

**PLANNING AND ZONING
DECEMBER 17, 2013
MINUTES**

The regular meeting of the Planning and Zoning Commission was called to order by Commissioner Zahn at 5:50 p.m. on December 17, 2013, in the Precouncil Conference Room of City Hall, 201 North Ector Drive. Those present included Commission Members George Zahn, Monty Huffman, LuAnn Portugal, Jeremy Tompkins, and David Brown.

During the Precouncil meeting:

- Director of Planning and Economic Development Collins reviewed the regular agenda items.

MEMBERS AND STAFF PRESENT:

Commissioner George Zahn
Commissioner Monty Huffman
Commissioner LuAnn Portugal
Commissioner Jeremy Tompkins
Commissioner David Brown
Hal Cranor, Director of Public Works
Mike Collins, Director of Planning and Economic Development
Paul Smith, Fire Marshal
Stephen Cook, Senior Planner
Don Sheffield, Building Official
Alicia Davenport, Administrative Secretary

MEMBERS ABSENT:

Chairman Richard McNeese
Vice Chairman Troy Mennis

VISITORS:

Tom Winn
Jim Dewey

THE INVOCATION AND THE PLEDGE OF ALLEGIANCE: The Invocation was given by Commissioner Portugal and the Pledge of Allegiance was given by Commissioner Huffman.

ITEM 1 CONSIDER APPROVAL OF PLANNING AND ZONING MINUTES
Regular Meeting of December 3, 2013

Commissioner Portugal made a motion to approve the minutes for called meeting of December 3, 2013. Commissioner Tompkins seconded the motion. The vote was as follows:

Ayes: Commissioners Zahn, Huffman, Portugal, Tompkins, and Brown.

Nays: None

Abstention: None

The motion carried: (5-0-0)

ITEM 2 CASE #13-05-PP CONSIDER APPROVAL OF PRELIMINARY PLAT

Consider a request for a Preliminary Plat changing 1.54 acres of land located in the William G. Matthews Survey, Abstract 1052, located northeast of the intersection of S. Main Street and E. Whitener Road, to the Trinity Court Addition

Stephen Cook, Senior Planner, gave a brief description of the case. The applicant proposes to preliminary plat the 1.54 acres for eight (8) single family detached dwelling units. The Planning and Zoning Commission held a public hearing on September 17, 2013 and recommended approval of the Planned Development (PD) Zoning. The City Council approved the PD on October 8, 2013.

The eight (8) lots will have internal sidewalks and access to S. Main Street and E. Whitener Road. The plat indicates the setback distances as required by the conditions of the Planned Development zoning ordinance.

The Development Services Group has reviewed the proposed Preliminary Plat and has certified that it meets the technical standards of the City of Euless. Staff recommends approval.

There were no questions or comments presented by the Commission.

Commissioner Brown made a motion to approve case no. 13-05-PP. Commissioner Tompkins seconded the motion. The vote was as follows:

Ayes: Commissioners Zahn, Huffman, Portugal, Tompkins, and Brown.

Nays: None

Abstention: None

The motion carried: (5-0-0)

ITEM 3 CASE #13-06-FP – CONSIDER APPROVAL OF FINAL PLAT

Approve a request for a Final Plat changing 15.729 acres from the Bradford Adam Survey Abstract No 152 to The Dominion at Bear Creek Phase 1, Block A, Lots 36-39, A, B & C; Block B, Lots 15-26; Block C, Lots 1-15, A; Block D, Lots 1-24, A, B, C, D, E, F & G; Block E, Lot A; Block F, Lots A & B totaling 55 residential lots and 14 open space lots. The property is located south of Midway Drive and west of Bear Creek Parkway.

Stephen Cook, Senior Planner, gave a brief description of the case. The Planning and Zoning Commission approved a preliminary plat of this property on December 18, 2012. This plat establishes the first phase of the development including 55 residential lots in accordance with the regulations of the Planned Development Ordinance. The open space lots within this subdivision establish the internal trail connections through the subdivision, the swimming pool amenity center for the subdivision and the external trail system along Bear Creek Parkway and Midway Drive which will eventually connect with the greater Riverwalk development.

The Development Services Group has certified that the conditions contained within the final plat application meet the technical standards of the City of Euless.

Staff recommends approval of the Final Plat.

There were no questions or comments presented by the Commission.

Commissioner Tompkins made a motion to approve case no. 13-06-FP. Commissioner Portugal seconded the motion. The vote was as follows:

Ayes: Commissioners Zahn, Huffman, Portugal, Tompkins, and Brown.

Nays: None

Abstention: None

The motion carried: (5-0-0)

ITEM 4 CASE #13-08-SP – CONSIDER A REQUEST FOR A SITE PLAN

Motion to recommend approval of a request for a Site Plan for Commercial Development located on Block B, Lot 1 Glade Parks Addition, west of SH 121, south of Loving Trail.

Stephen Cook, Senior Planner, gave a brief description of the case. This is a site plan for a commercial building with retail lease spaces on an outparcel of the Glade Parks master development. This parcel, referred to as parcel 21 within the original Preliminary Plat of Glade Parks, is located immediately north of the existing Rosa's Café restaurant.

The applicant proposes to construct a 9,050 square foot retail site with four lease areas. The building will be protected with a fire sprinkler system and have fire lane (EADUE) installed around the north and east sides of the structure, tying into the restaurant to the south.

The site provides enough parking to meet the standards of the PD zoning district and the City of Euless Unified Development Code. Because of the grade difference from the grade elevation of the building and the grade of SH 121, a retaining wall will be constructed along the highway frontage. Landscaping will exceed the minimum standards of the ordinance and be provided along the street frontages of Loving Trail,

SH 121 and Rio Grande Blvd. The front sidewalk along the storefronts will feature raised planters to provide landscaping along the front of the building and provide an intervening structure between the parking areas and the front of the building, shielding from accidental vehicular movement into the building.

The façade of the building meets the architectural intent of the Glade Parks original vision. There are differences in heights of the leased spaces as well as caps to the buildings which will be reminiscent of the design style of the primary in-line retail spaces to be built. The materials of the building will be compliant with the masonry standards of the City of Euless.

The Development Services Group has certified that the site plan is in accordance with the requirements of the City of Euless.

Staff recommends approval of the site plan.

Commissioner Tompkins asked for clarification on the signage for the site.

Tom Winn, 4909 Stage Line Drive, Arlington, TX representing the developer stated that the signage is the responsibility of the developer and will be submitted according to the requirements within the Planned Development and City Sign Code.

There were no further questions or comments presented by the Commission.

Commissioner Huffman made a motion to approve case no. 13-08-SP. Commissioner Brown seconded the motion. The vote was as follows:

Ayes: Commissioners Zahn, Huffman, Portugal, Tompkins, and Brown.

Nays: None

Abstention: None

The motion carried: (5-0-0)

ITEM 5 CASE #13-09-SP – CONSIDER A REQUEST FOR A SITE PLAN

Motion to recommend approval of a request for a Site Plan for Commercial Development located on 1.071 acres JH Havins Survey A 685 Tr 2a, 3, west of SH 121, north of Chisholm Trail.

Stephen Cook, Senior Planner, gave a brief description of the case. This is a site plan for a commercial building with retail lease spaces on an outparcel of the Glade Parks master development. This parcel, referred to as parcel 19 within the original Preliminary Plat of Glade Parks is located immediately south of the existing Rosa's Café restaurant.

The applicant proposes to construct an 8,000 square foot retail site with three lease areas. The building will be protected with a fire sprinkler system and have fire lane (EADUE) installed around the north, east and west sides of the structure. Access to the building will primarily be from Rio Grande Boulevard.

The site provides enough parking to meet the standards of the PD zoning district and the City of Euless Unified Development Code. Landscaping will exceed the minimum standards of the ordinance and be provided along the street frontages of SH 121 and Rio Grande Blvd. The front sidewalk along the storefronts will feature raised planters to provide landscaping along the front of the building and provide an intervening structure between the parking areas and the front of the building, shielding from accidental vehicular movement into the building.

The façade of the building meets the architectural intent of the Glade Parks original vision. There are differences in heights of the leased spaces as well as caps to the buildings which will be reminiscent of the design style of the primary in-line retail spaces to be built. The materials of the building will be compliant with the masonry standards of the City of Euless.

The Development Services Group has certified that the site plan is in accordance with the requirements of the City of Euless.

Staff recommends approval of the site plan.

There were no questions or comments presented by the Commission.

Commissioner Brown made a motion to approve case no. 13-09-SP. Commissioner Portugal seconded the motion. The vote was as follows:

Ayes: Commissioners Zahn, Huffman, Portugal, Tompkins, and Brown.

Nays: None

Abstention: None

The motion carried: (5-0-0)

ITEM 6 HOLD PUBLIC HEARING FOR SPECIFIC USE PERMIT CASE NO. 13-13-SUP, AND CONSIDER RECOMMENDATION FOR AN ORDINANCE

Receive public input regarding the request for a Specific Use Permit on House Kitty Addition, Block 2, Lot 3, 1108 Westpark Way for a Material Spray Liner and Retail Accessories Store use in the Texas Highway 10 Multi-use District (TX-10) and consider recommendation for an Ordinance.

Commissioner Zahn opened the public hearing.

Stephen Cook, Senior Planner, gave a brief description of the case. Mr. Meghdadpour is the managing partner of the business which specializes in the spraying of textiles, wood, truck beds and closed cell Styrofoam of waterproofing materials. They also have the ability to install truck accessories including step bars, grill guards, wind deflectors and other similar items. The building is an existing 5,000 square foot building which has previously had an upholstery business and subsequently a landscaping business.

The business has three full time employees and operates typical weekday business hours of Monday-Friday from 8:00am to 5:00pm. The spray lining business produces no volatile organic compounds which would require a full spray booth. The employees wear protective respiratory equipment for the polyurethane materials.

Staff recommends approval with the following conditions:

1. The Specific Use Permit is tied to the Managing Partner: Mr. Kaveh Meghdadpour; and,
2. The Specific Use Permit is tied to the Business Name: Xccessorize Limited, Inc. dba United Linings and Accessories; and,
3. All customer vehicles kept overnight must be parked interior to the building; and,
4. No outdoor storage of vehicles or materials is allowed; and,
5. The specific services that are permitted to be performed include: vehicle spray lining, vehicle accessory retail and installation, materials spray lining; and,
6. The Specific Use Permit may be revoked if one or more of the conditions imposed by this permit has not been met or has been violated.

Commissioner Zahn asked if there were any proponents/opponents. Seeing none, the public hearing was closed.

Commissioner Portugal asked for clarification on the required training for staff.

Kaveh Meghdadpour, 1108 Westpark Way, Euless, TX 76040, stated that in order to be a supplier every one of their employees that comes into contact with the spray liner chemicals and materials must undergo the company mandated safety and handling training. They are not open to the public, but contracted with local dealerships to install the bed liner material. For insurance purposes they do not house vehicles on property overnight.

There were no further questions or comments presented by the Commission.

Commissioner Tompkins made a motion to approve case no. 13-13-SUP with the conditions as written. Commissioner Portugal seconded the motion. The vote was as follows:

Ayes: Commissioners Zahn, Huffman, Portugal, Tompkins, and Brown.

Nays: None

Abstention: None

The motion carried: (5-0-0)

There being no further business the meeting was adjourned at 6:58 p.m.

Chairman McNeese

Date