



# City of Coppell, Texas

255 E. Parkway Boulevard  
Coppell, Texas  
75019-9478

## Minutes

### Planning & Zoning Commission

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Wednesday, June 18, 2025

6:00 PM

255 Parkway Blvd.

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Edmund Haas  
(Chair)

Sue Blankenship  
(Vice Chair)

Cindy Bishop

Freddie Guerra

Kent Hafemann

Ed Maurer

John Dobmeier

**PRESENT:** Chairman, Edmund Haas; Vice Chair, Sue Blankenship; Commissioner, Cindy Bishop; Commissioner, Freddie Guerra; Commissioner, John Dobmeier; and Commissioner Hafemann virtually via Zoom.

**ABSENT:** Commissioner, Ed Maurer

Also present were Matt Steer, Development Services Administrator; Aaron Tainter; Assistant Director of Public Works; Robert Hager, City Attorney; Jacqueline Nivens, Senior Administrative Assistant; and Kami McGee, Board Secretary.

Notice was given that the Planning and Zoning Commission of the City of Coppell, Texas, met on Wednesday, June 18, 2025, in Regular Called Session at 6:00 p.m. for Work Session, and Regular Session at 6:30 p.m., at Town Center, 255 Parkway Boulevard, Coppell, Texas.

As authorized by Section 551.071(2) of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.

The City of Coppell reserves the right to reconvene, recess or realign the Work Session, or called Executive Session, or order of business, at any time prior to adjournment.

As authorized by Section 551.127, of the Texas Government Code, one or more commissioners or employees may attend this meeting remotely using videoconferencing technology.

The purpose of this meeting was to consider the following items:

**Regular Session (Open to the Public)****1. Call To Order**

Chairman Haas called the meeting to order at 6:01 p.m.

**2. Work Session (Open to the Public)**

The Planning and Zoning Commission was briefed on each posted agenda item, no vote was taken on any item discussed.

**3. Regular Session (Open to the Public)****4. Citizens Appearance**

Chairman Haas advised that no one signed up to speak at Citizens Appearance.

Provide an opportunity for citizens to address the Planning and Zoning Commission on any matter. Anyone wishing to address the commission should register prior to the start of the meeting. There is a three (3) minute time limit for each citizen to speak however, additional time may be granted by the commissioners.

The Planning and Zoning Commission is not permitted to take action on any subject raised by a speaker during Citizens' Appearance.

**5. Consider approval of the May 15, 2025, Planning and Zoning meeting minutes.**

A motion was made by Commissioner Dobmeier, seconded by Vice Chair Blankenship, to approve the minutes of the March 20, 2025, Planning and Zoning meeting. The motion passed unanimously, 6-0.

**6. PUBLIC HEARING:**

Consider approval of S-1113R2-SF-7, St Constantine School, Lot 1, Block A Corp of Episcopal Diocese Dallas, a special use permit revision to allow a school with the maximum enrollment of 100 students to operate at the Church of the Apostles located at 322 S. MacArthur Blvd, at the southeast corner of Starleaf and MacArthur, at the request of Catharine Clayton of the Saint Constantine School.

STAFF REP.: Matthew Steer

Matt Steer, Development Services Administrator, presented the case with exhibits and stated that staff is recommending approval of S-1113R2-SF-7, subject to:

1. There may additional comments generated during detail engineering review.
2. This charter school shall be licensed and maintained in accordance with state law and may provide instruction for PreKindergarten-3 through Twelfth (12th) grade.

3. The student enrollment capacity under this Special Use Permit shall not exceed one hundred (100) students.

Aaron Tainter, Assistant Director of Public Works, was present to answer questions regarding school zones.

Catharine Clayton, 2717 Vista Bluff Blvd., Lewisville, TX, 75067, The Saint Constantine School, was present to answer questions of the commission.

Bond Palmore, Head of School, 11558 Winecup Rd., Argyle, TX 76226, was present to answer questions

Chairman Haas opened the Public Hearing and stated that no one signed up to speak. Chairman Haas closed the Public Hearing.

Mr. Steer stated that one letter in opposition due to traffic concerns was received.

A motion was made by Commissioner Guerra, seconded by Vice Chair Blankenship, to approve the request with staff conditions. The motion passed unanimously, 6-0.

7. Consider approval of Victory at Coppell Addition, Lots 1R-11R, Block A, Replat, a replat to create 11 commercial lots and associated easements and fire lane configuration from the previously platted 10 lots, on 16.77 acres of property located at the on the east side of S. Belt Line Road, between Dividend Drive and Hackberry Road at the request of Beltline Properties, LLC, being represented by Kirkman Engineering.  
STAFF REP.: Matthew Steer

Matt Steer, Development Services Administrator, presented the case with exhibits and stated that staff is recommending approval of the request subject to the following conditions:

1. There may be additional comments during the Detail Engineering review.

Patrick Filson, 5200 State Highway 121, Colleyville, TX 76034, Kirkman Engineering, was present to answer questions of the commission.

A motion was made by Commissioner Bishop, seconded by Commissioner Dobmeier, to approve the request with staff conditions. The motion passed unanimously, 6-0.

8. PUBLIC HEARING:  
Consider approval of PD-301R6-HC, Victory Coppell Retail, Lot 6R2 & 7R2, Block A, a new Detail Planned Development revising the current concept plan of Planned Development-301 Revision 5-Highway Commercial, to allow a five story, 76,346-sf hotel, with 131 rooms, combining Lot 7R and a portion of Lot 6R, Block A, on 2.46 acres, and revising the concept plan for the remaining portion of Lot 6R, Block A, on .88 acres of land located at the southeast quadrant of S. Belt Line Road and Dividend Drive, at the request of Victory Retail Coppell, LLC., being represented by Kirkman Engineering, LLC.

**STAFF REP.: Matthew Steer**

Matt Steer, Development Services Administrator, presented the case with exhibits and stated that staff is recommending approval of PD-301R6-HC, Victory Coppel Detail Plan for Lot 7R2 and Conceptual Plan for Lot 6R2 subject to the following conditions.

1. There may be additional comments during the Detail Engineering review.
2. A replat is required prior to permitting.
3. PD Conditions:
  - a. Any change in building materials shall be subject to Council approval, unless consistent with the materials of the Conceptual Planned Development.
  - b. All building signage shall comply with City regulations at time of permitting.
  - c. The total required parking for the TownePlace Suites is allowed to be 132 parking spaces, as depicted on the proposed Site Plan.
  - d. Any change to the room kitchen amenities shall be subject to Council approval.
4. All PD Conditions from the Conceptual PD shall apply, unless specifically amended within these plans.

Patrick Filson, 5200 State Highway 121, Colleyville, TX 76034, Kirkman Engineering, was present to answer questions of the commission.

Chairman Haas opened the Public Hearing and stated that no one signed up to speak. Chairman Haas closed the Public Hearing.

A motion was made by Commissioner Guerra, seconded by Vice Chair Blankenship, to approve the request with staff conditions and an additional condition stating, "A free shuttle service to/from DFW airport and surrounding businesses shall be provided for the hotel guests." The motion passed unanimously, 6-0.

**9. Update on City Council items.**

Chairman Haas stated that the commission was updated on City Council items during Work Session.

**10. Adjournment**

There being no further business before the Planning and Zoning Commission, Chairman Haas adjourned the meeting at 7:15 p.m.

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**Edmund Haas, Chair**

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**Kami McGee, Board Secretary**