



# City of Coppel, Texas

255 E. Parkway Boulevard  
Coppel, Texas  
75019-9478

## Meeting Agenda Planning & Zoning Commission

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Thursday, December 21, 2023

6:00 PM

255 Parkway Blvd.

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**Edmund Haas**  
(Chair)

**Glenn Portman**  
(Vice Chair)

**Cindy Bishop**

**Sue Blankenship**

**Freddie Guerra**

**Kent Hafemann**

**Ed Maurer**

Notice is hereby given that the Planning and Zoning Commission of the City of Coppel, Texas, will meet on Thursday, December 21, 2023, 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, Coppel, 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 Coppel 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 is to consider the following items:

### Regular Session (Open to the Public)

1. **Call to order**
2. **Work Session (Open to the Public)**
  - a. **Discussion of agenda items**

### Regular Session (Open to the Public)

3. **Citizen's 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 two (2) 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.

4. Consider approval of the November 16, 2023, Planning and Zoning meeting minutes.  
**Attachments:** [November 16, 2023 Planning & Zoning Meeting Minutes.pdf](#)
  
5. PUBLIC HEARING:  
Consider approval of PD-210R3-SF-9, Lot 45, Block 1, Anderson Addition (309 Kaye Street), a zoning change request from PD-210-SF-9 (Planned Development - 210 - Single-Family - 9) to PD-210R3-SF-9 (Planned Development - 210 Revision 3- Single-Family 9) to consider allowing a 54.3% lot coverage in lieu of the 35% allowed on 0.21 acres, located on Lot 45, Block 1, Anderson Addition (309 Kaye Steet) at the request of Lina Merhi, the property owner.  
STAFF REP.: Matt Steer  
**Attachments:** [Staff Report.pdf](#)  
[Survey.pdf](#)  
[Elevations.pdf](#)  
[Plat.pdf](#)
  
6. PUBLIC HEARING:  
Consider approval of PD-134R3-SF-7, 215 Lairds Dr., (STR), a zoning change request from PD-134R-SF-7 (Planned Development - 134 Revised- Single-Family 7) to PD-134R3-SF-7 (Planned Development - 134 Revision 3 - Single-Family 7) to consider allowing a short-term rental on property located at 215 Lairds Drive (Coppell Greens - Phase 2, Lot 12, Block F), at the request of Faith and Delon Onsin, the property owners.  
STAFF REP.: Mary Paron-Boswell  
**Attachments:** [Staff Report.pdf](#)  
[Site Plan.pdf](#)  
[Parking plan.pdf](#)  
[Floorplan for Room Rental.pdf](#)  
[Owner Letter.pdf](#)  
[Informational Brochure.pdf](#)  
[Photos.pdf](#)  
[Rental Listing.pdf](#)  
[Code Compliance Letter.pdf](#)
  
7. PUBLIC HEARING:  
Consider approval of Blackberry Farms PH-1, Vacation Plat, vacating all

lots, rights-of-way, easements, and setbacks created by Blackberry Farms, Addition Phase 1, on 45.65 acres of land located on the northeast quadrant of Sandy Lake Road and MacArthur Blvd at the request of M&T Developers, Inc., being represented by Westwood Professional Services, Inc.

STAFF REP.: Mary Paron-Boswell

Attachments: [Staff Report Vacation Plat Phase 1.pdf](#)

[Blackberry Farm Phase 1 Plat Vacation.pdf](#)

8.

PUBLIC HEARING:

Consider approval of Blackberry Farms PH-2, Vacation Plat, vacating all lots, rights-of-way, easements, and setbacks created by Blackberry Farms, Addition Phase 2, on 9.21 acres of land located on the northeast quadrant of Sandy Lake Road and MacArthur Blvd at the request of HBBL Development, Inc., being represented by Westwood Professional Services, Inc.

STAFF REP.: Mary Paron-Boswell

Attachments: [Staff Report Vacation Plat Phase 2.pdf](#)

[Blackberry Farm Phase 2 Plat Vacation.pdf](#)

9.

PUBLIC HEARING:

Consider approval of Blackberry Farms PH-1, Lots 1-15, Block A, Lots 1-16, Block B and Lots 1-23, Block C and Lots 1X-4X & 6X-8X, Final Plat, a 54 lot subdivision with 7 common area lots, including a private 50' right-of-way, on 45.65 acres of land located on the northeast quadrant of Sandy Lake Road and MacArthur Blvd at the request of M&T Developers, Inc., being represented by Westwood Professional Services, Inc.

STAFF REP.: Mary Paron-Boswell

Attachments: [Staff Report Final Plat Phase 1.pdf](#)

[Blackberry Farm Phase 1 Plat.pdf](#)

10.

PUBLIC HEARING:

Consider approval of Blackberry Farms PH-2, Lots 1-9, Block D and Lots 5X & 9X, Final Plat, a 9 lot subdivision with two common area lots, including gated and private streets, on 9.21 acres of land located on the northeast quadrant of Sandy Lake Road and MacArthur Blvd at the request of HBBL Development, Inc., being represented by Westwood Professional Services, Inc.

STAFF REP.: Mary Paron-Boswell

Attachments: [Staff Report Final Plat Phase 2.pdf](#)

[Blackberry Farm Phase 2 Plat.pdf](#)

11. **Update on City Council items**

12. **Adjournment**

The City of Coppell acknowledges its responsibility to comply with the Americans With Disabilities Act of 1990. Thus, in order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternative audio/visual devices, and amanuenses) for participation in or access to the City of Coppell sponsored public programs, services and/or meetings, the city requests that individuals make requests for these services seventy-two (72) hours – three (3) business days ahead of the scheduled program, service, and/or meeting. To make arrangements, contact Kori Allen, ADA Coordinator, or other designated official at (972) 462-0022, or (TDD 1-800-RELAY, TX 1-800-735-2989).

I certify that the above Notice of Meeting was posted on the bulletin board at the City Hall of the City of Coppell, Texas on this 15th day of December, 2023, at \_\_\_\_\_.

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Kami McGee, Board Secretary