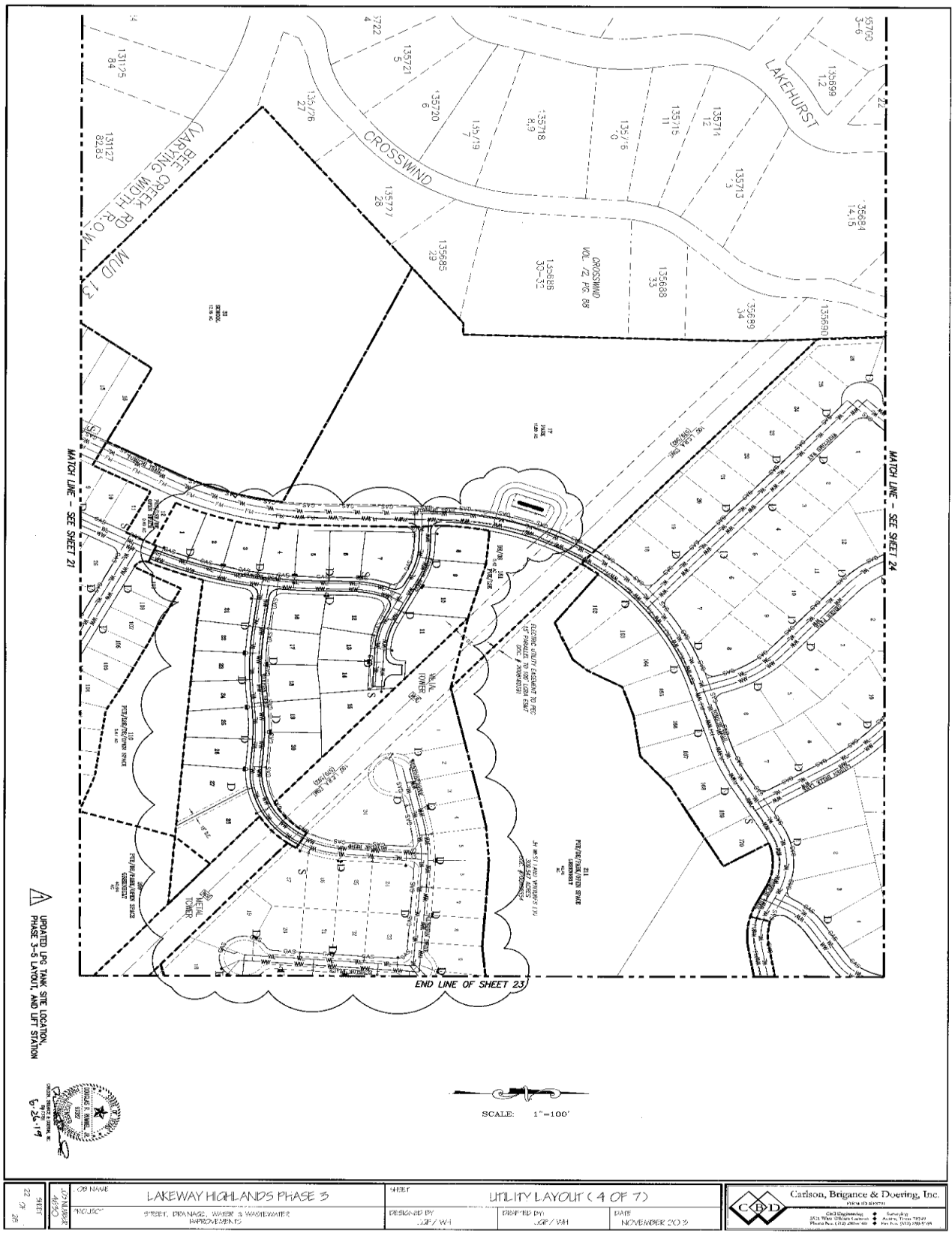
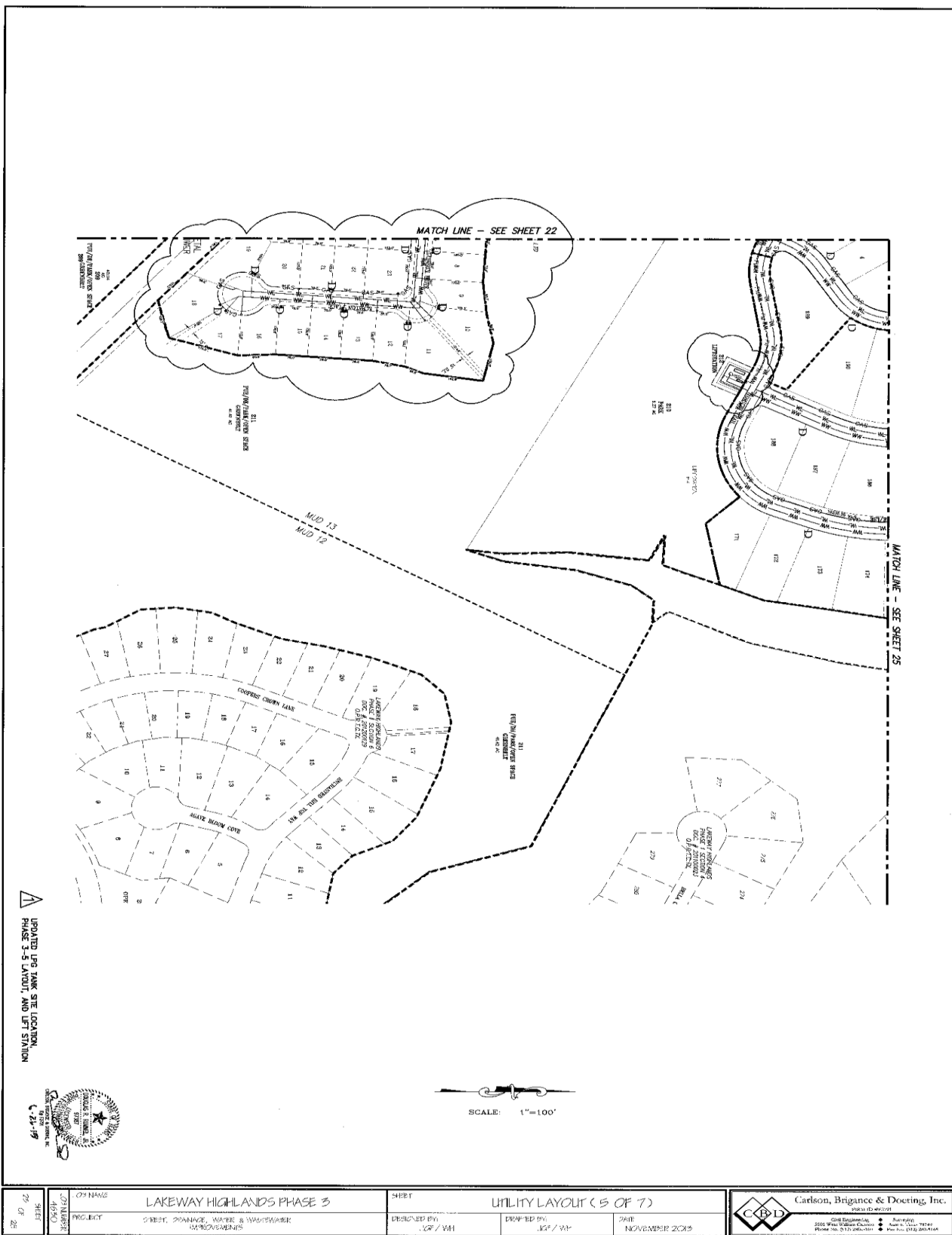


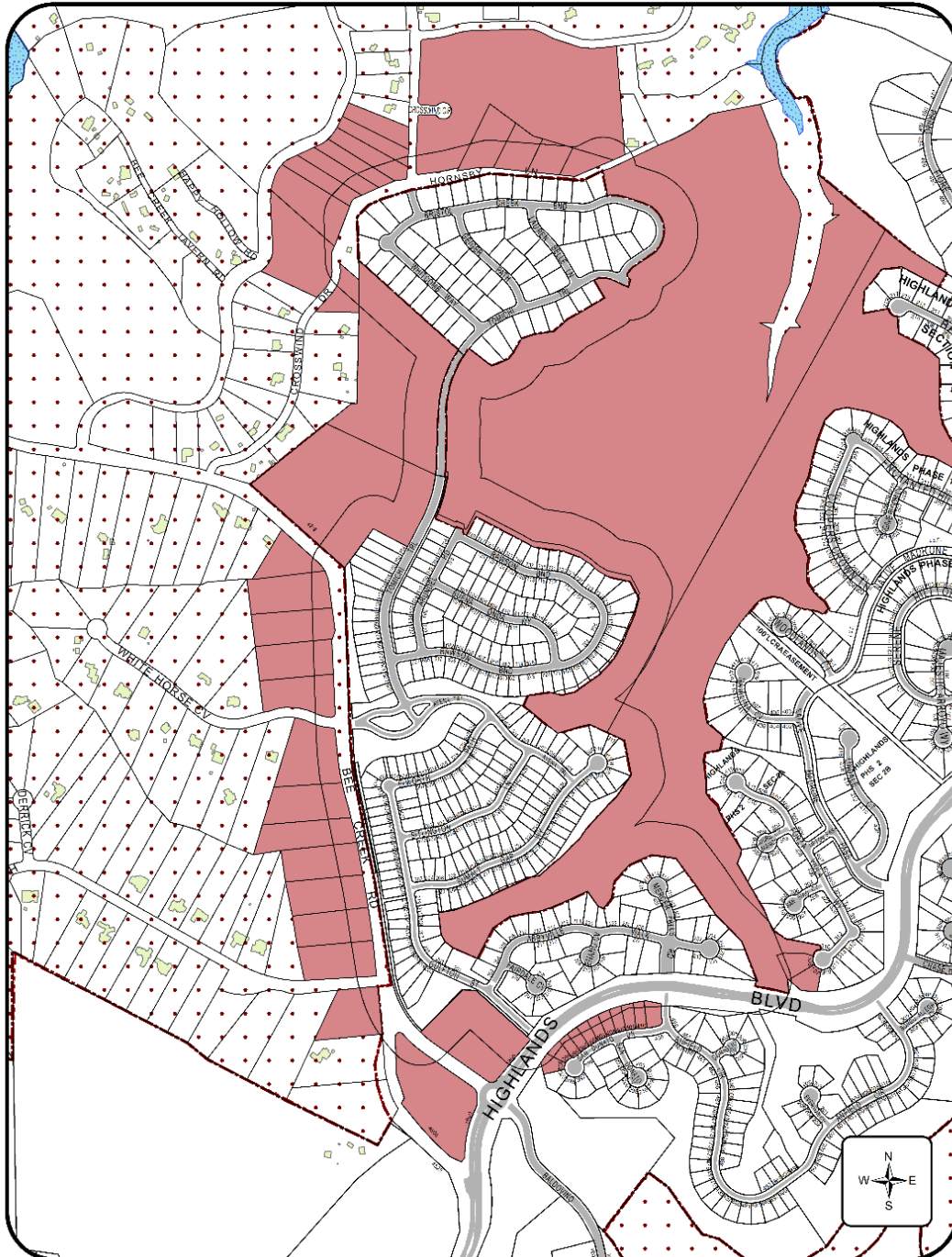
Exhibit C⁶



Notification Area Map

● 200' Notification Area

LAKEWAY HIGHLANDS, PHASE 3



Public Notice

For Publication in the Statesman July 22, 2019

**NOTICE OF PUBLIC HEARINGS
CITY OF LAKEWAY
ZONING & PLANNING COMMISSION
CITY COUNCIL**

Notice is hereby given that public hearings will be held by the **Zoning and Planning Commission** on **August 7, 2019 at 9:15 AM** and **City Council** on **August 19, 2019 at 6:30 PM**. Both meetings will be held in City Hall located at 1102 Lohmans Crossing Road, City of Lakeway, Texas, at which time all persons wishing to do so will be allowed to speak for or against the following agenda item:

A request from Carlson, Brigance and Doering, the agent for the owner of approximately 299.2 acres of land east of Bee Creek Road between Highlands Boulevard and Bee Creek Road, for approval of a revision to the previously approved Preliminary Plan for Lakeway Highlands Phase 3 including but not limited to the relocation of the propane tank and lift station and amendment of the lot layouts.

Anyone wishing to present written statements or materials affecting the request stated above may submit such to the Building and Development Services Department located at 1102 Lohmans Crossing Road, City of Lakeway, Texas, prior to the meeting date. If you have any questions on the above notice, please contact the Building and Development Department at (512) 314-7540, Monday-Friday, 8 A.M. to 4:30 P.M.

ATTEST: Attested to this the 18th day of July, 2019.


Charlotte Hodges

Director of Building & Development Services

CERTIFICATE: I certify this notice of public hearing was posted on the bulletin boards of the City of Lakeway, Texas on this the 18th day of July, 2019.


Erin Carr

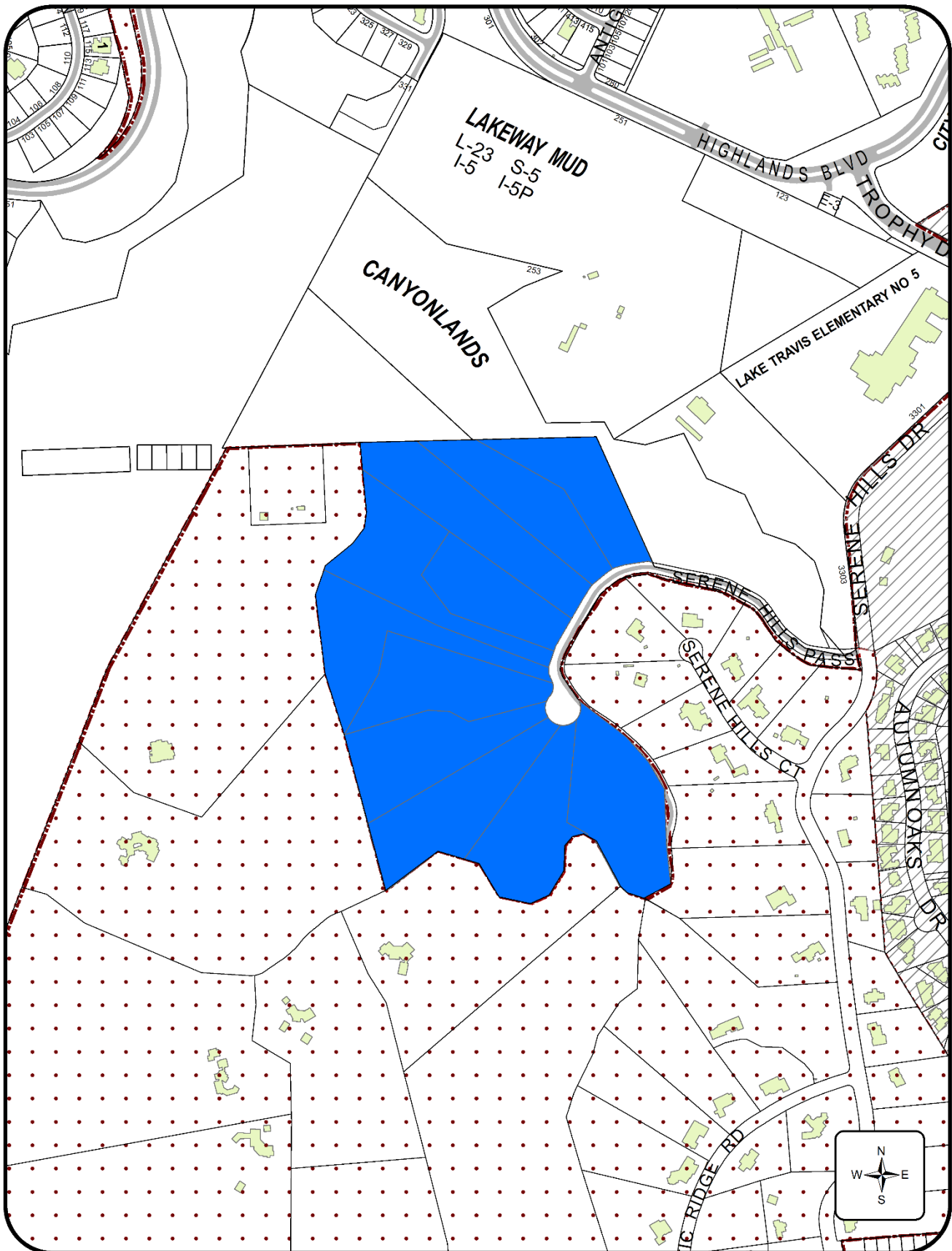
BDS Office Manager

Code Reference

Sec. 28.02.002 Preliminary plan

- (a) For all tracts of land, the subdivider shall submit a preliminary plan prior to submitting a final plat.
- (b) Short form final plats, amending plats and some replats may not require preliminary plans.
- (c) The preliminary plan must obtain the following approvals before a final plat can be accepted for review by the city:
 - (1) Administrative approval from city staff to ensure compliance with city ordinances.
 - (2) Recommendation for approval from the zoning and planning commission.
 - (3) Final approval from the city council.
- (d) Public hearings regarding the proposed preliminary plan must be held at both the zoning and planning commission meeting and at the city council meeting.
- (e) Approved preliminary plans are no longer valid after one (1) year from the time of city council approval if no progress towards completion of the project has been made. The zoning and planning commission may grant an extension of up to one (1) year upon written application from the developer detailing the proposed progression of the project. Additional extensions may be requested but shall require a recommendation from the zoning and planning commission and final approval from the city council.
- (f) For this section, further progress towards completion of a project is defined as being one or more of the following to be reviewed on an annual basis:
 - (1) Incurred costs associated with project development as proposed by the approved preliminary plan;
 - (2) Posting of fiscal security to ensure performance;
 - (3) Payment of utility connection fees for the project.

LAKEWAY ESTATES



Staff Report

AGENDA ITEM:

A request from Perales Engineering, LLC, the agent for the owner of approximately 46 acres located west of Serene Hills Court, for approval of a **variance** to Lakeway Municipal Code Section 28.09.003 (street standards) including but not limited to minimum road width.

BACKGROUND INFORMATION:

Lakeway Estates is a 46 acre tract of land located to the west of Serene Hills Drive and is situated just north of Serene Hills Court and south of Serene Hills Elementary. The subject tract's north property line is a common boundary with the City of Lakeway's Public Works Department and Canyonlands Park.

The property is zoned R-1 and the developer is proposing 11 single-family residential lots with access off of Madrone Canyon Estates drive. The proposed lots will range in size from 3-5 acres and provide for a 0.11 acre park that will be adjacent to City of Lakeway's Canyonlands Park.

In March, 2017 the developer was approved for the following variance:

Serene Hills Pass- Public Street, 50' ROW and 27' street width, curb and gutter.

Madrone Canyon Estates- Private street, 24' street width in most sections but down to 20' for the hairpin turn, ribbon curbing.

The developer is requesting approval of an amended variance to Section 28.09.003 to allow for Serene Hills Pass, now proposed as a private road, to be a minimum of 24' wide with ribbon curbing.

Per Section 28.09.003 (D), public streets require a minimum right-of-way width of 50 feet with two (2) lanes of pavement totaling a minimum width of 27 feet face-to-face of a standard 6-inch curb and 1-1/2-foot gutter. Private roadways are required to follow the specifications outlined for public streets.

ACTION REQUESTED:

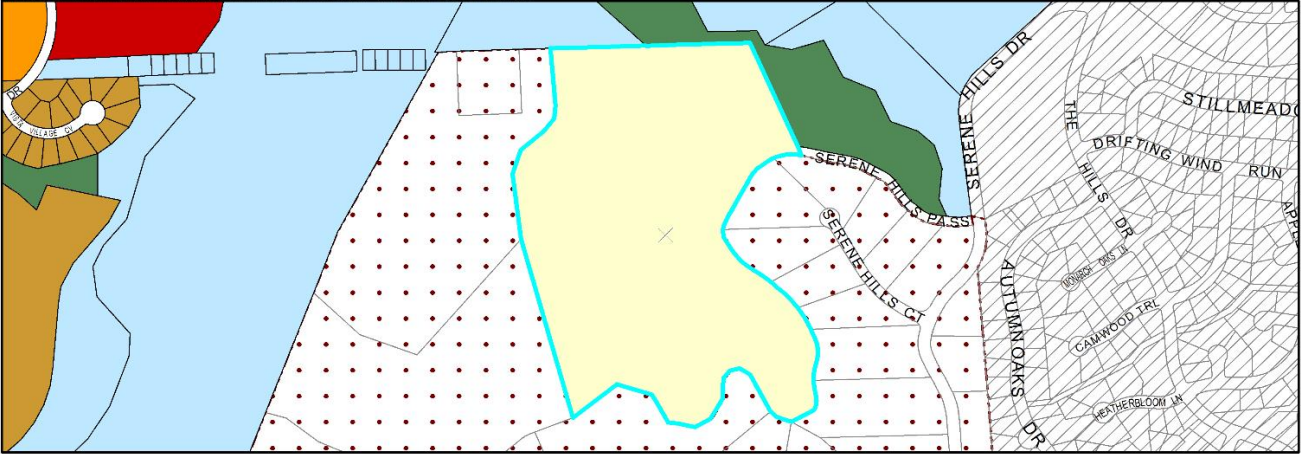
A determination regarding the variance request to reduce the minimum road width of Serene Hills Pass to 24' with ribbon curbing.

ATTACHMENTS

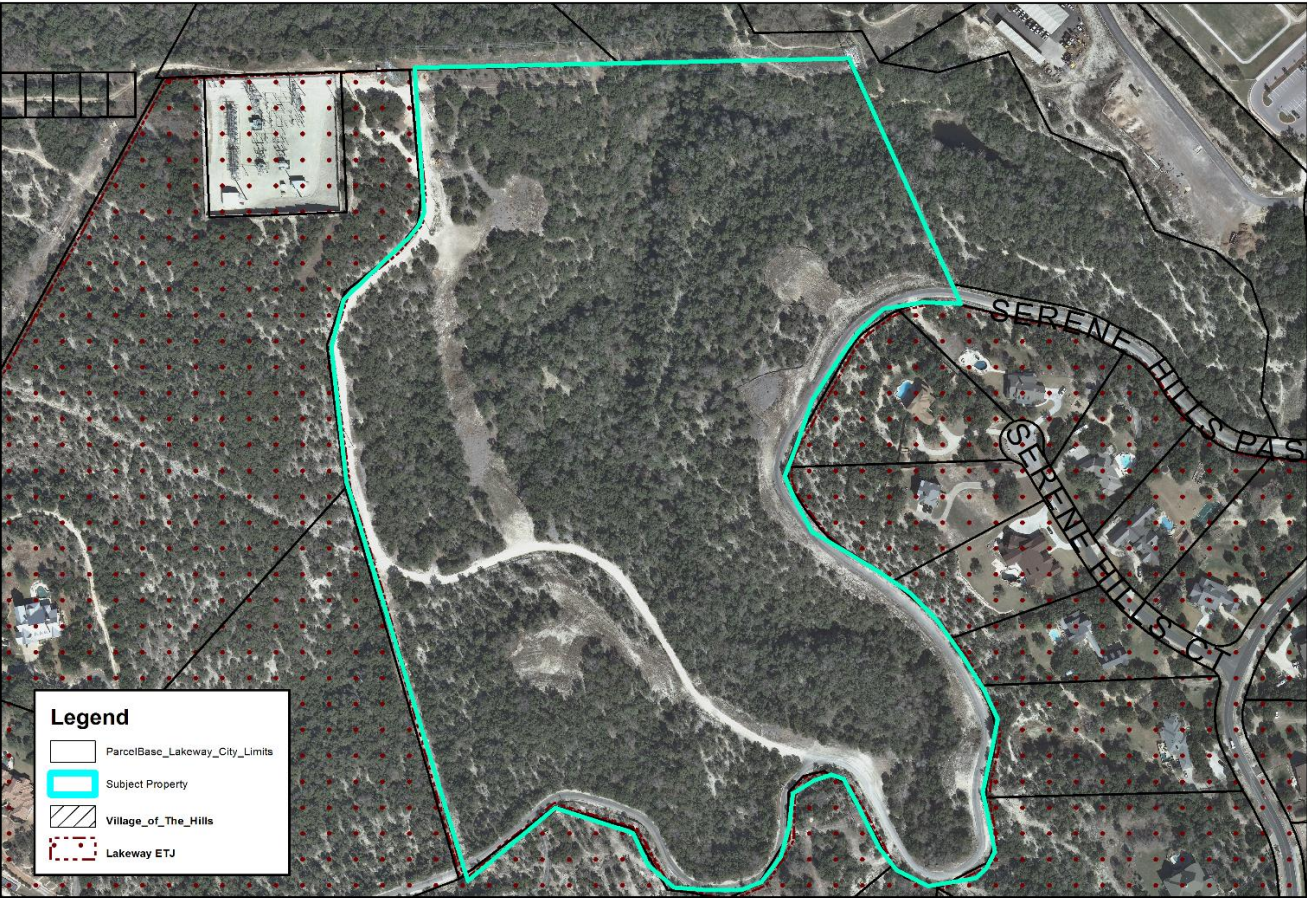
- Aerial and Zoning Map
- Application
- Exhibit(s)
- Notification Area Map
- Public Notice
- Code References

Aerial/ Zoning Map

"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."



CITY OF LAKEWAY
LAKEWAY ESTATES



Application



Building & Development Services
1102 Lohmans Crossing, Lakeway, TX 78734
Phone: (512) 314-7540 Fax: (512) 314-7541
www.lakeway-tx.gov

APPLICATION FOR VARIANCE

(CHECK ONE & INCLUDE SUPPORTING MATERIAL ON CHECKLIST)

☒ ZONING

☐ DEVELOPMENT

☐ BUILDING

☐ SIGN

ADDRESS OF PROPERTY: Serene Hill Pass		ACREAGE OF SITE: 48.01	
LEGAL DESCRIPTION (SUBDIVISION, SECTION, LOT NUMBER): ABS 818 SUR 79 WALDRON C W ACR 39.95 ABST/SUB ID A0821			
PROPERTY OWNER: LAKEWAY ESTATES LLC	CONTACT NAME: Pete Conklin	TELEPHONE: (737)333-8838	E-MAIL: pete@ilanddg.com
MAILING ADDRESS: 700 LAVACA ST STE 1401		CITY: Austin	STATE: TX
PROJECT ENGINEER FIRM: Perales Engineering LLC		CONTACT NAME: Jerry Perales, PE	E-MAIL: jperales@peraleseng.com
MAILING ADDRESS: 3102 Bee Caves Rd. Ste 201		CITY: Austin	STATE: TX
PROJECT FOR WHICH VARIANCE IS SOUGHT: LAKEWAY ESTATES		APPLICABLE SECTION/SUBSECTION OF ORDINANCE: Variance to Sec. 28.09.003(g) Private Streets	
SPECIFIC USE OF THE PROPERTY:		EXISTING USES OF ADJACENT PROPERTIES:	

SUBMITTAL VERIFICATION/INSPECTION AUTHORIZATION:

That I, as owner or duly authorized officer of the property hereinafter referenced, do hereby execute this document, acknowledge the above statements to be true and accurate to the best of knowledge, and understand that knowing and willful falsification of information will result in rejection of my application and may be subject to criminal prosecution. I have received, read and understand the terms and conditions of this request, and agree to compliance with all applicable codes and ordinances of the City. I authorize the City or their representatives to visit and inspect the property for which this application is being submitted.

APPLICANT SIGNATURE

Jerry Perales, PE

PRINTED NAME

07/23/2019

DATE

(FOR CITY USE ONLY)

PERMIT NUMBER:

AMOUNT RECEIVED:

NOTES:

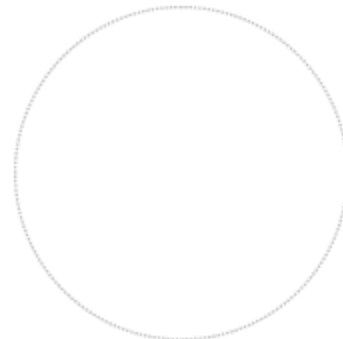


Exhibit A¹



PERALES ENGINEERING, LLC

Land Development and Environmental Consulting

May 21, 2019

Ms. Charlotte Hodge
Director of Building & Development Services
City of Lakeway
1102 Lohmans Crossing
Lakeway, TX 78734

RE: Lakeway Estates Variance Request Letter

Dear Ms. Hodge:

Please accept this letter as an updated request to our Planning Commission Variance granted March 1, 2017. The project site is located at Lakeway Estates - Serene Hills Dr. We have included a vicinity map for your convenience. The details of the variance granted are presented below:

Public Street – Serene Hills Pass has a proposed right of way width of 50' and a proposed street width of 27' from face of curb to face to curb. This will also be a curb and gutter section of roadway. The proposed ROW will vary slightly but only to the constraints of the topography and adjacent properties.

Private Street – Madrone Canyon Estates will have a 24' street width that will be outlined by concrete ribbon curb. Staff felt that due to the topography of the area that the placement a ribbon curb would be a better application than the placement of curb and gutter. In regards to the street width, a typical travel lane on a local street will range in width from 10 feet to 12 feet. The goal was to provide a 24' width to allow for 2-way traffic and sufficient access to emergency vehicles. As noted in the attachments there are a number of turn arounds located along Madrone Canyon Drive. These can be used for driveways but more importantly they can be used to provide sufficient area to turn emergency vehicles around. Staff supports the request to allow for a smaller street width and the used ribbon curb due to the uniqueness of the Madrone Canyon which runs through the proposed Lakeway Estates. The extreme topography within this development creates a hardship when trying to comply with the requirements of the Municipal Code. The low density (11 lots) also support the narrow streets which can also provide for a safer street. A narrower street tends to slow traffic down. Approving this variance would not be detrimental to surrounding properties and would not safety concerns for the public. Lake Travis Fire and Rescue have reviewed the preliminary plan and are in agreement with the proposed development.

The purpose of the variance request has been to reduce the width of the proposed right-of-way, according to Code 28.09 .003 (D), the right-of- way needs to be 50-feet wide (50'). With the development of the construction documents to design and build the roadway we have

3201 Bee Cave Road, Suite 201
Austin, Texas 78746

512.297.5019
jperales@peraleseng.com



PERALES ENGINEERING, LLC

Land Development and Environmental Consulting

encountered further physical site and budgetary restraints restricting construction of the Public Street as described in the approved variance language.

We would like to propose that the site be developed as a residential subdivision with all private streets as described in the approved variance language, keeping Serene Hills Pass a Private Street.

The circumstances supporting the granting of the variance are not the result of a hardship created or imposed by the applicant. In addition, the granting of the variance will not be injurious to the public health, safety or welfare.

If you would like to discuss this request further or need additional information, please don't hesitate to contact our office. We look forward to working with you and your team on this project.

Sincerely,

Jerry Perales, PE
President

Exhibit B

Jerry Perales, P.E.

From: Brent Meisenheimer <bmeisenheimer@ltfr.org>
Sent: Tuesday, January 29, 2019 4:13 PM
To: Jerry Perales, P.E.
Cc: Kyle Stanbrough; Michael Jones
Subject: Re: Lakeway Estates, Serene Hills Drive

All roads must be at least 25 feet wide, including Serene Hills Pass. That is what I tried to convey in my previous emails when I stated "LTFR does informally approve of this preliminary plan with the understanding that the roads are all at least 25 feet wide".

The fire code states that all fire apparatus access roads be at least 25 feet wide. Fire apparatus access roads are defined as all roadways from the fire station to the location of a structure.

Thanks,

*Brent Meisenheimer
Lake Travis Fire Rescue
512-410-0001*

Exhibit C

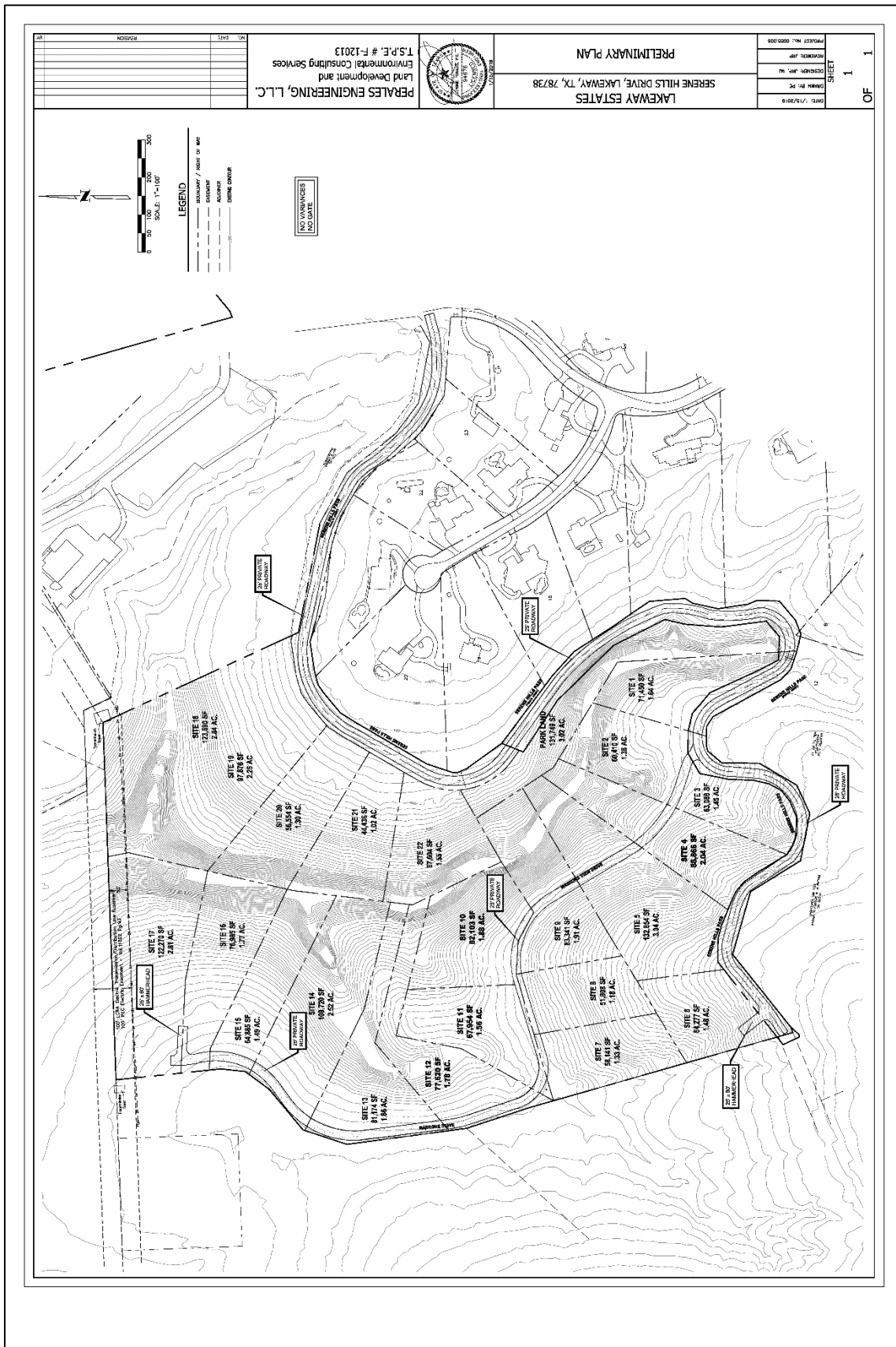
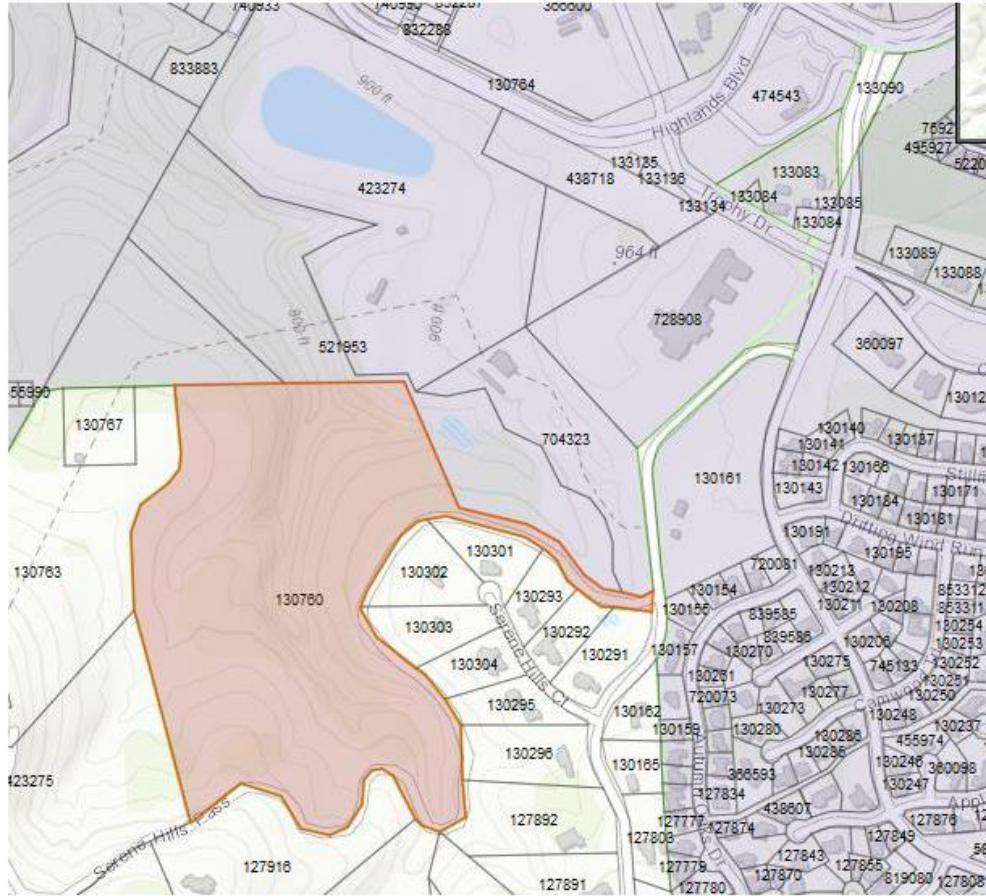


Exhibit D

Location: Serene Hills Drive, Texas 78738

Legal Description: ABS 818 SUR 79 WALDRON C W ACR 39.95

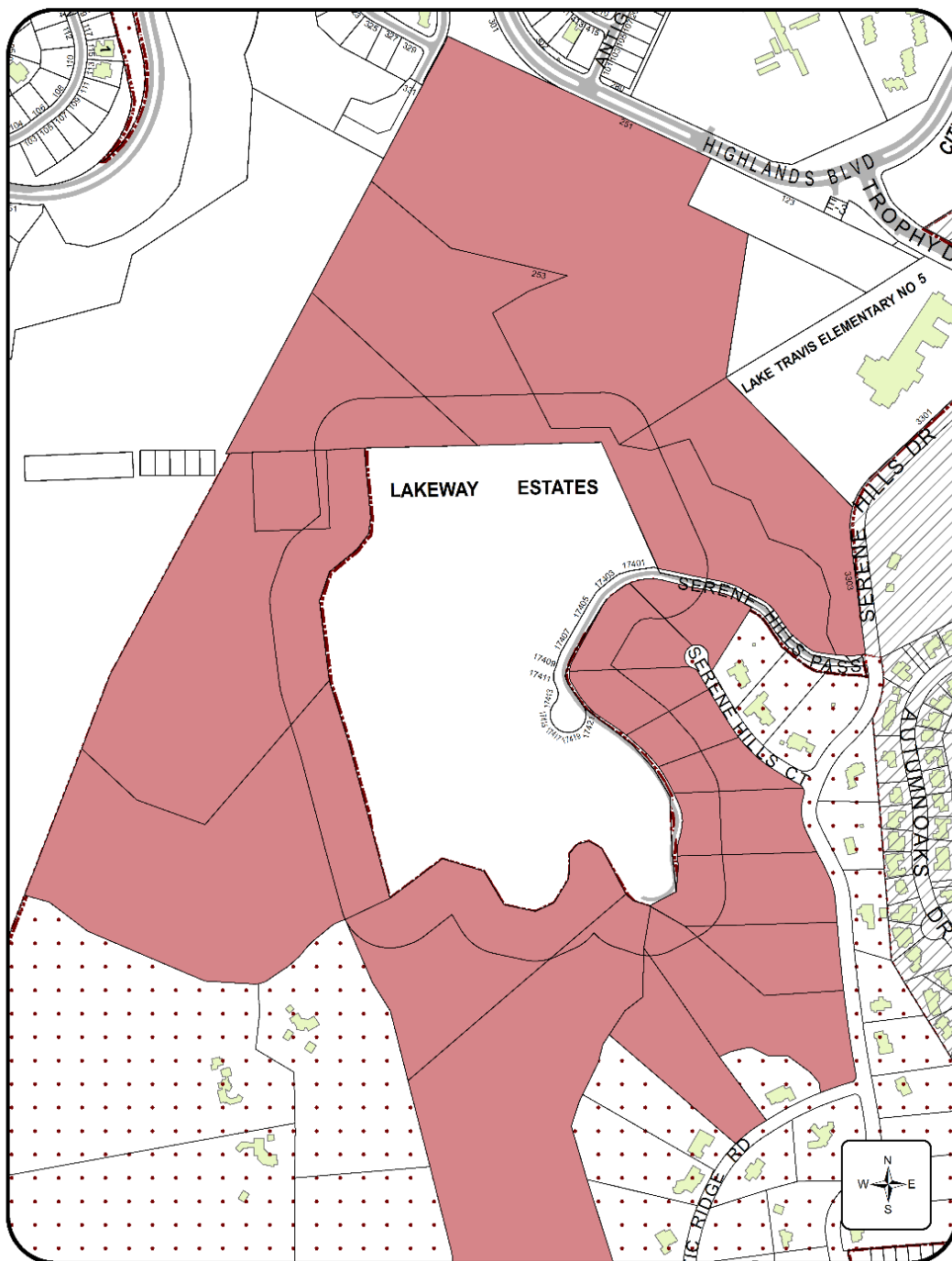
Parcel ID's: 130760/0134870105



Notification Area Map

 200' Notification Area

LAKEWAY ESTATES



Public Notice

For Publication in the Statesman July 23, 2019

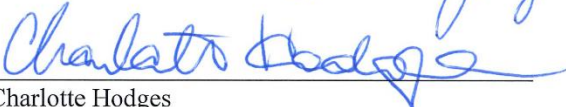
**NOTICE OF PUBLIC HEARINGS
CITY OF LAKEWAY
ZONING & PLANNING COMMISSION**

Notice is hereby given that public hearings will be held by the **Zoning and Planning Commission** on **August 7, 2019 at 9:15 AM**. The meeting will be held in City Hall located at 1102 Lohmans Crossing Road, City of Lakeway, Texas, at which time all persons wishing to do so will be allowed to speak for or against the following agenda item:


A request by Perales Engineering, LLC, the agent for the owner of approximately 46 acres located west of Serene Hills Court, for approval of a variance to Lakeway Municipal Code Section 28.09.003 (street standards) including but not limited to minimum road width.

Anyone wishing to present written statements or materials affecting the request stated above may submit such to the Building and Development Services Department located at 1102 Lohmans Crossing Road, City of Lakeway, Texas, prior to the meeting date. If you have any questions on the above notice, please contact the Building and Development Department at (512) 314-7540, Monday-Friday, 8 A.M. to 4:30 P.M.

ATTEST: Attested to this the 22nd day of July, 20 19.


Charlotte Hodges
Director of Building & Development Services

CERTIFICATE: I certify this notice of public hearing was posted on the bulletin boards of the City of Lakeway, Texas on this the 22nd day of July, 20 19.


Erin Carr
BDS Office Manager

Code Reference^{1.1}

Sec. 28.09.003 Streets

(a) Street layout.

(1) The subdivider shall provide adequate streets for the proposed subdivision. The arrangement, character, extent, width, grade, and location of each street shall be considered in its relation to existing and planned streets, topographical conditions and public safety and convenience. Each street shall also be considered in its appropriate relationship to the proposed uses of land to be served by such street.

(2) The subdivider shall provide additional subdivision access to and from public streets as deemed necessary by the city for reasons of health and public safety.

(b) Relation to adjoining street system.

(1) The city shall require the developer to dedicate additional right-of-way as determined by the city and the county and to construct or improve that portion of existing streets, including all underground utilities, bordering, abutting, or within a proposed subdivision.

(2) Where necessary to the neighborhood pattern, existing streets in adjoining areas shall be continued and shall be constructed in accordance with the dimensional requirements and construction standards of this chapter.

(3) The city may require the developer to construct or improve portions of existing streets which do not border or abut a proposed subdivision but are clearly affected by it based on the findings of an applicable traffic impact analysis.

(c) Projection of streets.

(1) Where adjoining areas are not subdivided, the arrangement of streets in the subdivision shall make provision for the proper projection of streets into such unsubdivided areas.

(2) Where adjoining areas are subdivided, the arrangement of streets in the subdivision shall make provision for the proper projection of streets into such previously subdivided areas.

Code Reference^{1,2}

(d) Street intersections. Street intersections shall be as nearly at right angles as practicable, giving due regard to terrain and topography. A minimum 10 foot by 10 foot visibility easement triangle shall be provided at the intersection of all street rights-of-way.

(e) Cul-de-sacs.

(1) Dead-end streets shall be provided with a cul-de-sac. Streets that are stubbed out for a future extension shall provide a temporary turnaround as approved by the city.

(2) In general, cul-de-sacs shall not exceed 1,200 feet in length, and shall have a circular turnaround based on the following standards:

(A) For single-family areas, a paved turnaround of at least 100 feet in diameter and a right-of-way of 130 feet in diameter.

(B) For nonresidential and multifamily areas, a paved turnaround of at least 120 feet in diameter and a right-of-way of 150 feet in diameter.

(3) If a cul-de-sac of greater than 1,200 feet is approved to be constructed in a single-family area due to environmental and topographical constraints, the cul-de-sac shall be classified and constructed as a residential collector and shall have a paved circular turnaround of at least 120 feet in diameter and a right-of-way of 150 feet in diameter. No cul-de-sac shall exceed 3,000 feet.

(f) Eyebrows.

(1) “Eyebrow” corners may only be allowed on a looped local residential street.

(2) The minimum centerline radius for the eyebrow shall be 72 feet.

(3) From the point of intersection of the centerlines of the street sections leading into the turn, the radius to the right-of-way shall be 55 feet and the radius to the edge of pavement shall be 35 feet.

(4) The return radius of the eyebrow shall be 55 feet.

(5) The interior angle of the eyebrow shall be between 80 and 100 degrees.

Code Reference^{1,3}

(g) Private streets.

- (1) All private streets shall conform to the same standards as set out herein for public streets. Private streets shall not be included to meet minimum lot sizes.
- (2) All private streets shall also be considered as drainage and public utility easements. Public access easements may be required by the city.
- (3) Speed limits for private streets shall be set according to the American Association of State Highway and Transportation Officials (AASHTO) standards.
- (4) Gated communities are not permitted.

(h) Public streets.

- (1) Guidelines for geometric design shall follow the current American Association of State Highway and Transportation Officials (AASHTO) "Geometric Design of Highways and Streets" unless otherwise specified by the city engineer.
- (2) Reinforced concrete curb and gutter is required on all newly constructed streets along lines and grades approved by the city.
- (3) Unless otherwise specified by the city or the emergency services district, the maximum allowable grade for a local street shall be 15% and the maximum allowable grade for collector streets shall be 10%.
- (4) The city reserves the right to require additional right-of-way, pavement width, median width, turn lanes and/or sidewalks beyond those listed within this chapter. Streets shall be classified and have pavement widths and rights-of-way as follows:
 - (A) State highway. For the purposes of the city, a state highway shall be defined as those highways that have been and may in the future be so designated by the Texas Department of Transportation. This classification of street carries most of the trips entering and leaving the urban area, as well as most of the through movements bypassing the city.

Code Reference^{1.4}

(B) Regional arterial. For the purposes of the city, a regional arterial shall be defined as those high volume streets providing a link to different local urban areas. This classification of street is typically owned and maintained by the Texas Department of Transportation.

(i) The minimum right-of-way and paving section shall meet the requirements of the Texas Department of Transportation, unless otherwise specified by the city.

(C) Collector. A collector shall be defined as a street that provides primary access between local streets, other collectors and/or commercial developments. On-street parking is not permitted. Single-family residential driveway connections are not permitted.

(i) Collector, 2-Lane Undivided (C2U). A minimum right-of-way width of 60 feet with two (2) lanes of pavement totaling a minimum width of 30 feet face-to-face of a standard 6-inch curb and 1-1/2-foot gutter.

(ii) Collector, 2-Lane Divided (C2D). A minimum right-of-way width of 80 feet with two (2) lanes of pavement and a minimum 16-foot median (one lane on each side of the median). Each side shall have a minimum pavement width of 15 feet face-to-face of a standard 6-inch curb and 1-1/2-foot gutter.

(iii) Collector, 4-Lane Divided (C4D). A minimum right-of-way width of 100 feet with four (4) lanes of pavement and a minimum 16-foot median (two lanes on each side of the median). Each side shall have a minimum pavement width of 24 feet face-to-face of a standard 6-inch curb and 1-1/2-foot gutter.

(D) Local. A local street shall be defined as a low-volume, low-speed street that provides residential access to a collector without being continuous through several districts. It requires a minimum right-of-way width of 50 feet with two (2) lanes of pavement totaling a minimum width of 27 feet face-to-face of a standard 6-inch curb and 1-1/2-foot gutter.

(i) Street names.

(1) Names of new streets must be acceptable to the city and shall not duplicate or cause confusion with the names of existing streets, unless the new streets are a continuation of or in alignment with existing streets, in which case names of existing streets shall be used.

Code Reference^{1.5}

- (2) All proposed street names shall be approved by Austin 911 addressing prior to city approval.
- (3) Streets in the city shall not be named after individuals.
- (j) Street signs. Street signs, traffic-control signs, and pavement markings shall be furnished and installed at the subdivider's expense within and/or abutting the subdivision. Such signs shall be of a type approved by the city and shall be installed in accordance with the standards of the city and the current Manual on Uniform Traffic Control Devices (MUTCD).
- (k) Local street construction standards. All dedicated streets within a new subdivision shall consist of a base with an asphalt surface or reinforced concrete pavement. Streets shall be constructed in accordance with the City of Austin's standard specifications and details unless otherwise specified by this chapter or by the city engineer.
 - (1) Alternative surfaces. Alternative street pavement strips at intersections (crosswalks) and selected utility facility locations may be submitted for consideration to the city. Alternative pavement strips may consist of hand-laid paving blocks specifically designed for moderate- to high-speed traffic loadings and shall be segregated from adjoining pavement surfaces through the installation of a reinforced concrete ribbon.
- (l) Collector street construction standards. Design standards for collector streets shall be in accordance with the minimum requirements as shown in a pavement design and geotechnical report, based on borings taken along the streets and approved by the city. The geotechnical report shall be prepared by a licensed professional engineer registered in the state utilizing the street classifications in this chapter.
- (m) Sidewalks.
 - (1) Sidewalks six (6) feet wide shall be installed along both sides of all collectors.
 - (2) In order to facilitate pedestrian access from the streets to schools, parks, playgrounds, open space corridors or other nearby streets, the city may require that sidewalks a minimum of four (4) feet wide be installed along one or both sides of all local streets.
 - (3) Sidewalks shall not immediately abut streets and shall be separated from the street surfaces by a minimum of four (4) feet unless otherwise approved by the city engineer.

Code Reference^{1.3}

(n) Recreational lanes. Recreational lanes may be required for particular subdivisions. The addition of recreational lanes to a subdivision may increase the amount of right-of-way required on certain streets in order to accommodate the lanes.

Code Reference²

Sec. 28.12.001 Standards for approval

(a) General.

- (1) Waivers and variances may be granted only when in harmony with the general purposes and intent of this chapter so that public health, safety and welfare may be secured and substantial justice done.
- (2) Pecuniary hardship to the subdivider or developer, standing alone, shall not be deemed to constitute undue hardship.
- (3) No waiver or variance shall be granted if it would provide the applicant with any special privileges not enjoyed by owners of other similarly situated property with similarly timed development.

(c) Variances. Variances to the provisions of this chapter may be granted if the variance meets all of the following requirements:

- (1) A special individual reason makes the strict application of this chapter impractical.
- (2) There are special circumstances or conditions affecting the land involved such that the strict application of the provisions of this chapter would deprive the applicant of the reasonable use of his land.
- (3) The applicant will incur specific hardships should the variance not be granted.
- (4) The modification is in conformity with the intent and purpose of this chapter.
- (5) The granting of the variance will not be detrimental to the public health, safety, or welfare, convenience or injurious to the property in the area.
- (6) The granting of the variance will not create the probability of harmful environmental consequences.
- (7) The variance will not negatively impact traffic conditions.
- (8) The granting of the variance will not have the effect of preventing the orderly development of other land in the area in accordance with the provisions of this chapter.

3313 RANCH ROAD 620 SOUTH





Meeting Date: 08/07/2019

Charlotte Hodges, BDS Director

Staff Report

AGENDA ITEM:

A request from Posh Permanent Makeup, the agent for the owner of the property located at 3313 RR 620 South, Suite 200, for a **Special Use Permit to operate a beauty salon** providing esthetician services.

BACKGROUND INFORMATION:

The subject property is zoned C-1 (Office/Retail). The applicant is seeking approval of a Special Use Permit in hopes of opening a new beauty salon that focuses on services such as waxing and permanent makeup.

Because the property is located less than 300 feet from residentially zoned property, a Special Use Permit is required for this proposed use.

ACTION REQUESTED:

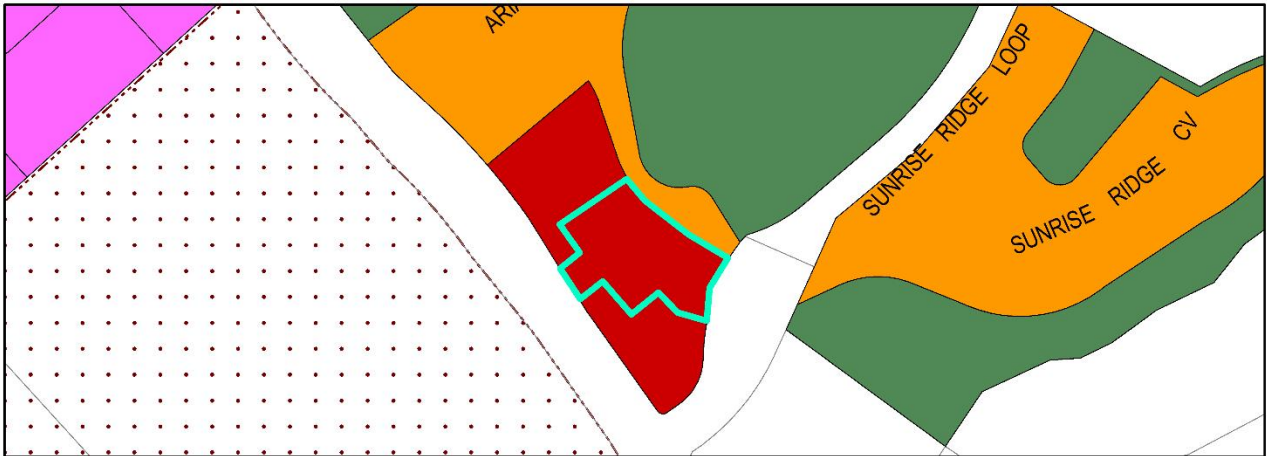
ZAPCO recommendation to City Council regarding a Beauty Salon Use Special Use Permit at 3313 RR 620 South, Suite 200.

ATTACHMENTS

- Aerial and Zoning Map
- Application
- Exhibit(s)
- Notification Area Map
- Public Notice
- Code Reference

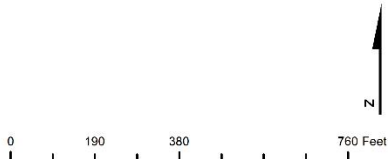
Aerial/ Zoning Map

"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."



CITY OF LAKEWAY

3313 RANCH ROAD 620 SOUTH



Legend

- Subject Property
- Village_of_The_Hills
- Lakeway ETJ

Application



Building & Development Services
1102 Lohmans Crossing, Lakeway, TX 78734
Phone: (512) 314-7540 Fax: (512) 314-7541
www.lakeway-tx.gov

APPLICATION FOR SPECIAL USE PERMIT

(INCLUDE NECESSARY SUPPORTING MATERIAL)

ADDRESS OF PROPERTY: 3313 620 S, Suite 200, Lakeway TX 78738		ACREAGE OF SITE: Less than 1 acre	
LEGAL DESCRIPTION (SUBDIVISION, SECTION, LOT NUMBER): [The Enclave at Alta Vista, Cavalier Crossing] 3313 Ranch Road 620 South Austin, Texas 78738		CURRENT ZONING: C-1	
PROPERTY OWNER FIRM: GCE Ventures, LLC	CONTACT NAME: Mike Evertt	TELEPHONE: 512-970-0498	E-MAIL: mike@gceventures.com
MAILING ADDRESS: 2220 Lakeway Blvd Suite 210		CITY: Lakeway	STATE: TX
APPLICANT FIRM: Posh Permanent Makeup, LLC		CONTACT NAME: Brian Soldato	E-MAIL: info@poshpermanentmakeup.com
MAILING ADDRESS: 23801 Oscar Road		CITY: Spicewood	STATE: TX
PROJECT NAME FOR WHICH SPECIAL USE PERMIT IS SOUGHT: Beauty Salon		REQUESTED DURATION: 5 years or longer	
PROPOSED USE OF PROPERTY FOR WHICH SPECIAL USE PERMIT IS SOUGHT: To provide esthetician services such a waxing, eyebrow, lash and facial services.			

SUBMITTAL VERIFICATION/INSPECTION AUTHORIZATION:

As the applicant named above, my signature attests to the fact that the attached application package is complete and accurate to the best of my knowledge. I understand that City Staff review is dependent upon the accuracy of the information provided and that any inaccurate or inadequate information provided may delay the review of this application. I further understand that **plans submitted without an engineer's and/or surveyor's seal will not be accepted for review and that City Staff review time may take up to four weeks per review.** In addition, as the owner or authorized agent, my signature authorizes the City Staff or their representatives to visit and inspect the property for which this application is being submitted.



APPLICANT SIGNATURE

Brian Soldato

PRINTED NAME

07/12/2019

DATE

(FOR CITY USE ONLY)

PERMIT NUMBER:
19001127

AMOUNT RECEIVED:
250-

NOTES:




Exhibit A¹



23801 Oscar Road, Spicewood, TX 78669 | (512) 900-2313 | info@poshpermanentmakeup.com

07/12/2019

Building & Development Services
1102 Lohmans Crossing
Lakeway, TX 78734

Dear Building & Development Services:

Posh Permanent Makeup, LLC is a beauty salon providing esthetician services.

We are currently looking to expand our business at a new location in the City of Lakeway at 3313 620 S, Suite 200, Lakeway Texas 78738.

We will not be modifying the space however per the City of Lakeway ordinance a special use permit is required for any beauty salon looking to operate within C-1 property that abuts a residentially zoned property.

3313 620S abuts a small section of 3309 620S (Enclave at Alta Ridge North) which is zoned as a R-5 property hence our application for a special use permit.

If you should have any question or concerns, please feel free to contact me at (512) 900-2313.

Regards,

A handwritten signature in black ink, appearing to read "Brian Soldato", written in a cursive style.

Brian Soldato
President
Posh Permanent Makeup, LLC

Exhibit A²



23801 Oscar Road, Spicewood, TX 78669 | (512) 900-2313 | info@poshpermanentmakeup.com

07/18/2019

Building & Development Services
1102 Lohmans Crossing
Lakeway, TX 78734

RE: Reexamination Request 19001127

Dear Building & Development Services:

You recently requested the following:

1. Provide a full list of services that will be provided.
2. Provide the hours of operation.
3. Brochure of services

Services we provide are as follows.

1. Facial Waxing
2. Facials
3. Lash Extension
4. Eyebrow and Lash tint
5. Microblading
6. Corrective procedures and removal of permanent makeup
7. Lymphatic drainage massage

We have included our brochure which will provide you with detail of each service.

Our hours will be Monday through Friday 10AM to 7PM and Saturday 9AM to 3PM.

Exhibit A³

If you should have any question or concerns, please feel free to contact me at (512) 900-2313.

Regards,



Brian Soldato
President
Posh Permanent Makeup, LLC



FAQS

WHAT DOES A PROCEDURE INVOLVE?

Your first step will be to make an appointment for a consultation to discuss your needs and the procedures which you are interested in. Agata will discuss the shape which would be most flattering and natural for your face as well as the color which will harmonize with your skin's undertones. Agata is an artist and is very skilled at blending pigment for a client's skin tone. She will show you some before and after photos to give you an idea of how the procedure can transform and give youth to your facial features. Before get your procedure done, please read the pre-care and after-care recommendations.

WOULD LIKE TO KNOW ABOUT OUR REFERRAL PROGRAM AND MEMBERSHIP PLANS?

At Posh we offer a referral program where more friends you refer the more you WIN! We also make sure our POSH Clients get the best price for our services. Ask our team!



WAKEUP WITH MAKEUP



GET IN TOUCH





posh. SERVICES



512-251-4170



info@poshpermanentmakeup.com



Hill Country Galleria 12700
HILL COUNTRY BLVD., SUITE S-121
BEE CAVE, TX 78738

Agata Soldatois the founder of Posh PMU Studio and Nouveau Contour Microblading Master Trainer.

www.poshpermanentmakeup.com

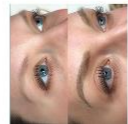
MEET OUR TEAM

AGATA SOLDATO is the founder of Posh PMU Studio and Nouveau Contour Microblading Master Trainer. She created the Flow Brows technique. A easy way to combine Microblading with Shading is a perfect combination for any eyebrow pattern.

Lanie is a Pro Artist, specializing and certified in ombré brows. Her vibrant energy creates stunning eyebrows. Robyn is a Master Wax Technician with more than 15 years of experience. Her expertise is Brazilian Wax. No pain - fast service! Alma Nallely is a Master in Facials. With more than 10 years of experience she can give you the best results in just one session. She offers more than 20 facials treatments.

OUR SERVICES

MICROBLADING



Microblading is a semi-permanent makeup procedure whereby hair like incision strokes are created along the eyebrow to attempt to either enhance, reshape or create a natural looking appearance on the brows. Microblading is a 2 step process.

MICROSHADING



This technique is a combination of Microblading and Shading.

SHADING/OMBRE



This technique differs from Microblading in that we create a misty, powder filled brow similar to the look of makeup, as opposed to simulated hair strokes. The tails of the brow are darker, and fade into a light start to the brow, giving that perfect ombre makeup effect.

CORRECTION



We offer a package to our clients to get fix those old permanent makeup or bad microblading done with somebody else. Will be included removal with a new eyebrow procedure and touch up.



BLUSHED LIPS



It is a semi-permanent makeup procedure that achieves a natural color and fuller lips.

EYELINER/SMOKEY LINER



Semi-permanent makeup that achieves perfect cat eyeliner or just lash enhance.

WHY POSH?



Ágata strived to choose a unique name that makes people feel precious, fancy and glam hence POSH.

EYELASH EXTENSION



CLASSIC: Those lashes are perfect for clients who already have a lot of lashes, but want to add more length. Classic lashes look more natural.

MIX: This is a mix of Volume Lash Extensions and Classic Lash Extensions. The effect is a textured look and is a great option if you're a classic wearer and just want that little bit more from your set.

VOLUME: Those lashes are lighter, fluffier and give the client a fuller look. Volume lashes are perfect for clients who don't have a lot of lashes, have sparse lashes, bald spots or just want a more dramatic look without having to use a thicker lash.

EYEBROW/LASH TINT



Tint lasts two to three weeks. Custom-blended color with your desire.

FACIAL WAX



We work with "Real Brazilian Wax". The best wax is the marketing.

- Eyebrow;
- Lip;
- Nose;
- Full Face;

FACIALS



Advanced skin care services are customized to meet your individual goals, needs and skin type.

Our facials services are deep pore cleansing facial, chemical peels, microdermabrasion, hydrfacial, dermaplaning, BBglow, skin tightening, facial packages and others.

LYMPHATIC DRAINAGE MASSAGE



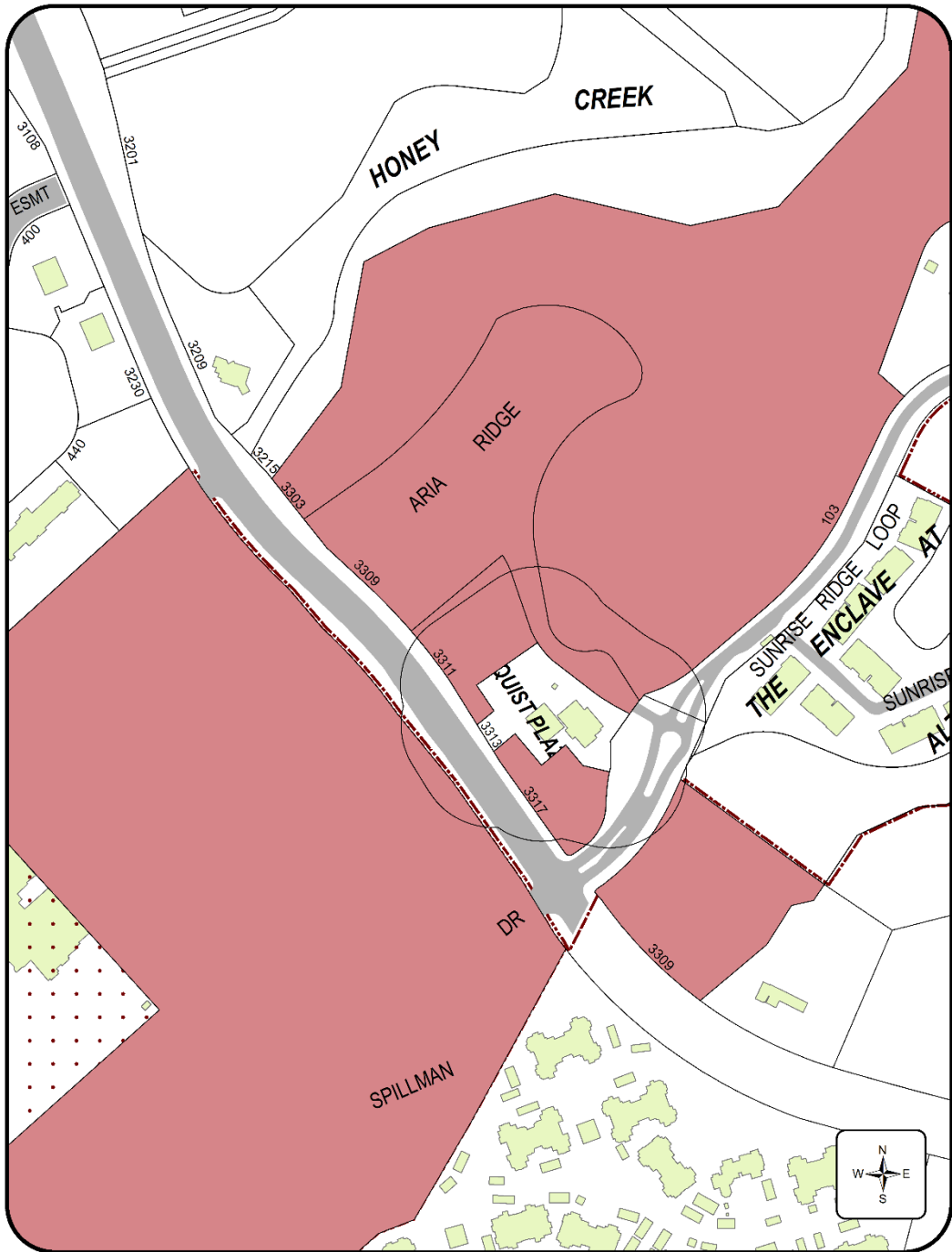
Lymph drainage massages can help to regenerate tissues to reduce scarring at surgical incision sites.

Benefits: reduce swelling, detoxify the body, improve circulation, sculpt your muscles.

Notification Area Map

● 200' Notification Area

3313 RANCH ROAD 620 SOUTH



Public Notice

For Publication in the Statesman July 26, 2019

**NOTICE OF PUBLIC HEARINGS
CITY OF LAKEWAY
ZONING & PLANNING COMMISSION
CITY COUNCIL**

Notice is hereby given that public hearings will be held by the **Zoning and Planning Commission** on **August 7, 2019 at 9:15 AM** and **City Council** on **August 19, 2019 at 6:30 PM**. Both meetings will be held in City Hall located at 1102 Lohmans Crossing Road, City of Lakeway, Texas, at which time all persons wishing to do so will be allowed to speak for or against the following agenda item:

A request from Posh Permanent Makeup, the agent for the owner of the property located at 3313 RR 620 South, Suite 200, for a Special Use Permit to operate a beauty salon providing esthetician services.


Anyone wishing to present written statements or materials affecting the request stated above may submit such to the Building and Development Services Department located at 1102 Lohmans Crossing Road, City of Lakeway, Texas, prior to the meeting date. If you have any questions on the above notice, please contact the Building and Development Department at (512) 314-7540, Monday-Friday, 8 A.M. to 4:30 P.M.

ATTEST: Attested to this the 24th day of July, 20 19.



Charlotte Hodges
Director of Building & Development Services

CERTIFICATE: I certify this notice of public hearing was posted on the bulletin boards of the City of Lakeway, Texas on this the 24th day of July, 20 19.



Erin Carr
BDS Office Manager

Code Reference^{1.1}

Sec. 30.05.002 Special Use Permits

(a) Permit required.

(1) No special use shall be established, operated, or maintained except as authorized by a special use permit issued in accordance with the requirements of this section.

(2) A special use permit may be issued only for the special uses specified in this chapter, and only for the district where it is authorized. A special use permit may be issued by:

(A) The city council, after a recommendation on the proposed permit from the zoning and planning commission, and following a public hearing, for all special use permits except those listed in subsection (B) or (C) below;

(B) The zoning and planning commission, after a public hearing, for those permits for home occupation permits in residential zoning districts, when requested by the code official; or

(C) The code official, for home occupation permits which comply with all provisions of [sections 30.05.003](#), [30.05.004](#), and [30.05.005](#) in addition to renewals subject to the provisions of subsection (f)(2)(A) of this section. The code official may refer any such application to the zoning and planning commission for determination.

(b) Application. An application for a special use permit shall be made in writing in a form prescribed by the city and shall be accompanied by such information as may be requested (including a site plan, if required) in order to properly review the proposed permit. Such information may include, but is not limited to, site and building plans, drawings and elevations, and operational data. The applicant, or its representative, for a special use permit shall attend all public hearings during which his application will be discussed.

(c) Report by city staff. Whenever a special use permit application is to be considered by the zoning and planning commission or the city council, a designated member of the building & development services department shall visit the sites of proposed special permits and the surrounding area and shall prepare a report of findings to be given to the zoning and planning commission and the city council, as the case may be.

Code Reference^{1,2}

(d) Notice - Public hearings required.

(1) Public hearings shall be held by each body considering and/or approving each original application for a special use permit, except home occupation applications processed for approval by the code official. However, a public hearing may be held before the zoning and planning commission for permit applications or renewals approvable by the code official when requested by the code official or a neighbor of the applicant. The public hearings for permits may be a joint public hearing of the zoning and planning commission and the city council. The applicant must be present during all public hearings regarding his application. If the applicant is not present at each public hearing, the applicant's application is subject to denial.

(2) When required by applicable law, rule or regulation, written notice of each hearing shall be given to the owners of all real property located within two hundred feet (200') in all directions of the property that is the subject of the hearing. Notice shall be given not less than ten (10) days prior to the date of the hearing either by personal service or by depositing a copy of the notice in the mail addressed to owners at their address as shown on the last approved city tax roll, with postage prepaid.

(3) For short-term rental use applications, written notice of such hearing shall also be given to the relevant home owners/property owners association in the same manner as the required written notice to owners of all real property located within two hundred feet (200') in all directions of the subject property.

(4) Such notice shall state the purpose, date, time, and place of the hearing and shall contain a brief description of the proposed permit, including its nature, scope, and location. The notice shall also describe any variances the applicant has requested and shall state the location and times at which the applications and supporting documents are available for public inspection. A telephone number shall be provided where information on the hearing(s) is or will be available at a later date.

(e) Review and recommendation by the zoning and planning commission.

(1) The commission shall review all nonresidential applications for special use permits to determine whether the proposed permit complies with each of the general criteria in section 30.05.003 and with the general requirements in section 30.05.005 applicable to the proposed use.

Code Reference^{1,3}

(d) Notice - Public hearings required.

(1) Public hearings shall be held by each body considering and/or approving each original application for a special use permit, except home occupation applications processed for approval by the code official. However, a public hearing may be held before the zoning and planning commission for permit applications or renewals approvable by the code official when requested by the code official or a neighbor of the applicant. The public hearings for permits may be a joint public hearing of the zoning and planning commission and the city council. The applicant must be present during all public hearings regarding his application. If the applicant is not present at each public hearing, the applicant's application is subject to denial.

(2) When required by applicable law, rule or regulation, written notice of each hearing shall be given to the owners of all real property located within two hundred feet (200') in all directions of the property that is the subject of the hearing. Notice shall be given not less than ten (10) days prior to the date of the hearing either by personal service or by depositing a copy of the notice in the mail addressed to owners at their address as shown on the last approved city tax roll, with postage prepaid.

(3) For short-term rental use applications, written notice of such hearing shall also be given to the relevant home owners/property owners association in the same manner as the required written notice to owners of all real property located within two hundred feet (200') in all directions of the subject property.

(4) Such notice shall state the purpose, date, time, and place of the hearing and shall contain a brief description of the proposed permit, including its nature, scope, and location. The notice shall also describe any variances the applicant has requested and shall state the location and times at which the applications and supporting documents are available for public inspection. A telephone number shall be provided where information on the hearing(s) is or will be available at a later date.

(e) Review and recommendation by the zoning and planning commission.

(1) The commission shall review all nonresidential applications for special use permits to determine whether the proposed permit complies with each of the general criteria in section 30.05.003 and with the general requirements in section 30.05.005 applicable to the proposed use.

Code Reference^{1.4}

(2) The commission shall not recommend approval of an application unless it finds that the proposed permit as presented or as modified by the commission, complies with each of the general and applicable specific criteria.

(3) A recommendation of an approval may be conditioned on the applicant's adoption of specified changes, additions, limitations, safeguards, or effective time periods designed to assure compliance with the criteria.

(4) The commission shall forward its findings and recommendations to the city council, for those permits not approvable by the commission.

(5) After receiving findings and a recommendation from the zoning and planning commission, and following a public hearing, the city council shall review applications for nonresidential applications for special use permits.

Code Reference^{2.1}

Sec. 30.03.009 District C-1 (Office/Retail)

(a) Purpose. This district is intended to provide sites for business and professional office uses and for retail shopping facilities providing goods and services. The site should also contain adequate space for required off-street parking and for buffering from residential districts. (Ordinance 2003-09-15-1, sec. 3.09, adopted 9/15/03)

(b) Permitted uses. The following types of businesses are permitted by right within C-1 districts.

(1) Professional offices, such as accountants, architects, attorneys, engineers, brokers, consultants, insurance agents, real estate agents, travel agents, administrative offices, and other such offices not listed above as may be approved by the city council; and

(2) Accessory structures and uses to any of the foregoing uses.

(c) Conditional uses. The following types of businesses are permitted by right within C-1 districts unless the use is proposed for property that abuts property zoned for residential or school use or the building in which the use will operate is less than 300 feet from property zoned for residential or school use, in which case the use is subject to city council's approval of a special use permit pursuant to [article 30.05](#).

(1) Medical offices, such as physicians, dentists, physical rehabilitation facilities, and other such medical offices not listed above as may be approved by the city council;

(2) Retail and service businesses, such as restaurants, grocery stores, bakeries, catering services, ceramic/pottery shops, hardware stores, movie theaters, drugstores, financial institutions, general retail sales, antique shops, art galleries, personal services, beauty salons, barbershops, travel agencies, florists, laundry and dry cleaning, child-care facilities, health/exercise clubs, funeral homes, nonvehicle consumer repair services, and other such businesses not listed above as may be approved by the city council; and

(3) Accessory structures and uses to any of the foregoing uses.

Code Reference^{2.2}

(d) Special uses. The following types of businesses may be permitted within C-1 districts subject to the city council's approval of a special use permit pursuant to [article 30.05](#).

(1) Arcades, auto/truck washing facilities, bowling alleys, cemeteries, convenience stores, fast food restaurants, private clubs/lodges, radio or TV stations, service stations, gas stations, miniature golf facilities, batting cages, entertainment centers, vehicle rental facilities, moving truck rental facilities, liquor stores, convalescent homes, nursing homes, assisted living, and addiction rehabilitation facilities.

(2) Commercial wireless communications systems.

(3) Any use which includes drive-through facilities.

(4) Storage facilities, provided all of the following conditions are met.

(A) The proposed storage facility replaces an existing nonconforming use that has a substantial relationship to the proposed project.

(B) The architecture and landscaping of the proposed development complies with established standards for typical office building construction, and architectural and landscaping plans are submitted for review and approval with the special use permit application.

(C) Access to individual storage units is internal and individual unit doors are not visible from outside the building.

(e) Prohibited uses and structures.

(1) Any activity which produces nuisances as described herein.

(2) Any structure which exceeds 100,000 square feet.

(3) Any single business entity or commonly controlled business (including their affiliates or subsidiaries) which have multiple structures or multiple-story buildings containing an aggregate of more than 100,000 square feet of inside and outside sales or displays.

(4) Any attempt to circumvent the intent of this chapter by splitting the structures or using multi-story buildings will not be permitted.

Code Reference^{2,3}

(f) Minimum lot dimensions.

	<u>Organized Sewer</u>	<u>Private Sewerage Facility</u>
Minimum area:	1 acre	1 acre
Depth (min. ft.):	200	200
Width (min. ft.):	50	150
Width of lot at street (min. ft.):	50	50

Lot coverage (max. percentage): See development ordinance.

(g) Minimum building setbacks.

Building footprint (sq. ft.), organized sewer or private facility when abutting a residential area:

	<u>0 - 50,000 sq. ft.</u>	<u>50,000 - 100,000 sq. ft.</u>
Street(s) (ft.):	40	40
Side (ft.):	25	100
Rear (ft.):	40	100

Building footprint (sq. ft.), organized sewer or private facility when abutting a nonresidential usage:

	<u>0 - 50,000 sq. ft.</u>	<u>50,000 - 100,000 sq. ft.</u>
Street(s):	40	40
Side:	10 (25 golf course)	50
Rear:	40	50

Code Reference^{2,4}

(h) Minimum landscaped buffer zones (refer to development ordinance).

When abutting a:

	<u>Residential area:</u>	<u>Nonresidential usage:</u>
Street(s) (ft.):	5	5
Side (ft.):	20	5
Rear (ft.):	25	5

(i) Noise abatement. Noise abatement walls may be required for:

- (1) Special uses.
- (2) Properties abutting residential uses.

(j) Maximum height. No part of any structure within this district, except for chimneys, attic ventilators and plumbing vent stacks, may exceed 32 feet in height above the highest natural grade under the slab.

[illegible]



Meeting Date: 08/07/2019

Charlotte Hodges, BDS Director

Staff Report

AGENDA ITEM:

A request from Lake Travis ISD, for a **Special Use Permit allowing for portable buildings** at Lake Travis Educational Development Center located at 607 RR 620 North.

BACKGROUND INFORMATION:

This request was reviewed and approved by the Commission in April 2019 but due to a GIS Mapping error, not all property owners within 200' of the subject property were notified.

The subject property is zoned GUI (Government, Utility and Institutional) and includes the Lake Travis Educational Development Center. LTISD is requesting a Special Use Permit for 2 portable buildings at this location to accommodate the need for extra space. Each portable building will be 1,600sf and connected to the main building by aluminum landings, ramps, stairs.

Section 30.03.015(c)(3) states "Temporary, portable buildings, necessitated by growth of the organization, for a period not to exceed 5 years, or until permanent facilities are constructed to take their place, whichever comes first. Construction, placement, and screening of portable structures will be governed by the building and development ordinances.

Because the property is located less than 300 feet from residentially zoned property, a Special Use Permit is required for this proposed use.

ACTION REQUESTED:

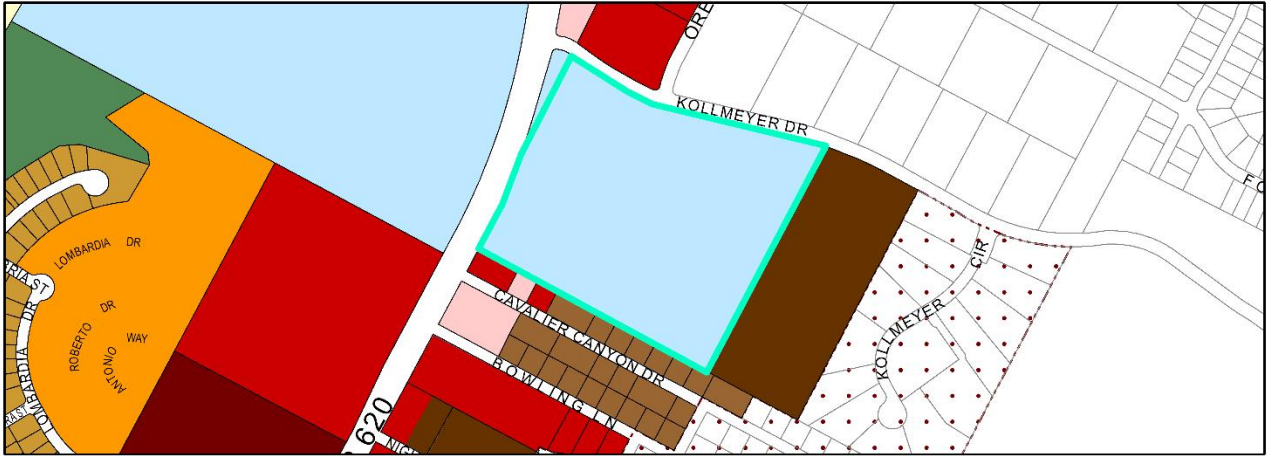
ZAPCO recommendation to City Council regarding a Special Use Permit allowing for portable buildings at Lake Travis ISD Educational Development Center located at 607 RR 620 North.

ATTACHMENTS

- Aerial and Zoning Map
- Application
- Exhibit(s)
- Notification Area Map
- Public Notice
- Code Reference

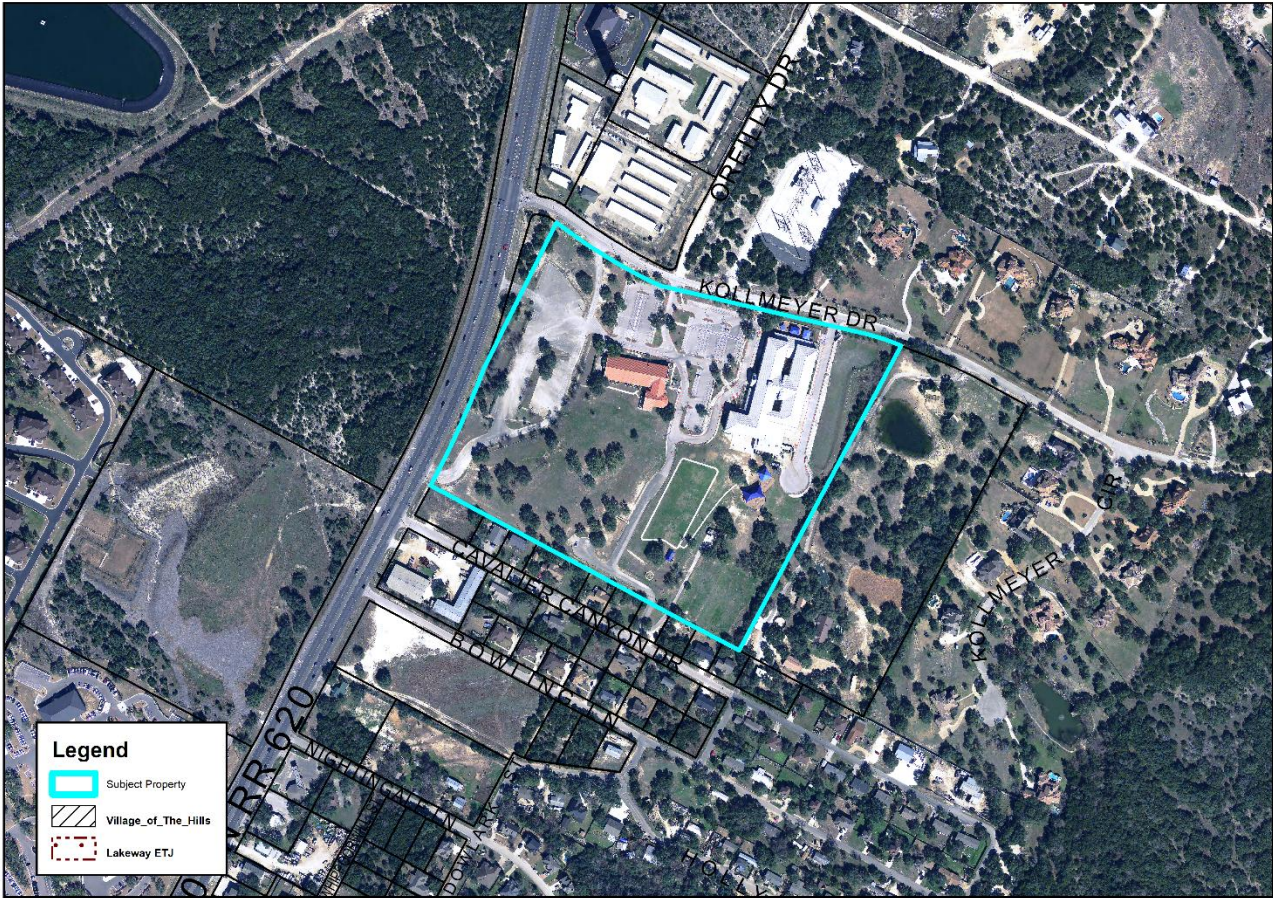
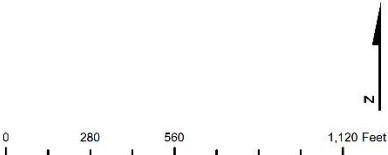
Aerial/ Zoning Map

"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."



CITY OF LAKEWAY

607 RR 620 N



Application



Building & Development Services
1102 Lohmans Crossing, Lakeway, TX 78734
Phone: (512) 314-7540 Fax: (512) 314-7541
www.lakeway-tx.gov

APPLICATION FOR SPECIAL USE PERMIT

(INCLUDE NECESSARY SUPPORTING MATERIAL)

ADDRESS OF PROPERTY: 607 RANCH ROAD 620 NORTH AUSTIN, TEXAS 78734		ACREAGE OF SITE: 27.59	
LEGAL DESCRIPTION (SUBDIVISION, SECTION, LOT NUMBER): ABS 2273 SUR 66 WOLF C ACR 27.59		CURRENT ZONING: GUI	
PROPERTY OWNER FIRM: LAKE TRAVIS ISD	CONTACT NAME: ROBERT WINOVITCH	TELEPHONE: 512.533.6002	E-MAIL: winovitchr@ltiasdschools.org
MAILING ADDRESS: 16101 HWY 71 WEST		CITY: AUSTIN	STATE: TX
APPLICANT FIRM: Cunningham-Allen, Inc.		CONTACT NAME: Elias Haddad	E-MAIL: ehaddad@cunningham-allen.com
MAILING ADDRESS: 3103 BEE CAVE ROAD, STE 202		CITY: AUSTIN	STATE: TX
PROJECT NAME FOR WHICH SPECIAL USE PERMIT IS SOUGHT: LTISD EDUCATIONAL DEVELOPMENT CENTER		REQUESTED DURATION: N/A	
PROPOSED USE OF PROPERTY FOR WHICH SPECIAL USE PERMIT IS SOUGHT: Addition of Portable Classrooms at Educational Development Center			

SUBMITTAL VERIFICATION/INSPECTION AUTHORIZATION:

As the applicant named above, my signature attests to the fact that the attached application package is complete and accurate to the best of my knowledge. I understand that City Staff review is dependent upon the accuracy of the information provided and that any inaccurate or inadequate information provided may delay the review of this application. I further understand that **plans submitted without an engineer's and/or surveyor's seal will not be accepted for review and that City Staff review time may take up to four weeks per review.** In addition, as the owner or authorized agent, my signature authorizes the City Staff or their representatives to visit and inspect the property for which this application is being submitted.

APPLICANT SIGNATURE

ROBERT WINOVITCH

PRINTED NAME

DATE

(FOR CITY USE ONLY)

PERMIT NUMBER: 19000222
AMOUNT RECEIVED: 250-
NOTES:

Exhibit A¹



February 8, 2019

City of Lakeway
1102 Lohmans Crossing
Lakeway, TX 78734

Attn: Ms. Charlotte Hodges
Director of Building & Development Services

Re: Special Use Permit Application
Portable Buildings at Lake Travis Educational Development Center
607 Ranch Road 620 North
CAI Project No. 452.1001

Dear Ms. Hodges:

On behalf of the Lake Travis Independent School District, we are submitting a Special Use Permit application to allow the construction of portable buildings at the above referenced site.

Lake Travis ISD needs additional space for its Educational Development Center that can be accommodated by adding two portable buildings. The square footage for each portable building is approximately 1,600 square feet. Aluminum landings, ramps and stairs will be utilized to connect the two buildings. New power will be provided based upon existing service on site.

We believe that all the criteria in Section 30.05.003 –General Criteria Applicable to All Special Uses are satisfied.

- (1) The appearance, size, density and operating characteristics for the proposed permit are compatible with the surrounding neighborhood and uses;
- (2) The issuance of the proposed permit will not have an adverse effect on the value of surrounding properties nor impede their proper development;
- (3) The issuance of the proposed permit will not create a nuisance nor otherwise interfere with a neighbor's enjoyment of his property or operation of his business;
- (4) The traffic that the issuance of the proposed permit can reasonably be expected to generate on existing streets will not create nor add significantly to congestion, a safety hazard, or a parking problem in the area, nor will it disturb the peace and quiet of the neighborhood. A traffic impact analysis may be required by the city engineer or code official; and
- (5) The proposed permit complies with all other applicable ordinances and regulations.

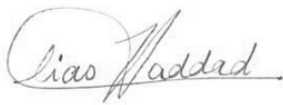
Exhibit A²

Page 2

If you have any questions or need any additional information concerning this variance request, please let me know.

Sincerely,

CUNNINGHAM | ALLEN, INC.

A handwritten signature in dark ink, reading "Elias Haddad". The signature is written in a cursive style with a horizontal line underneath.

Elias Haddad, P.E.,
Associate

Exhibit B

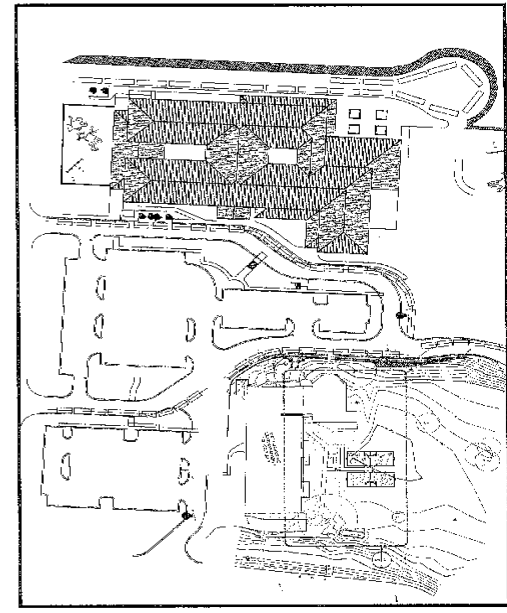
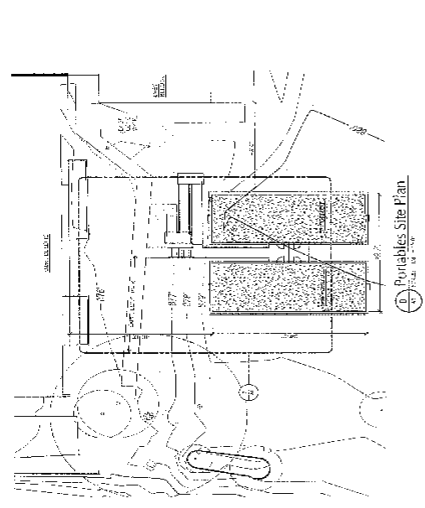
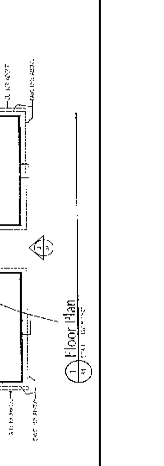
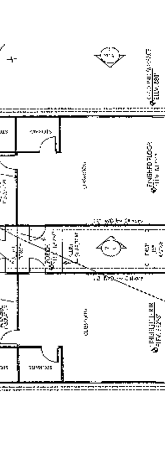
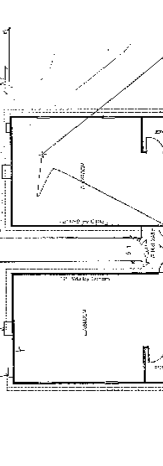
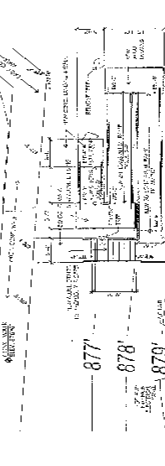
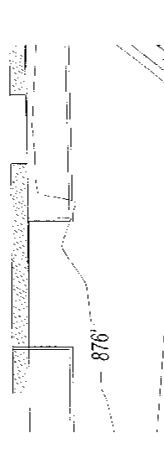
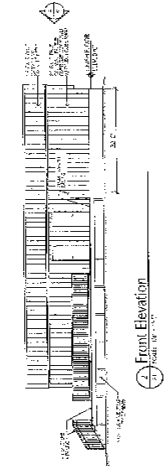
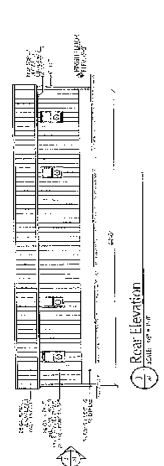
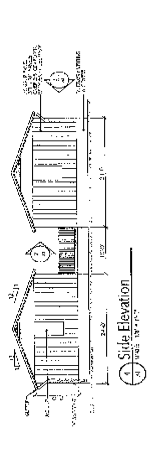


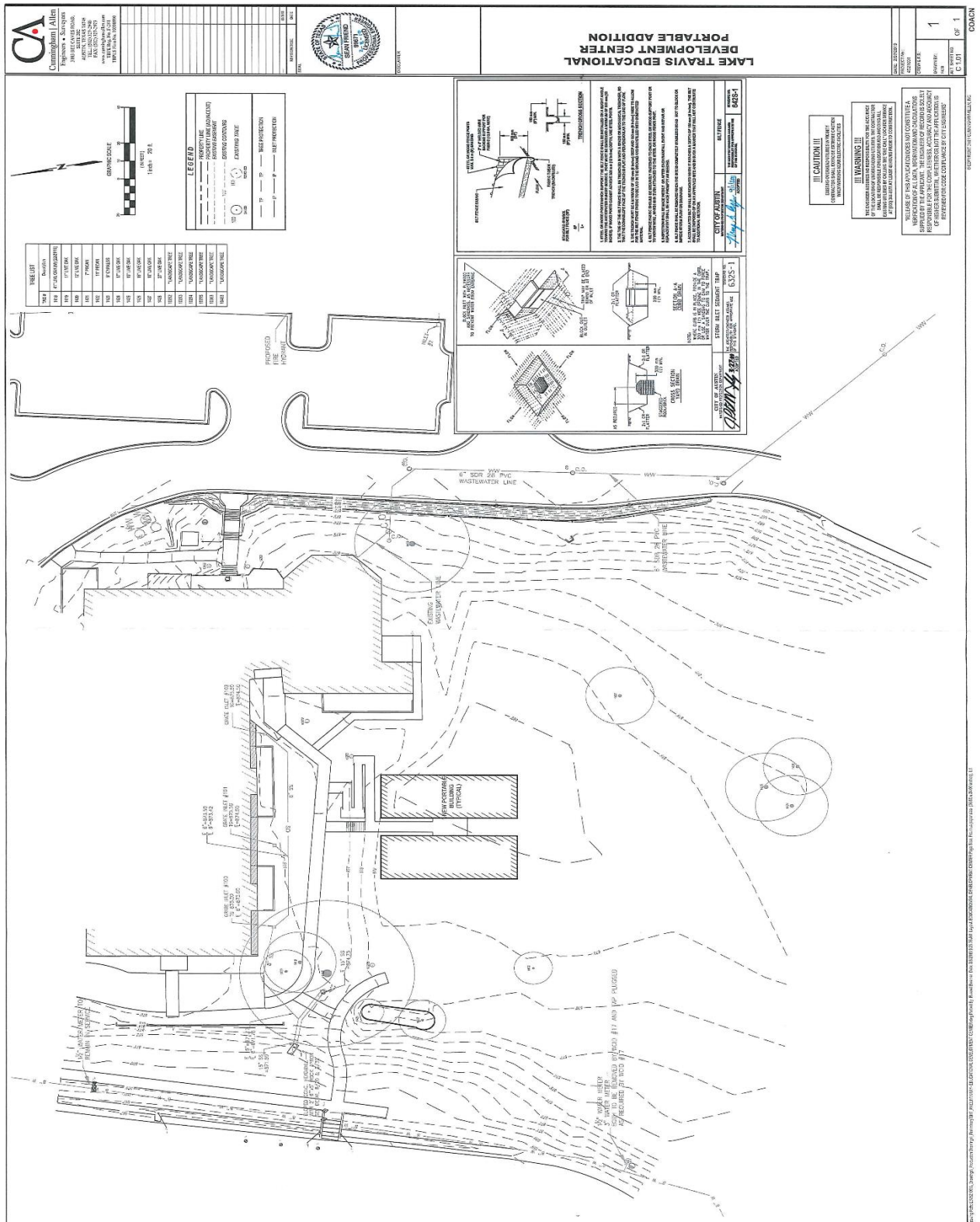
Fields & Associates Architects
 11111 171st Avenue, Suite 100
 Richmond, BC V6V 1K1
 Tel: 604.273.1111
 Fax: 604.273.1112
 Email: info@fieldsandassociates.com
 Website: www.fieldsandassociates.com

Chief Architect
 David J. Fields
 License No. 123456789
 BC Architectural Association

LTISD EDC Portables

Title:
 02 JAN 2019
Project No:
 1743

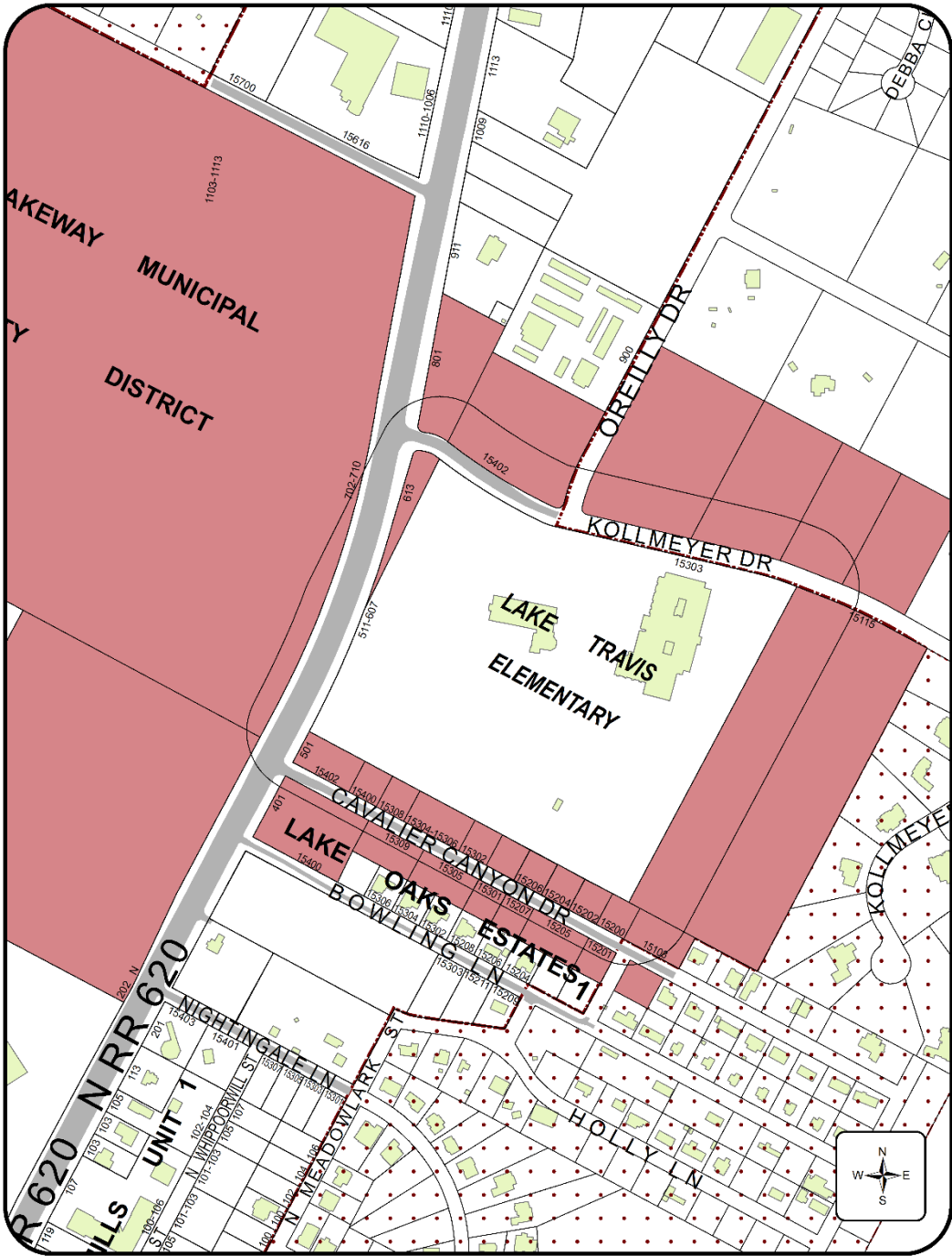




Notification Area Map

● 200' Notification Area

607 RR 620 NORTH



Public Notice

For Publication in the Statesman July 22, 2019

**NOTICE OF PUBLIC HEARINGS
CITY OF LAKEWAY
ZONING & PLANNING COMMISSION
CITY COUNCIL**

Notice is hereby given that public hearings will be held by the **Zoning and Planning Commission** on **August 7, 2019 at 9:15 AM** and **City Council** on **August 19, 2019 at 6:30 PM**. Both meetings will be held in City Hall located at 1102 Lohmans Crossing Road, City of Lakeway, Texas, at which time all persons wishing to do so will be allowed to speak for or against the following agenda item:

A request from Lake Travis ISD, for a Special Use Permit allowing for portable buildings at Lake Travis Educational Development Center located at 607 RR 620 North.

Anyone wishing to present written statements or materials affecting the request stated above may submit such to the Building and Development Services Department located at 1102 Lohmans Crossing Road, City of Lakeway, Texas, prior to the meeting date. If you have any questions on the above notice, please contact the Building and Development Department at (512) 314-7540, Monday-Friday, 8 A.M. to 4:30 P.M.

ATTEST: Attested to this the 18th day of July, 2019.



Charlotte Hodges
Director of Building & Development Services

CERTIFICATE: I certify this notice of public hearing was posted on the bulletin boards of the City of Lakeway, Texas on this the 18th day of July, 2019.



Erin Carr
BDS Office Manager

Code Reference^{1.1}

Sec. 30.05.002 Special Use Permits

(a) Permit required.

(1) No special use shall be established, operated, or maintained except as authorized by a special use permit issued in accordance with the requirements of this section.

(2) A special use permit may be issued only for the special uses specified in this chapter, and only for the district where it is authorized. A special use permit may be issued by:

(A) The city council, after a recommendation on the proposed permit from the zoning and planning commission, and following a public hearing, for all special use permits except those listed in subsection (B) or (C) below;

(B) The zoning and planning commission, after a public hearing, for those permits for home occupation permits in residential zoning districts, when requested by the code official; or

(C) The code official, for home occupation permits which comply with all provisions of [sections 30.05.003](#), [30.05.004](#), and [30.05.005](#) in addition to renewals subject to the provisions of subsection (f)(2)(A) of this section. The code official may refer any such application to the zoning and planning commission for determination.

(b) Application. An application for a special use permit shall be made in writing in a form prescribed by the city and shall be accompanied by such information as may be requested (including a site plan, if required) in order to properly review the proposed permit. Such information may include, but is not limited to, site and building plans, drawings and elevations, and operational data. The applicant, or its representative, for a special use permit shall attend all public hearings during which his application will be discussed.

(c) Report by city staff. Whenever a special use permit application is to be considered by the zoning and planning commission or the city council, a designated member of the building & development services department shall visit the sites of proposed special permits and the surrounding area and shall prepare a report of findings to be given to the zoning and planning commission and the city council, as the case may be.

Code Reference^{1,2}

(d) Notice - Public hearings required.

(1) Public hearings shall be held by each body considering and/or approving each original application for a special use permit, except home occupation applications processed for approval by the code official. However, a public hearing may be held before the zoning and planning commission for permit applications or renewals approvable by the code official when requested by the code official or a neighbor of the applicant. The public hearings for permits may be a joint public hearing of the zoning and planning commission and the city council. The applicant must be present during all public hearings regarding his application. If the applicant is not present at each public hearing, the applicant's application is subject to denial.

(2) When required by applicable law, rule or regulation, written notice of each hearing shall be given to the owners of all real property located within two hundred feet (200') in all directions of the property that is the subject of the hearing. Notice shall be given not less than ten (10) days prior to the date of the hearing either by personal service or by depositing a copy of the notice in the mail addressed to owners at their address as shown on the last approved city tax roll, with postage prepaid.

(3) For short-term rental use applications, written notice of such hearing shall also be given to the relevant home owners/property owners association in the same manner as the required written notice to owners of all real property located within two hundred feet (200') in all directions of the subject property.

(4) Such notice shall state the purpose, date, time, and place of the hearing and shall contain a brief description of the proposed permit, including its nature, scope, and location. The notice shall also describe any variances the applicant has requested and shall state the location and times at which the applications and supporting documents are available for public inspection. A telephone number shall be provided where information on the hearing(s) is or will be available at a later date.

(e) Review and recommendation by the zoning and planning commission.

(1) The commission shall review all nonresidential applications for special use permits to determine whether the proposed permit complies with each of the general criteria in section 30.05.003 and with the general requirements in section 30.05.005 applicable to the proposed use.

Code Reference^{1,3}

(d) Notice - Public hearings required.

(1) Public hearings shall be held by each body considering and/or approving each original application for a special use permit, except home occupation applications processed for approval by the code official. However, a public hearing may be held before the zoning and planning commission for permit applications or renewals approvable by the code official when requested by the code official or a neighbor of the applicant. The public hearings for permits may be a joint public hearing of the zoning and planning commission and the city council. The applicant must be present during all public hearings regarding his application. If the applicant is not present at each public hearing, the applicant's application is subject to denial.

(2) When required by applicable law, rule or regulation, written notice of each hearing shall be given to the owners of all real property located within two hundred feet (200') in all directions of the property that is the subject of the hearing. Notice shall be given not less than ten (10) days prior to the date of the hearing either by personal service or by depositing a copy of the notice in the mail addressed to owners at their address as shown on the last approved city tax roll, with postage prepaid.

(3) For short-term rental use applications, written notice of such hearing shall also be given to the relevant home owners/property owners association in the same manner as the required written notice to owners of all real property located within two hundred feet (200') in all directions of the subject property.

(4) Such notice shall state the purpose, date, time, and place of the hearing and shall contain a brief description of the proposed permit, including its nature, scope, and location. The notice shall also describe any variances the applicant has requested and shall state the location and times at which the applications and supporting documents are available for public inspection. A telephone number shall be provided where information on the hearing(s) is or will be available at a later date.

(e) Review and recommendation by the zoning and planning commission.

(1) The commission shall review all nonresidential applications for special use permits to determine whether the proposed permit complies with each of the general criteria in section 30.05.003 and with the general requirements in section 30.05.005 applicable to the proposed use.

Code Reference^{1.4}

- (2) The commission shall not recommend approval of an application unless it finds that the proposed permit as presented or as modified by the commission, complies with each of the general and applicable specific criteria.
- (3) A recommendation of an approval may be conditioned on the applicant's adoption of specified changes, additions, limitations, safeguards, or effective time periods designed to assure compliance with the criteria.
- (4) The commission shall forward its findings and recommendations to the city council, for those permits not approvable by the commission.
- (5) After receiving findings and a recommendation from the zoning and planning commission, and following a public hearing, the city council shall review applications for nonresidential applications for special use permits.

Code Reference²

Sec. 30.05.003 General criteria applicable to all special uses

- (a) A proposed special use permit must comply with all the following criteria:
- (1) The appearance, size, density and operating characteristics for the proposed permit are compatible with the surrounding neighborhood and uses;
 - (2) The issuance of the proposed permit will not have an adverse effect on the value of surrounding properties nor impede their proper development;
 - (3) The issuance of the proposed permit will not create a nuisance nor otherwise interfere with a neighbor's enjoyment of his property or operation of his business;
 - (4) The traffic that the issuance of the proposed permit can reasonably be expected to generate on existing streets will not create nor add significantly to congestion, a safety hazard, or a parking problem in the area, nor will it disturb the peace and quiet of the neighborhood. A traffic impact analysis may be required by the city engineer or code official; and
 - (5) The proposed permit complies with all other applicable ordinances and regulations.

Code Reference³

Sec. 30.05.005 General requirements for all special uses

(a) Adherence to approved plans, regulations. A special use shall be established, operated and maintained in accordance with the plans, terms, conditions, and limitations contained in the permit approved by the code official, the zoning and planning commission and/or the city council.

(b) Duration. Special use permits shall be granted for a definite period of time.

(c) Revocation. After any of the following alleged circumstances, city council and/or the zoning and planning commission, with prior written notice to the permittee, and upon notice and public hearing, may for good cause revoke any special use permit:

- (1) More than two (2) notices of violation (NOV) or two (2) citations have been issued within two (2) consecutive calendar years for violation of any of the plans, terms, conditions, and limitations applicable to the special use;
- (2) More than two (2) notices of violation (NOV) or two (2) citations have been issued within two (2) consecutive calendar years for a violation of any applicable ordinance or regulation;
- (3) Operation or maintenance of the special use in a manner that is detrimental to the public's health or safety, or so as to constitute a nuisance;
- (4) Providing false or misleading information on a permit application or omitting required information;
- (5) Information provided with the permit application is no longer accurate or effective and the permit holder fails to inform the city with the information;
- (6) Required insurance policy for a short-term rental is cancelled or not renewed;
- (7) The permit holder for a short-term rental is overdue in payment to the city of taxes, fees, fines, or penalties or fails to provide documentation showing that all hotel occupancy taxes have been paid for the property; and/or
- (8) The short-term rental is sold or otherwise transferred.

(d) Lapse of permit. A special use permit shall lapse if the use has not been commenced within six (6) months of the date the permit was issued.

(e) Transfer. A special use permit for a nonresidential property is not transferable and shall be void upon transfer of property or business.

Code Reference⁴

Sec. 30.03.015 District GUI (Governmental, Utility and Institutional)

(a) **Purpose.** This district is intended to provide appropriate areas for uses that provide important community services sometimes requiring large amounts of land. The site should also contain adequate space for required off-street parking and for buffering from residential districts.

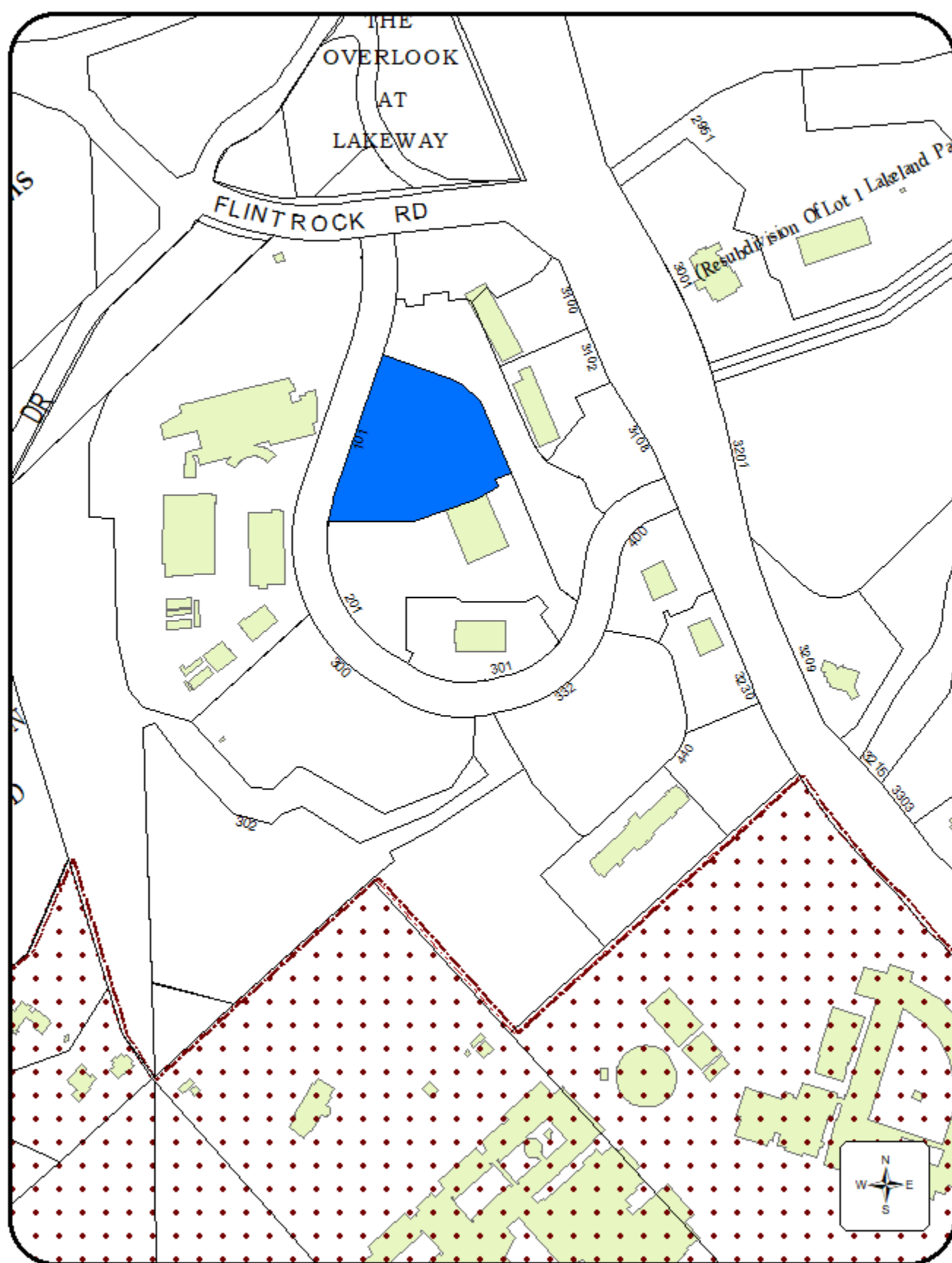
(b) **Permitted uses.**

- (1) Church;
- (2) Facility owned and operated by the federal government, the state or political subdivisions thereof (e.g., municipal utility districts, water districts, etc.);
- (3) Fire station;
- (4) School, either public or private nonprofit;
- (5) Library;
- (6) Uses required by both public and private utilities; and
- (7) Accessory uses incidental to any of the foregoing permitted uses.

(c) **Special uses.**

- (1) As permitted by the city council pursuant to [article 30.05](#).
- (2) Commercial wireless communications systems.
- (3) Temporary, portable buildings, necessitated by growth of the organization, for a period not to exceed 5 years, or until permanent facilities are constructed to take their place, whichever comes first. Construction, placement, and screening of portable structures will be governed by the building and development ordinances.

101 MEDICAL PARKWAY



Staff Report**AGENDA ITEM:**

A request from Equity Lakeway Investments, the owner of approximately 2.84 acres the property located at 101 Medical Parkway, Unit 3-A, for a **sign variance** pertaining to a multi-tenant monument sign.

BACKGROUND INFORMATION:

A request for a sign variance was reviewed by the commission in June, 2019 but was denied because the proposed sign structure was not solid masonry and 100 square feet of landscaping around the base of the sign was not provided.

The applicants subsequently modified the sign so that the structure is solid masonry and they have provided the required landscaping.

The new sign structure is solid masonry and consists of a large top panel with the logo, address number and “center” name and eight (8) tenant panels; the tenant panels will be fabricated aluminum. The tenant and center names will be spot lit by landscape lighting with halo lighting projecting down above the logo; the address numbers and “center” name will be brown and the lettering on the tenant panels will be white.

The proposed sign exceeds the maximum sign size and sign height allowed by code. The proposed tenant panel area is 32 square feet and the sign is 11 feet, 3 inches in height. Furthermore, the code requires that all text and logos to be uniform in color, material and lighting; there are four different colors; however, at the discretion and approval of the commission, additional colors may be used for minor accents.

In addition to our sign code, there is an established sign criteria for Lakeway Medical Village (approved by ZAPCO) which restricts the color of the letters to grey, blue or black; the lettering is brown and white.

Section 26.04.005 (a)(2) of the Lakeway Municipal Code establishes the standards/requirements for multitenant monument signs. These signs require ZAPCO approval.

ACTION REQUESTED:

ZAPCO determination regarding a proposed multi-tenant monument sign for the property located at 101 Medical Parkway.

ATTACHMENTS

- Application
- Exhibit(s)
- Code Reference

Application



Building & Development Services
1102 Lohmans Crossing, Lakeway, TX 78734
Phone: (512) 314-7540 Fax: (512) 314-7541
www.lakeway-tx.gov

APPLICATION FOR VARIANCE

(CHECK ONE & INCLUDE SUPPORTING MATERIAL ON CHECKLIST)

☐ ZONING ☐ DEVELOPMENT ☐ BUILDING ☒ SIGN

ADDRESS OF PROPERTY: 101 Medical Parkway, Lakeway, TX 78735		ACREAGE OF SITE: 2.84 AC	
LEGAL DESCRIPTION (SUBDIVISION, SECTION, LOT NUMBER): 101 Medical Parkway - UNIT 3-A			
PROPERTY OWNER: Equity Lakeway Investments, LLC	CONTACT NAME: Scot McCullough	TELEPHONE: 512-827-3592	E-MAIL: smccullough@equity.net
MAILING ADDRESS: 7000 Bee Caves Rd., Suite 310		CITY: Austin	STATE ZIP CODE TX 78746
PROJECT ENGINEER FIRM:	CONTACT NAME:	TELEPHONE:	E-MAIL:
MAILING ADDRESS: 7000 Bee Caves Rd., Ste 310 Austin TX 78746		CITY: Austin	STATE ZIP CODE TX 78746
PROJECT FOR WHICH VARIANCE IS SOUGHT: MOB Exterior Monument Sign - Multi-Tenant		APPLICABLE SECTION/SUBSECTION OF ORDINANCE: Article IV, Section 4.03 B - Multi-Tenant Monument Signs	
SPECIFIC USE OF THE PROPERTY: Medical Office Building		EXISTING USES OF ADJACENT PROPERTIES: Hospital / Medical Facilities	

SUBMITTAL VERIFICATION/INSPECTION AUTHORIZATION:

That I, as owner or duly authorized officer of the property hereinafter referenced, do hereby execute this document, acknowledge the above statements to be true and accurate to the best of knowledge, and understand that knowing and willful falsification of information will result in rejection of my application and may be subject to criminal prosecution. I have received, read and understand the terms and conditions of this request, and agree to compliance with all applicable codes and ordinances of the City. I authorize the City or their representatives to visit and inspect the property for which this application is being submitted.

Equity LLC as Manager & Agent for Equity Lakeway Investments, LLC
Scot McCullough, Senior Property Mgr
APPLICANT SIGNATURE

PRINTED NAME

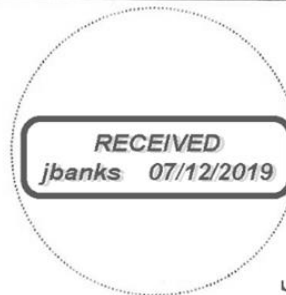
DATE

(FOR CITY USE ONLY)

PERMIT NUMBER:
ES 19001128

AMOUNT RECEIVED:

NOTES:



JB

Exhibit A

Lakeway Medical Village Sign Variance Application Checklist

(1) A special individual reason makes the strict application of this chapter impractical; **The requested variance is made so that the new sign's size is such to accommodate 8 tenants, address numbers, and building name at the minimum required side to sign code. To include all elements, this requires increasing the maximum height by 15". We are also requesting to increase the square footage of tenant panels from 24 square feet to 32 square feet.**

(2) There are special circumstances or conditions affecting the land involved such that the strict application of the provisions of this chapter would deprive the applicant of the reasonable use of his land; **Strict compliance with the code would result in only 6 tenant panels being able to fit on the sign, if such panels must be 4' x 1' minimum. The code requires that the signs be a minimum size, but not to exceed 24 square feet, which is problematic for a sign where we need to include 8 tenants.**

(3) The applicant will incur specific hardships should the variance not be granted. A hardship may result from the size, shape or dimensions of a structure, from the location of the structure, from topographic or physical conditions on the site or in the immediate vicinity, or from other physical limitations, locations or traffic conditions in the immediate vicinity; **Strict compliance with the sign code would not allow advertising space on the sign for the number of tenants the building is leased to.**

(4) The modification is in conformity with the intent and purpose of this chapter; **The sign is to be constructed following all sign ordinance regulations with the exception of the overall height and allowable square footage of tenant signs.**

(5) The granting of the variance will not be detrimental to the public health, safety, or welfare, convenience or injurious to the property in the area; **The sign will be installed with the required setback. Nothing about the sign design causes any of the issues listed. It will be treated just like any other sign in the ordinance with exception of height and square footage of tenant panels. We are using colors from City of Lakeway's approved color palette.**

(6) The granting of the variance will not create the probability of harmful environmental consequences; **There will be no harmful environmental consequences. The sign is constructed primarily from limestone which is locally sourced. Aluminum which is a widely recycled material.**

(7) The variance will not negatively impact traffic conditions; **Sign setback is such that it will not negatively impact traffic. In fact, with the address up high on the sign, it will make finding the building easier.**

(8) The granting of the variance will not have the effect of preventing the orderly development of other land in the area in accordance with the provisions of this chapter. **Sign design will not affect future area development. Sign to be built to enhance the aesthetics of the area, and stonework will match that of the building. Colors used are from building and Lakeway approved color palette.**



Exhibit C

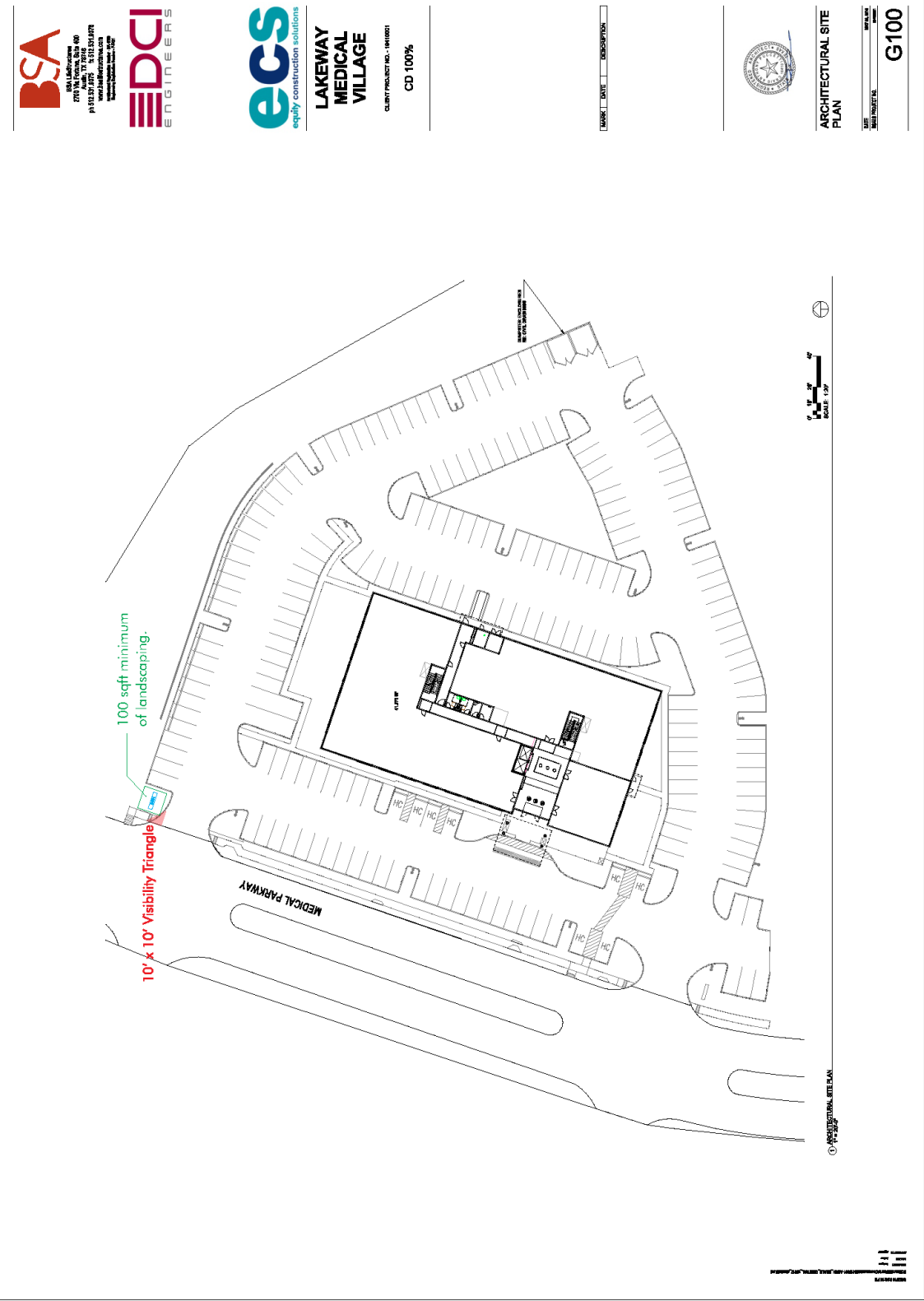




Exhibit E

BAYLOR SCOTT & WHITE SIGN ACROSS STREET, LAKEWAY MEDICAL VILLAGE IN BACKGROUND



Exhibit F

BAYLOR SCOTT & WHITE SIGN IN MEDIAN, LAKEWAY MEDICAL VILLAGE IN BACKGROUND



Exhibit G



LRMC Condominium Association, Inc.

3500 Jefferson Street, Suite 325
Austin, Texas 78731

Ms. Erin Carr
BDS Office Manager
City of Lakeway
1102 Lohmans Crossing Rd.
Lakeway, TX 78734
T: (512) 314-7546
Email: erincarr@lakeway-tx.gov

Ms. Carr-

Please accept this letter as the LRMC Condominium Association, Inc. architectural review committee's approval of the MOB Exterior Monument Sign- Multi-Tenant Sign Application Variance submitted by Equity Lakeway Investments, LLC (Unit 3A Owner of the Lakeway Regional Medical Center Condominium) dated 7-11-19. This approval is subject to The City of Lakeway approving the minor variance(s) that are associated with this request.

Regards,

Lee Jackson
LRMC Condominium Association, Inc. architectural review committee's chair

Cc: Via email, Lee Combs, Emerson Group LLC lcomb@emersongroup.net

Code Reference^{1.1}

Sec. 26.04.005 Authorized permanent signs in a commercial district

(a) Monument signs.

(2) Multitenant center.

(A) Purpose: To identify the occupant(s) of a multitenant center through the use of a freestanding monument.

(B) Maximum size:

(i) On property with frontage on RR 620 and/or SH 71: Tenant text and logo panels shall be no more than forty (40) sq. ft. total; the multitenant center name shall be no more than sixteen (16) sq. ft.; address numbers shall be no more than eight (8) sq. ft.; and the monument shall be no greater than twelve (12) ft. wide.

(ii) All others: Tenant text and logo panels shall be no more than twenty-four (24) sq. ft. total; the multitenant center name shall be no more than twelve (12) sq. ft.; address numbers shall be no more than eight (8) sq. ft.; and the monument shall be no greater than twelve (12) ft. wide.

(C) Maximum height: The monument shall be no more than ten (10) ft. high.

(D) Number: One (1) sign on the primary access street per location. If there are public entrances on other streets, proposals for additional signs may be approved by the commission.

(E) Location: On premises within the property lines.

(F) Design:

(i) The monument shall be solid masonry (stone, brick and/or stucco) to match the building(s). Depending on the proposed design, metal that matches the building(s) may be approved by the zoning and planning commission.

(ii) Only the center name and logo, tenant names and logos (no descriptions), and address numbers are permitted.

Code Reference^{1,2}

(iii) One (1) of the tenant panels shall be used solely for the purpose of providing contact information for leasing space at the multi-tenant center if advertising for lease space is desired.

(iv) All text and logos shall be uniform in color, material and lighting. The use of additional colors for minor accents may be approved by the zoning and planning commission.

(v) Each tenant panel shall be a minimum of one (1) ft. high and four (4) ft. wide and shall be metal or acrylic in a color that matches the monument and/or the building. Tenant panels shall be attached directly to the face of the monument (no “cabinets”). If approved by the zoning and planning commission, the panels may also include stencil-cut letters that appear flush with the monument and have a background that matches the monument.

(vi) Address numbers shall be a minimum of eighteen (18) inches in height on property with frontage on RR 620 and/or SH 71 and twelve (12) inches in height for all other streets.

(vii) Address numbers and letters not on tenant panels shall be attached directly to the face of the monument (no “cabinets”) and shall be flat-cut or channel (reverse or face-lit). Stencil-cut letters that appear flush with the monument and have a background that matches the monument may be approved by the zoning and planning commission. Reflective surfaces and molded plastic or molded acrylic backgrounds are not permitted.

(G) Lighting: Spot lit or individual letter internal illumination.

(H) Duration: Permanent.

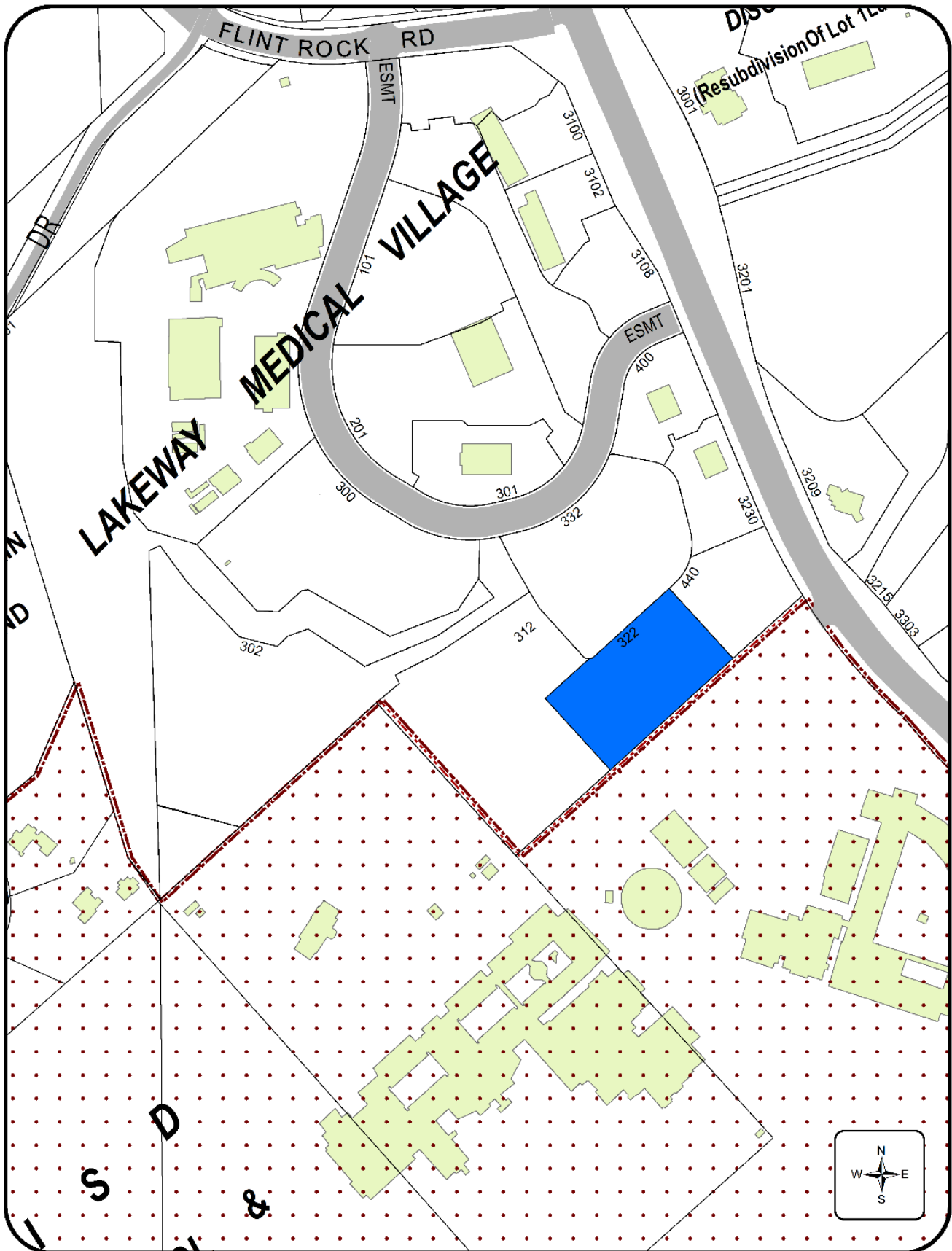
(I) Landscape: A minimum of one hundred (100) sq. ft. at the base of the sign. Landscaping shall be installed and maintained so that the visibility of the address numbers is not obstructed.

(J) Additional:

(i) If located in public utility easement, the owner of the property is responsible for removal, relocation or replacement at a utility company's request.

(ii) Permit requires zoning and planning commission approval.

322 MEDICAL PKWY



Staff Report

AGENDA ITEM:

A request from Sun Signs, on behalf of the owner of approximately 2.3 acres the property located at 322 Medical Parkway for **sign variances** pertaining to multiple wall signs and a monument sign.

BACKGROUND INFORMATION:

The variance requests pertain to both building signage (wall signs) and a new monument sign structure. All signage significantly exceed the maximum width, size and number of signs allowed by code.

The proposed variance seeks approval to have a monument sign which exceeds the maximum width and square footage monument sign standards. The bottom of the monument sign structure is masonry to match the building but the top panel is a fabricated aluminum cabinet sign with an aluminum face. The monument sign is required to be solid masonry (stone, brick and/or stucco) and the letters are required to be attached directly to the face of the monument; “cabinets” are not permitted. Additionally, 100 square feet of landscaping around monument signs is required by code. Deviation from this requirement would require a variance as well.

The variance also includes a request for a building sign on each side of the building; the code only allows 1 sign per occupant of the building but provides a provision allowing additional signs to be approved by ZAPCO if there are public entrances on more than 1 street or parking area. The building signs exceed our local municipal width and square footage building sign standards.

Section 26.04.005 (a)(1) of the Lakeway Municipal Code establishes the standards/requirements for monument signs and Section 26.04.005(b) covers the requirements for building signs. These signs require ZAPCO approval.

ACTION REQUESTED:

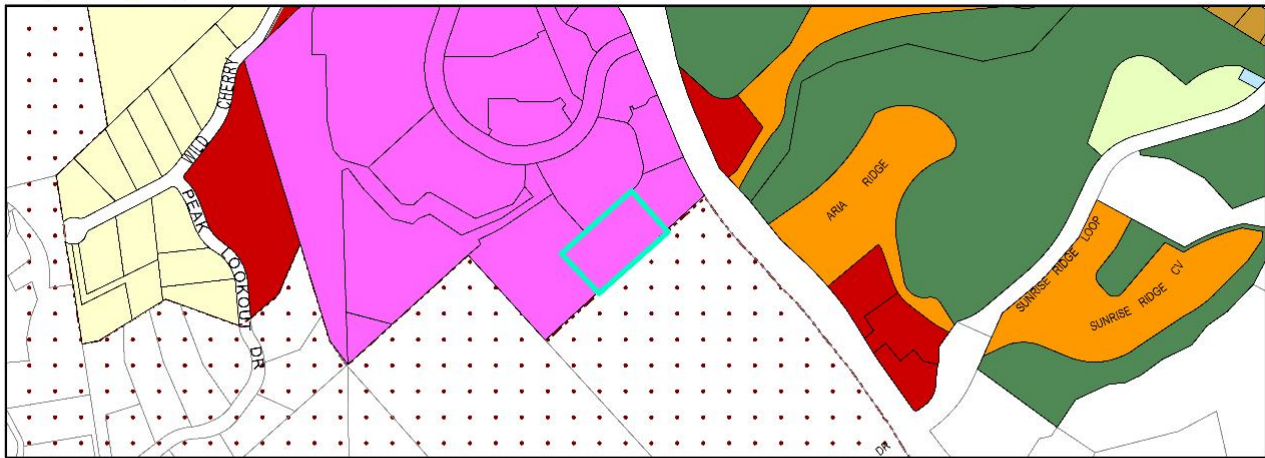
ZAPCO determination regarding a proposed monument sign and building signs for the property located at 322 Medical Parkway.

ATTACHMENTS

- Aerial and Zoning Map
- Application
- Exhibit(s)
- Code Reference

Aerial/Zoning Map

"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."



CITY OF LAKEWAY

322 MEDICAL PKWY



Application²



Building & Development Services
1102 Lohmans Crossing, Lakeway, TX 78734
Phone: (512) 314-7540 Fax: (512) 314-7541
www.lakeway-tx.gov

APPLICATION FOR PERMANENT SIGN PERMIT

(CHECK ONE & INCLUDE NECESSARY SUPPORTING MATERIAL)

- ☒ MONUMENT ☐ MONUMENT MULTI-TENANT ☐ BUILDING (WALL)
☐ HANGING/PROJECTING ☐ DIRECTORY SIGNS ☐ SITE TRAFFIC CONTROL
☐ CHURCH/PUBLIC INFO ☐ OTHER: _____

NAME OF BUSINESS OR BUILDING: <i>Springhill Suites by Marriott</i>		SIGN HEIGHT: <i>8'</i>	SIGN WIDTH: <i>142 1/2'</i>	SO. FOOTAGE: <i>114</i>
ADDRESS OF SIGN: <i>322 Medical Parkway Lakeway, Tx</i>		LEGAL DESCRIPTION (SUBDIVISION, SECTION, LOT #):		
PROPOSED DATE OF INSTALLATION: <i>8/20/19</i>		PROPOSED DURATION: <i>Permanent</i>		
APPLICANT FIRM: <i>ACTA Holdings LLC DBA Sun Signs</i>	CONTACT NAME: <i>Heather Thomas</i>	TELEPHONE: <i>512-326-2451</i>	E-MAIL: <i>info@sunsignsaustin.com</i>	
MAILING ADDRESS: <i>13505 Immanuel Rd Ste B</i>		CITY: <i>Flowerville</i>	STATE: <i>Tx</i>	ZIP CODE: <i>78040</i>
PROPERTY OWNER FIRM: <i>Lakeway Joint Venture</i>	CONTACT NAME: <i>Sunil Patel</i>	TELEPHONE: <i>409-231-9370</i>	E-MAIL:	
MAILING ADDRESS: <i>2000 Pistachio Dr.</i>		CITY: <i>Irving</i>	STATE: <i>Tx</i>	ZIP CODE: <i>75063</i>

SUBMITTAL VERIFICATION/INSPECTION AUTHORIZATION:

That I, as owner or duly authorized officer of the property hereinafter referenced, do hereby execute this document, acknowledge the above statements to be true and accurate to the best of knowledge, and understand that knowing and willful falsification of information will result in rejection of my application and may be subject to criminal prosecution. I have received, read and understand the terms and conditions of this request, and agree to compliance with all applicable codes and ordinances of the City. I authorize the City or their representatives to visit and inspect the property for which this application is being submitted.

APPLICANT SIGNATURE

Heather Thomas

PRINTED NAME

6/14/19

DATE

(FOR CITY USE ONLY)

PERMIT NUMBER:
AMOUNT RECEIVED:
NOTES:



Building & Development Services
 1102 Lohmans Crossing, Lakeway, TX 78734
 Phone: (512) 314-7540 Fax: (512) 314-7541
www.lakeway-tx.gov

APPLICATION FOR PERMANENT SIGN PERMIT

(CHECK ONE & INCLUDE NECESSARY SUPPORTING MATERIAL)

- ☐ MONUMENT ☐ MONUMENT MULTI-TENANT ☒ BUILDING (WALL)
☐ HANGING/PROJECTING ☐ DIRECTORY SIGNS ☐ SITE TRAFFIC CONTROL
☐ CHURCH/PUBLIC INFO ☐ OTHER: _____

North Elevation (B)

NAME OF BUSINESS OR BUILDING: Springhill Suites by Marriott		SIGN HEIGHT: 3'3 1/4"	SIGN WIDTH: 25' - 0 3/4"	Sq. FOOTAGE: 87.5
ADDRESS OF SIGN: 322 Medical Parkway Lakeway, Tx		LEGAL DESCRIPTION (SUBDIVISION, SECTION, LOT #):		
PROPOSED DATE OF INSTALLATION: 8/20/19		PROPOSED DURATION: Permanent		
APPLICANT FIRM: ACTG Holdings LLC DBA Sun Signs	CONTACT NAME: Heather Thomas	TELEPHONE: 512-326-2451	E-MAIL: info@sunsignsaustin.com	
MAILING ADDRESS: 13505 Immune Blvd Ste B		CITY: Pflugerville	STATE: Tx	ZIP CODE: 78660
PROPERTY OWNER FIRM: Lakeway Joint Venture	CONTACT NAME: Sunil Patel	TELEPHONE: 409-231-9370	E-MAIL:	
MAILING ADDRESS: 2000 Pistachio Dr.		CITY: Irving	STATE: TX	ZIP CODE: 75063

SUBMITTAL VERIFICATION/INSPECTION AUTHORIZATION:

That I, as owner or duly authorized officer of the property hereinafter referenced, do hereby execute this document, acknowledge the above statements to be true and accurate to the best of knowledge, and understand that knowing and willful falsification of information will result in rejection of my application and may be subject to criminal prosecution. I have received, read and understand the terms and conditions of this request, and agree to compliance with all applicable codes and ordinances of the City. I authorize the City or their representatives to visit and inspect the property for which this application is being submitted.

APPLICANT SIGNATURE

Heather Thomas

PRINTED NAME

8/20/19

DATE

(FOR CITY USE ONLY)

PERMIT NUMBER:
AMOUNT RECEIVED:
NOTES:



Building & Development Services
 1102 Lohmans Crossing, Lakeway, TX 78734
 Phone: (512) 314-7540 Fax: (512) 314-7541
www.lakeway-tx.gov

APPLICATION FOR PERMANENT SIGN PERMIT

(CHECK ONE & INCLUDE NECESSARY SUPPORTING MATERIAL)

- ☐ MONUMENT ☐ MONUMENT MULTI-TENANT ☒ BUILDING (WALL)
☐ HANGING/PROJECTING ☐ DIRECTORY SIGNS ☐ SITE TRAFFIC CONTROL
☐ CHURCH/PUBLIC INFO ☐ OTHER: _____

South Elevation (C)

NAME OF BUSINESS OR BUILDING: Springhill Suites by Marriott		SIGN HEIGHT: 3' 3 1/4"	SIGN WIDTH: 25' 0 3/4"	SQ. FOOTAGE: 875
ADDRESS OF SIGN: 332 Medical Parkway Lakeway, Tx		LEGAL DESCRIPTION (SUBDIVISION, SECTION, LOT #):		
PROPOSED DATE OF INSTALLATION: 8/20/19		PROPOSED DURATION: Permanent		
APPLICANT FIRM: ACTA Holdings LLC DBA Sun Signs	CONTACT NAME: Heather Thomas	TELEPHONE: (512) 326-2451	E-MAIL: info@sunsignsaustin.com	
MAILING ADDRESS: 1505 Immanuel Rd Ste B		CITY: Pflugerville	STATE: Tx	ZIP CODE: 78660
PROPERTY OWNER FIRM: Lakeway Joint Venture	CONTACT NAME: Sunil Patel	TELEPHONE: 409-231-9370	E-MAIL:	
MAILING ADDRESS: 2000 Pistachio Dr.		CITY: Irving	STATE: Tx	ZIP CODE: 75063

SUBMITTAL VERIFICATION/INSPECTION AUTHORIZATION:

That I, as owner or duly authorized officer of the property hereinafter referenced, do hereby execute this document, acknowledge the above statements to be true and accurate to the best of knowledge, and understand that knowing and willful falsification of information will result in rejection of my application and may be subject to criminal prosecution. I have received, read and understand the terms and conditions of this request, and agree to compliance with all applicable codes and ordinances of the City. I authorize the City or their representatives to visit and inspect the property for which this application is being submitted.

APPLICANT SIGNATURE

Heather Thomas

PRINTED NAME

6/4/19

DATE

(FOR CITY USE ONLY)

PERMIT NUMBER:

AMOUNT RECEIVED:

NOTES:



Building & Development Services
 1102 Lohmans Crossing, Lakeway, TX 78734
 Phone: (512) 314-7540 Fax: (512) 314-7541
www.lakeway-tx.gov

APPLICATION FOR PERMANENT SIGN PERMIT

(CHECK ONE & INCLUDE NECESSARY SUPPORTING MATERIAL)

- ☐ MONUMENT ☐ MONUMENT MULTI-TENANT ☒ BUILDING (WALL)
☐ HANGING/PROJECTING ☐ DIRECTORY SIGNS ☐ SITE TRAFFIC CONTROL
☐ CHURCH/PUBLIC INFO ☐ OTHER: _____

East Elevation (D)

NAME OF BUSINESS OR BUILDING: Springhill Suites by Marriott		SIGN HEIGHT: 6'4 7/8"	SIGN WIDTH: 15'-6 3/8"	SO. FOOTAGE: 100.75
ADDRESS OF SIGN: 332 Medical Parkway Lakeway, Tx		LEGAL DESCRIPTION (SUBDIVISION, SECTION, LOT #):		
PROPOSED DATE OF INSTALLATION: 8/20/19		PROPOSED DURATION: Permanent		
APPLICANT FIRM: Acia Holdings LLC DBA Sun Signs	CONTACT NAME: Heather Thomas	TELEPHONE: 512-326-2451	E-MAIL: info@sunsignsaustin.com	
MAILING ADDRESS: 13505 Immature Rd Ste B		CITY: Pflugerville	STATE: Tx	ZIP CODE: 78660
PROPERTY OWNER FIRM: Lakeway Joint Venture	CONTACT NAME: Sunil Patel	TELEPHONE: 409-231-9370	E-MAIL:	
MAILING ADDRESS: 2200 Pistachio Dr.		CITY: Irving	STATE: Tx	ZIP CODE: 75063

SUBMITTAL VERIFICATION/INSPECTION AUTHORIZATION:

That I, as owner or duly authorized officer of the property hereinafter referenced, do hereby execute this document, acknowledge the above statements to be true and accurate to the best of knowledge, and understand that knowing and willful falsification of information will result in rejection of my application and may be subject to criminal prosecution. I have received, read and understand the terms and conditions of this request, and agree to compliance with all applicable codes and ordinances of the City. I authorize the City or their representatives to visit and inspect the property for which this application is being submitted.

APPLICANT SIGNATURE

Heather Thomas

PRINTED NAME

DATE

(FOR CITY USE ONLY)

PERMIT NUMBER:
AMOUNT RECEIVED:
NOTES:



Building & Development Services
 1102 Lohmans Crossing, Lakeway, TX 78734
 Phone: (512) 314-7540 Fax: (512) 314-7541
www.lakeway-tx.gov

APPLICATION FOR PERMANENT SIGN PERMIT

(CHECK ONE & INCLUDE NECESSARY SUPPORTING MATERIAL)

- ☐ MONUMENT ☐ MONUMENT MULTI-TENANT ☒ BUILDING (WALL)
☐ HANGING/PROJECTING ☐ DIRECTORY SIGNS ☐ SITE TRAFFIC CONTROL
☐ CHURCH/PUBLIC INFO ☐ OTHER: _____

(West Elevation (E))

NAME OF BUSINESS OR BUILDING: <u>Springhill Suites by Marriott</u>		SIGN HEIGHT: <u>6'4 7/16"</u>	SIGN WIDTH: <u>15' 6 3/8"</u>	SO. FOOTAGE: <u>100 TS</u>
ADDRESS OF SIGN: <u>332 Medical Parkway Lakeway, TX</u>		LEGAL DESCRIPTION (SUBDIVISION, SECTION, LOT #):		
PROPOSED DATE OF INSTALLATION: <u>8/20/19</u>		PROPOSED DURATION: <u>Permanent</u>		
APPLICANT FIRM: <u>ACTG Holdings LLC</u> <u>DBA Sun Signs</u>	CONTACT NAME: <u>Heather Thomas</u>	TELEPHONE: <u>512-326-2451</u>	E-MAIL: <u>info@sunsignsaustin.com</u>	
MAILING ADDRESS: <u>13505 Immanuel Rd Ste B</u>		CITY: <u>Planoville</u>	STATE: <u>TX</u>	ZIP CODE: <u>75063</u>
PROPERTY OWNER FIRM: <u>Lakeway Joint Venture</u>	CONTACT NAME: <u>Sunil Patel</u>	TELEPHONE: <u>409-231-9370</u>	E-MAIL:	
MAILING ADDRESS: <u>2000 Pistachio Dr.</u>		CITY: <u>Irving</u>	STATE: <u>TX</u>	ZIP CODE: <u>75063</u>

(FOR CITY USE ONLY)

SUBMITTAL VERIFICATION/INSPECTION AUTHORIZATION:

That I, as owner or duly authorized officer of the property hereinafter referenced, do hereby execute this document, acknowledge the above statements to be true and accurate to the best of knowledge, and understand that knowing and willful falsification of information will result in rejection of my application and may be subject to criminal prosecution. I have received, read and understand the terms and conditions of this request, and agree to compliance with all applicable codes and ordinances of the City. I authorize the City or their representatives to visit and inspect the property for which this application is being submitted.

APPLICANT SIGNATURE

Heather Thomas

PRINTED NAME

6/4/19

DATE

PERMIT NUMBER:

AMOUNT RECEIVED:

NOTES:

Exhibit A

SPRINGHILL SUITES
BY MARIOTT

Design #
0403186A

Sheet 8 of 8

Client
SPRINGHILL SUITES

Address
322 MEDICAL HWY.
LAKEWAY, TEXAS

Account
MKTG

Designer
MKE D.

Date
04/24/13

Approval / Date
CIR

Client
Scales

Notes
Architect

Engineer
Landscaping

Revisions / Dates

CHANDLER
SUITES

403186A.com

1400 Longview Blvd.
Springfield, Texas 77133-1400

1400 Longview Blvd.
Springfield, Texas 77133-1400

1400 Longview Blvd.
Springfield, Texas 77133-1400

1400 Longview Blvd.
Springfield, Texas 77133-1400

1400 Longview Blvd.
Springfield, Texas 77133-1400

1400 Longview Blvd.
Springfield, Texas 77133-1400

1400 Longview Blvd.
Springfield, Texas 77133-1400

1400 Longview Blvd.
Springfield, Texas 77133-1400

1400 Longview Blvd.
Springfield, Texas 77133-1400

1400 Longview Blvd.
Springfield, Texas 77133-1400

1400 Longview Blvd.
Springfield, Texas 77133-1400

1400 Longview Blvd.
Springfield, Texas 77133-1400

1400 Longview Blvd.
Springfield, Texas 77133-1400

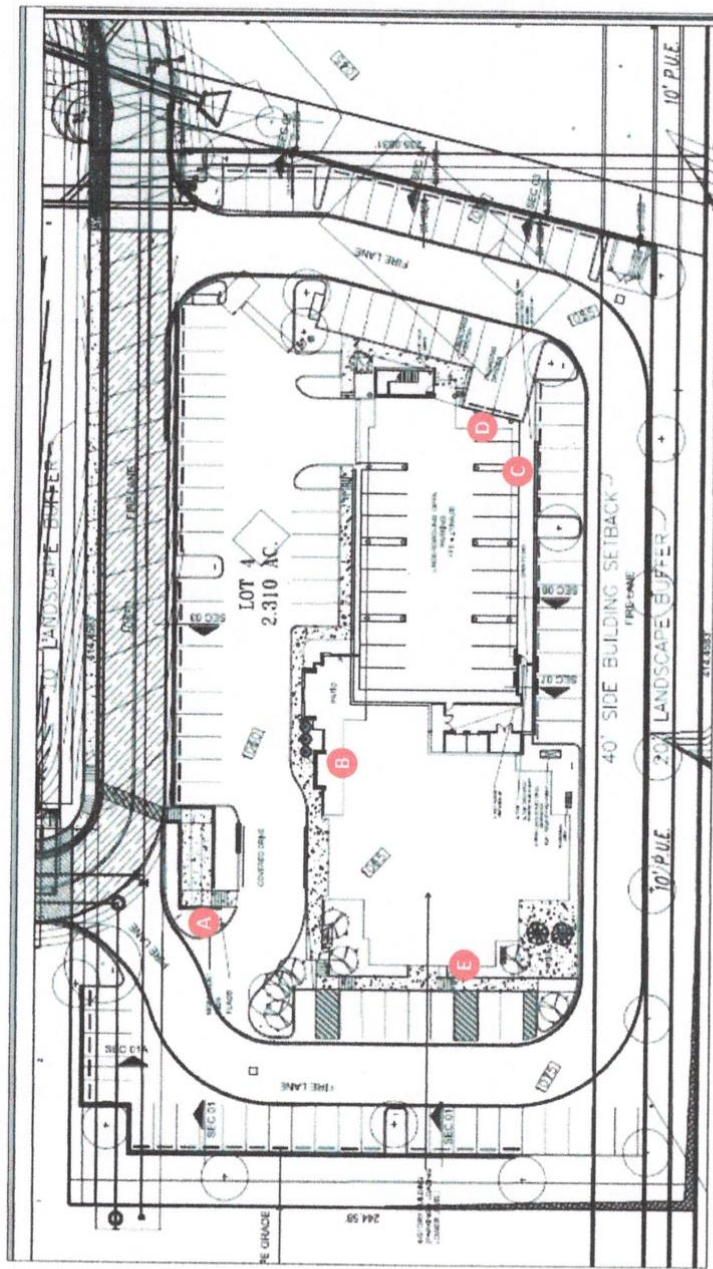
1400 Longview Blvd.
Springfield, Texas 77133-1400

1400 Longview Blvd.
Springfield, Texas 77133-1400

1400 Longview Blvd.
Springfield, Texas 77133-1400

1400 Longview Blvd.
Springfield, Texas 77133-1400

1400 Longview Blvd.
Springfield, Texas 77133-1400

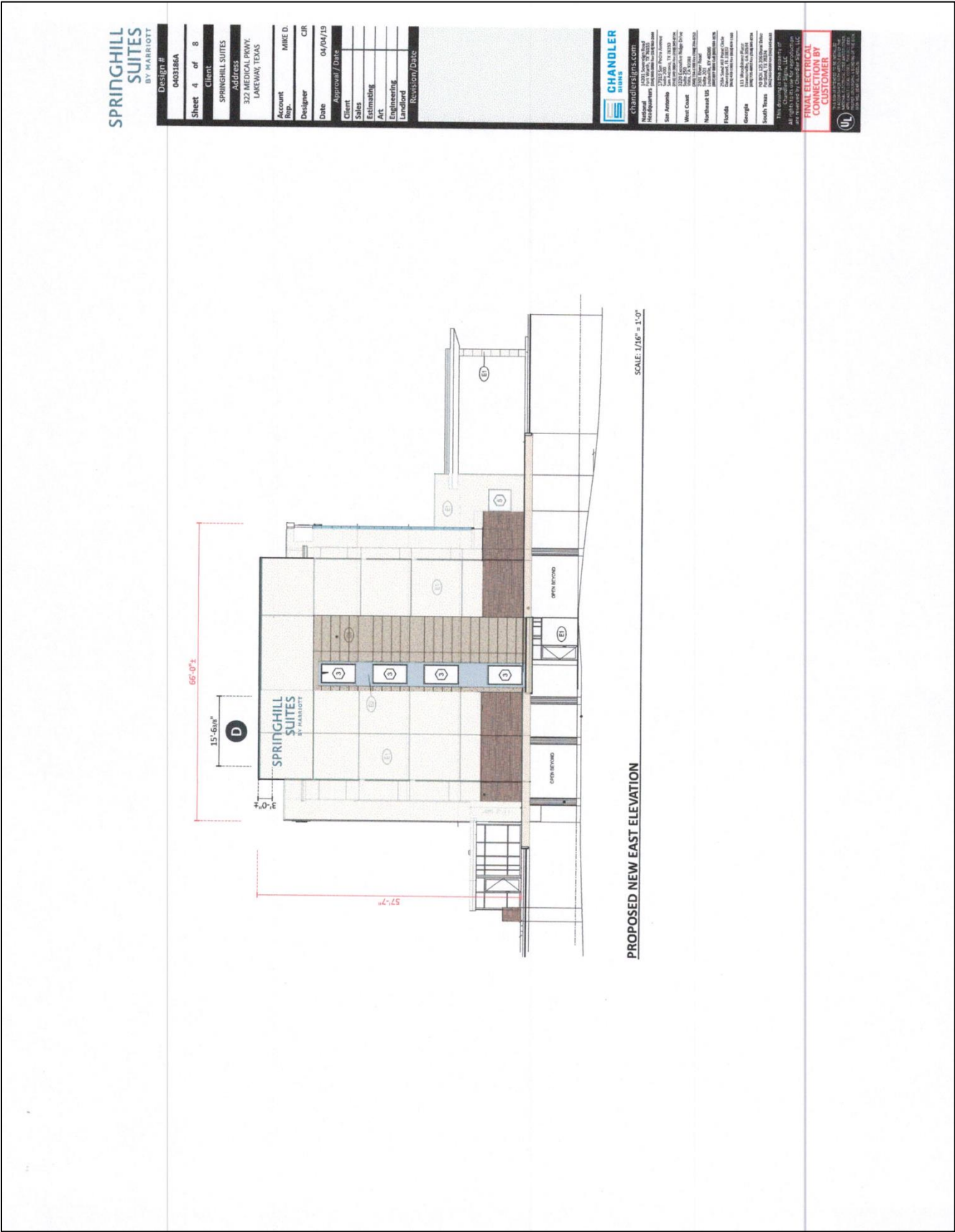


SITE PLAN





[illegible]



SPRINGHILL SUITES
BY HARRIOTT

Design #
0403156A

Sheet 4 of 8

Client
SPRINGHILL SUITES

Address
322 MEDICAL PARK
LAWRENCE, TEXAS

Account Rep.
MIKE D.

Designer
CIR

Date
04/04/19

Client
Sales

Estimating

Arch

Engineering

Landlord

Revision/Date

CHANDLER SIGNS

chandlerdesign.com

14705 Spring Valley Rd
Suite 100
Dallas, TX 75244

San Antonio
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230

West Coast
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230

Northwest
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230

Florida
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230

Georgia
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230

South Texas
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230

CHANDLER SIGNS, LLC
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230

CHANDLER SIGNS, LLC
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230

CHANDLER SIGNS, LLC
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230

CHANDLER SIGNS, LLC
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230

CHANDLER SIGNS, LLC
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230

CHANDLER SIGNS, LLC
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230

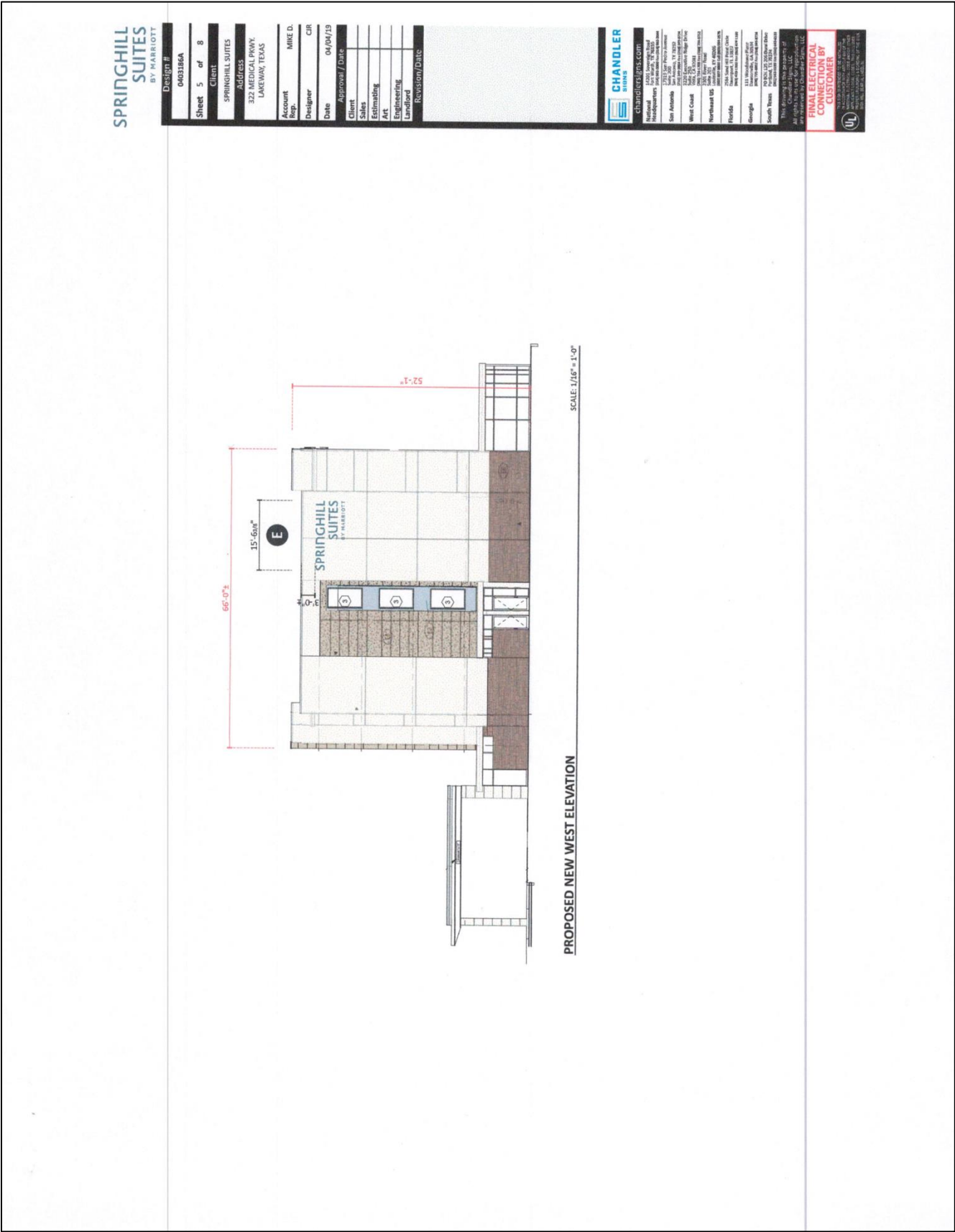
CHANDLER SIGNS, LLC
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230

CHANDLER SIGNS, LLC
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230

CHANDLER SIGNS, LLC
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230

CHANDLER SIGNS, LLC
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230

CHANDLER SIGNS, LLC
12000 San Antonio Rd
Suite 100
San Antonio, TX 78230



SPRINGHILL
SUITES
BY MARRIOTT

Design #

0403186A

Sheet 7 of 8

Client

SPRINGHILL SUITES

Address

322 MEDICAL PKWY.

LAKELAND, FL 34001

Account Rep.

MIKE D.

Designer

CJR

Date

04/04/19

Approval / Date

Client

Sales

Estimating

Art

Engineering

Landlord

Revision / Date

CHANDLER
SIGNS

chandlersigns.com

National

1-800-545-7463

Headquarters - 200 West 10th Street

Fort Worth, TX 76102

San Antonio

1200 West 10th Street

Fort Worth, TX 76102

West Coast

1000 West 10th Street

Fort Worth, TX 76102

Northeast

1000 West 10th Street

Fort Worth, TX 76102

Florida

1000 West 10th Street

Fort Worth, TX 76102

Georgia

1000 West 10th Street

Fort Worth, TX 76102

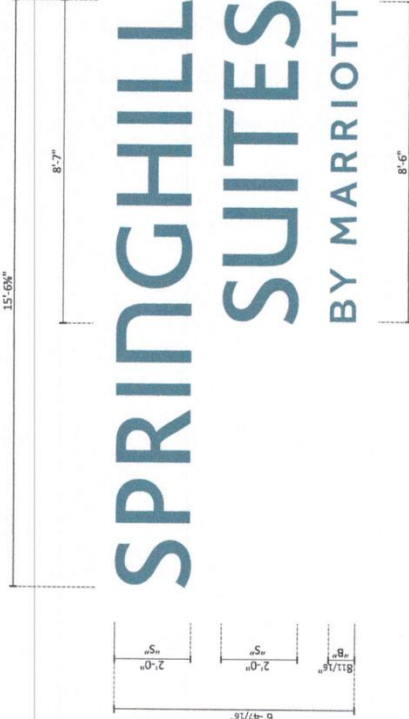
South Texas

1000 West 10th Street

Fort Worth, TX 76102

THIS DRAWING IS THE PROPERTY OF
CHANDLER SIGNS. IT IS TO BE USED FOR THE PROJECT
SPECIFICALLY IDENTIFIED HEREIN. IT IS NOT TO BE
REPRODUCED OR TRANSMITTED IN ANY FORM OR BY
ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING
PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION
STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE
WRITTEN PERMISSION OF CHANDLER SIGNS.

FINAL ELECTRICAL
CONNECTION BY
CUSTOMER



D E FACE-LIT CHANNEL LETTERS - SHS CL24 BLUE - 3 LINE

(2) SETS REQUIRED - MANUFACTURE & INSTALL

ALUMINUM RETURNS / BLACK SATIN FINISH

BLACK JEWELITE RETAINERS

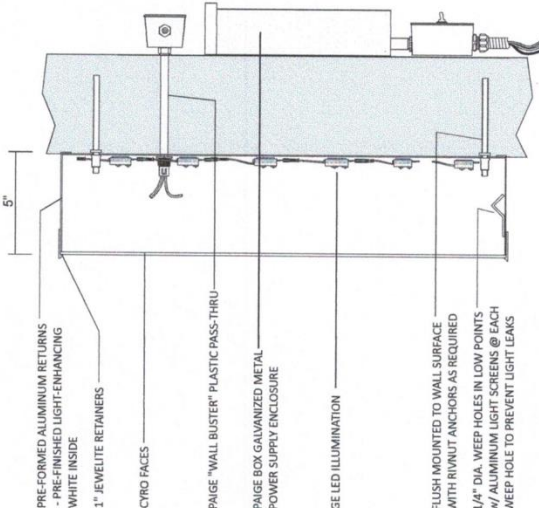
WRT31 WHITE CYRO FACES w/ 3615-7994 BLUE DUAL COLOR FILM OVERLAYS

GE WHITE LED INTERNAL ILLUMINATION

SCALE: 1/4" = 1'-0"



Detail E



D E LETTER SECTION DETAIL

Sec. 26.04.005 Authorized permanent signs in a commercial district

(a) Monument signs.

(1) General.

(A) Purpose: To identify the occupant(s) of a building through use of a freestanding monument.

(B) Maximum size:

(i) On property with frontage on RR 620 and/or SH 71: Text and logo shall be no more than thirty-six (36) sq. ft.; address numbers shall be no more than eight (8) sq. ft.; and the monument shall be no greater than twelve (12) ft. wide.

(ii) All others: Text and logo shall be no more than twenty-four (24) sq. ft.; address numbers shall be no more than eight (8) sq. ft.; and the monument shall be no greater than twelve (12) ft. wide.

(C) Maximum height: The monument shall be no more than eight (8) ft. high.

(D) Number: One (1) sign on the primary access street. If there are public entrances on other streets, proposals for additional signs may be approved by the commission.

(E) Location: On premises within the property lines. (Monument signs may also be approved for stand-alone pad site buildings that are part of a multitenant center but are not platted as individual lots. Pad site buildings may not have separate monument signs and also be included on the multitenant center's monument sign.)

(F) Design:

(i) The monument shall be solid masonry (stone, brick and/or stucco) to match the building(s). Depending on the proposed design, metal that matches the building(s) may be approved by the zoning and planning commission.

Code Reference^{1,2}

(ii) Only the name of the building, business, complex or subdivision (no description), the associated logo, and the address numbers are permitted.

(iii) The name, logo and address numbers shall be the same color. The use of additional colors for minor accents may be approved by the zoning and planning commission.

(iv) Letters shall be a minimum of six (6) inches in height. Address numbers shall be a minimum of eighteen (18) inches in height on property with frontage on RR 620 and/or SH 71 and twelve (12) inches in height for all other streets.

(v) Letters and address numbers shall be attached directly to the face of the monument (no “cabinets”) and shall be flat-cut or channel (reverse or face-lit). Stencil-cut letters that appear flush with the monument and have a background that matches the monument may be approved by the commission. Reflective surfaces and molded plastic or molded acrylic backgrounds are not permitted.

(G) Lighting: Spot lit or individual letter internal illumination.

(H) Duration: Permanent.

(I) Landscape: A minimum of one hundred (100) sq. ft. at the base of the sign. Landscaping shall be installed and maintained so that the visibility of the address numbers is not obstructed.

(J) Additional:

(i) If located in public utility easement, the owner of the property is responsible for removal, relocation or replacement at a utility company's request.

(ii) Permit requires zoning and planning commission approval.

Code Reference^{2,1}

Sec. 26.04.005 Authorized permanent signs in a commercial district

(b) Building signs.

- (1) Purpose: To identify the occupant(s) of a building through use of a mounted sign.
- (2) Maximum size:
 - (A) On property with frontage on RR 620 and/or SH 71: Twenty-four (24) sq. ft. and no greater than sixteen (16) ft. wide.
 - (B) All others: Sixteen (16) sq. ft. and no greater than eight (8) ft. wide.
- (3) Maximum height: Below the roof eaves.
- (4) Number: One (1) sign per occupant of the building. If there are public entrances on more than one (1) street or parking area, proposals for additional signs may be approved by the planning and zoning commission.
- (5) Location: On the building.
- (6) Design:
 - (A) Only the name of the occupant and associated logo is permitted.
 - (B) All signage in a multi-tenant center must be uniform in material and lighting.
 - (C) No more than two (2) principle colors may be used for text and logos per sign and no more than two (2) principle colors may be used throughout a multi-tenant center. The use of additional colors for minor accents may be approved by the zoning and planning commission.
 - (D) Letters shall be attached directly to the face of the building or to a raceway painted to match the building (no “cabinets”) and shall be flat-cut or channel (reverse or face-lit). Reflective surfaces and molded plastic or molded acrylic backgrounds are not permitted.
- (7) Lighting: Subject to approval of the commission.

Code Reference^{2.2}

- (8) Duration: Permanent.
- (9) Landscape: None required.
- (10) Additional: Permit requires zoning and planning commission approval.

CITY OF LAKEWAY, TEXAS

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LAKEWAY, TEXAS, AMENDING THE CODE OF ORDINANCES, TITLE II: BUILDING AND DEVELOPMENT REGULATIONS; CHAPTER 26: SIGNS; ARTICLE 26.04: AUTHORIZED SIGNS AND PROHIBITED SIGNS; SECTION 26.04.001: AUTHORIZED SIGNS IN ALL DISTRICTS; AND SECTION 26.04.002: PROHIBITED SIGNS IN ALL DISTRICTS; AND PROVIDING FOR SAVINGS, SEVERABILITY, REPEALER, AND AN EFFECTIVE DATE.

WHEREAS, the City of Lakeway, Texas (“the City”) desires to update its sign regulations to meet the changing conditions in the City as well as the changed statutory and legal requirements related to sign regulation; and

WHEREAS, signs are often placed in close proximity to public rights-of-way, and such placement creates visual obstruction of oncoming pedestrian and vehicular traffic; and

WHEREAS, uncontrolled placement of signs could have a negative impact on the health, safety, and welfare of local residents; and

WHEREAS, amending regulations of signs in the City will also substantially promote the City's interest in preserving the aesthetic beauty of the City; and

WHEREAS, the City was awarded Gold Status through the Scenic City Certification Program administered by Scenic Texas, and by doing so the City has committed to enforce quality sign regulations that protect scenic vistas; and

WHEREAS, pursuant to Texas Local Government Code Section 51.001, the City has general authority to adopt an Ordinance or police regulation that is for the good government, peace or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

WHEREAS, pursuant to Chapter 216 of the Texas Local Government Code, the City has the authority to regulate signs within the city limits and the extraterritorial jurisdiction (ETJ).

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Lakeway, Texas:

1. FINDINGS OF FACT

The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

2. AMENDMENT

Title II (Building and Development Regulations); Chapter 26 (Signs); Article 26.04 (Authorized and Prohibited Signs); Section 26.04.001 (Authorized signs in all districts) and Section 26.04.002 (Prohibited signs in all districts) of the City of Lakeway Code of Ordinances is hereby amended as follows:

“Sec. 26.04.001 Authorized signs in all districts

The following signs authorized under this section are authorized without a permit:

- (1) Legal nonconforming signs. Legal nonconforming signs or flag poles shall be governed by the regulations in place at the time they were permitted. Modification of a sign or the structure to which the sign is attached shall require the sign to comply with the regulations of this chapter. Restoration of a legal nonconforming sign does not forfeit the sign’s exempted status. A legal nonconforming sign shall not be replaced or relocated, except in compliance with this chapter.

Sec. 26.04.002 Prohibited signs in all districts

Any sign not expressly authorized by this chapter is prohibited. Examples of prohibited signs include, but are not limited to:

.....

- (13) ~~New b~~Billboards (~~off-premises signs~~) with commercial advertising are prohibited. A billboard that is moved or relocated from one location to another location in the City or ETJ is a “new” billboard and is prohibited.”

3. SAVINGS

The repeal of any ordinance or part of ordinances effectuated by the enactment of this Ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this Ordinance.

4. SEVERABILITY

If any section, subsection, sentence, clause, phrase or word of this Ordinance is for any reason held to be unconstitutional, such holding shall not affect the validity of the remaining portions of this Ordinance.

5. REPEALER

All Ordinances, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated, herein.

6. EFFECTIVE DATE

This Ordinance shall be effective immediately upon passage and publication as provided for by law.

7. PROPER NOTICE & MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, and Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

PASSED & APPROVED this, the day of _____ 2019, by a vote of ____ (*ayes*) ____ (*nays*) ____ (*abstentions*) of the City Council of Lakeway, Texas.

CITY OF LAKEWAY:

By: _____

Sandra L. Cox, Mayor

ATTEST:

Jo Ann Touchstone, City Secretary