



Meeting Minutes - Draft City Planning Commission Work Session

Thursday, June 4, 2026

9:00 AM

30 S. Nevada Ave., Suite 102

1. Call to Order and Roll Call

Present: 8 - Chair Hensler, Commissioner Robbins, Commissioner Willoughby, Commissioner Engel, Commissioner Case, Commissioner Gigiano, Commissioner Clements and Commissioner Cecil

Absent: 1 - Vice Chair Slattery

2. Changes to Agenda/Postponements

3. Communications

Nadine Hensler - Planning Commission Chair

Chair Hensler said interviews had recently been conducted for Commission vacancies, one voting member and two alternates. Chair Hensler stated that Council action on appointments was expected the following Tuesday.

Chair Hensler said based on term expiration dates, new appointments were likely to take effect in August.

Chair Hensler also encouraged Commissioners to respond promptly regarding attendance, particularly for scheduling special meetings.

Kevin Walker - Planning Director

Mellisa Wutzke, Senior Analyst, introduced Samantha Fahnestock who recently joined as a Planning Technician I. She described her previous work with the City of Austin in historic preservation as a Planner III.

Kevin Walker, Planning Director, reported that the Boulder Street vacation had been approved on a 6-2 vote, with one abstention, following extensive public process. He said there will not be a Council meeting on June 23 due to the Municipal League conference.

Mr. Walker stated that the 2027 budget development process had begun. He also announced that a more detailed discussion would follow related to special meeting scheduling for the Data Center.

4. New Business

Cottage Court of Costilla

- 4.A. [DVSA-26-00](#)
[01](#) A Development Standards Adjustment to City Code Section 7.4.1003 to provide 11 off-street parking spaces where 18 parking spaces are required, located at 745 E Costilla Street and 404 and 410 South Prospect Street.
(Quasi-Judicial)

Presenter:

William Gray, Senior Planner, City Planning Department
Kevin Walker, Planning Director, City Planning Department

Attachments: [7.5.525 DEVELOPMENT STANDARDS ADJUSTMENT](#)

William Gray, Senior Planner, presented an overview of the proposed Development Standards Adjustment and Development Plan for the Cottage Court of Costilla project. He described the site at 745 E. Costilla Street and 404-410 South Prospect Street, located just east of downtown near Shooks Run. Mr. Gray summarized the zoning (MXL), the surrounding mix of residential, commercial, and industrial uses, and the history of prior development on the property.

Mr. Gray said the project proposes 14 single-family attached units in a cottage-court layout with duplex-style buildings situated around a central green space, 11 rear-alley parking spaces are proposed, where code would normally require eighteen. He explained that the applicant sought to apply multifamily parking standards to reduce onsite parking and utilize available reductions for on-street parking, transit adjacency, and bicycle routes.

Mr. Gray emphasized that the project aimed to address “missing middle” housing goals by offering smaller, attached homes within walking, biking, and transit proximity to downtown. He anticipated neighborhood concerns related to density, parking, and traffic. He also encouraged Commissioners to reflect on broader policy questions surrounding the balance between onsite parking requirements and the provision of urban housing.

Commissioners asked questions regarding bicycle parking, HOA or management structure, project links, and site circulation. Staff stated that no bicycle parking was included at this time and that questions regarding maintenance structures should be directed to the applicant.

- 4.B. [DEPN-25-01](#) The Cottage Court on Costilla Development Plan establishing a 14-lot, single-family attached housing development consisting of 22,230 square feet (.51 acres) located at 745 East Costilla Street and 404 and 410 South Prospect Street.
[64](#) (Quasi-Judicial)

Presenter:

William Gray, Senior Planner, City Planning Department
Kevin Walker, Planning Director, City Planning Department

Attachments: [Staff Report Cottage Crt](#)
[Attachment 1-Vicinity Map](#)
[Attachment 2-Plan View](#)
[Attachment 3-Zoning Map](#)
[Attachment 4-Context Map](#)
[Attachment 5-Public Comment](#)
[Attachment 6-Project Statement](#)
[Attachment 7-Development Plan](#)
[Attachment 8-Street View](#)
[Attachment 9-Prospect Street](#)
[7.5.515 DEVELOPMENT PLAN](#)

5. Presentations

Data Center Updates

- 5.B. [CPC 2735](#) General discussion for status and schedule updates regarding the Data Center.

Presenter:

Kevin Walker, City Planning Director

Mr. Walker provided an update on the status and scheduling requirements related to a pending data center project, noting that he would not discuss project substance due to the quasi-judicial nature of forthcoming appeals. He explained that staff expected to conclude administrative review the following week and anticipated that any decision, approval or denial, was likely to be appealed.

Mr. Walker detailed appeal timelines, including a ten-day appeal period followed by mandatory scheduling within seven days and a required hearing window 30-60 days afterward. To meet these deadlines, staff requested Commissioners' availability for dates in late July. Mr. Walker

emphasized the need to identify feasible dates, as the hearings could involve substantial public participation.

Commissioners discussed date preferences. Several expressed that a Friday meeting would be less ideal, preferring Thursday or Monday. Final confirmation of the exact date will be provided once decided.

AnnexCOS Updates

5.A. [CPC 2734](#) AnnexCOS Updates.

Presenter:
Shelia Booth, Planning Manager

Attachments: [AnnexCOS_CPC_Workshop_060426](#)

Mr. Walker delivered an overview of the ongoing update to the AnnexCOS plan. He explained that state statute requires updates every three years and that the current effort, which began in 2024, was nearing completion. Recent annexations, public processes, and changes in development conditions have necessitated significant revisions.

Mr. Walker summarized the historical context and shifts in approach, including major annexations in 2025, the recent annexation election outcome, and increased coordination with military installations. He explained that the update focuses on establishing policy guidance rather than mapping land priorities or prescribing land plans. The annexation process, three-mile plan requirements, fiscal impact analysis, enclave considerations, and county-city coordination were discussed in detail.

Commissioners asked questions regarding city obligations following annexation, public safety service levels, fiscal impacts, water resource implications, and the relationship between annexation and subsequent development review. Mr. Walker described how annexation agreements modify service responsibilities, how fiscal analysis is performed, and how jurisdictional changes differ from actual growth.

Mr. Walker stated that a full draft of the updated AnnexCOS document would be provided to Commissioners before the upcoming formal hearing and that additional public engagement may occur.

6. Adjourn