

**MEETING MINUTES**  
**AUSTIN CITY PLANNING COMMISSION**  
**TUESDAY, JANUARY 12, 2021**  
**AUSTIN CITY COUNCIL CHAMBERS**  
**5:30 PM:**

**COMMISSIONERS PRESENT:** Melissa Swenson, Jay Lutz, Megan Burroughs, Rita Srock, Jana Norman

**COMMISSIONERS ABSENT:** Karem Salas Ramirez, Aaron Stewart, Andrew Klenner, Brad Lindberg

**OTHERS PRESENT:** City Attorney Craig Byram, Planning & Zoning Administrator Holly Wallace, Public

Commissioner Swenson called the meeting to order at 5:30pm.

Ms. Wallace requested we appoint a new Chair and Vice Chair for the 2021 year.

Ms. Wallace stated the nominations are Commissioner Swenson for Chair and Commissioner Lutz for Vice-Chair. All were in favor, none opposed. Roll Call below. Motion carried.

Swenson – Aye

Lutz – Aye

Burroughs – Aye

Srock – Aye

Norman – Aye

Ayes – **5** Nays – **0**

Ms. Wallace introduced the new members and welcomed them to the Planning Commission.

Commissioner Swenson introduced Mayor Steve King to the Planning Commission.

Mayor King welcomed the new members and said as the new Mayor of Austin he is proud of citizens like them that are willing to give up their time out of their busy lives. These committees are important, especially Planning Commission. The council really respects the Planning Commissions recommendations.

Commissioner Swenson asked if all commissioners have had a chance to review the minutes from the Tuesday, November 10, 2020 meeting. Commissioner Lutz voted to approve the minutes. Commissioner Srock seconded. All in favor, none opposed. Roll Call below. Motion carried.

Swenson – Aye

Lutz – Aye

Burroughs – Aye

Srock – Aye

Norman – Aye

Ayes – **5** Nays – **0**

**SIGN APPEAL:** To consider a Sign Appeal from Pet Authority at 803 18<sup>th</sup> Ave NW in a “B-2” Community Business District.

Ms. Wallace reviewed the request reading through the back up material.

Commissioner Lutz asked for verification that the sign is non-illuminated.

Ms. Wallace said yes, not illuminated.

Commissioner Burroughs asked if there is another sign on that side of the structure.

Commissioner Norman said yes, the Vet Clinic has one also.

Commissioner Burroughs asked about the total square footage of the sign to wall calculation.

Ms. Wallace said each business has an allowance and both are under the required coverage.

Commissioner Norman stated from a business standpoint it would make sense to have a sign there and Doctor Williams already has one facing that direction.

Commissioner Burroughs said this sign seems compatible to the area. The only one that may have an objection would be Culvers but they are really far enough away it shouldn't be a problem. And it is not a lit sign.

Commissioner Srock said it looks great there and sees no problem with the request.

Commissioner Swenson stated the sign installer is present if anyone has any questions for him. There were none so Commissioner Swenson asked for a motion.

Commissioner Norman motioned to recommend approval of the sign appeal as requested. Commissioner Lutz seconded. Roll call below. Motion carried.

Swenson – Aye

Lutz – Aye

Burroughs – Aye

Srock – Aye

Norman – Aye

Ayes – **5** Nays – **0**

Commissioner Burroughs motioned to adjourn. Seconded by Commissioner Norman. All in favor, none opposed. Roll call below.

Swenson – Aye

Lutz – Aye

Burroughs – Aye

Srock – Aye

Norman – Aye

Ayes – **5** Nays – **0**

Meeting adjourned at 5:46 pm.