



# City of Coppel, Texas

255 E. Parkway Boulevard  
Coppel, Texas  
75019-9478

## Minutes

### Planning & Zoning Commission

---

Thursday, February 29, 2024

6:00 PM

255 Parkway Blvd.

---

Edmund Haas  
(Chair)

Glenn Portman  
(Vice Chair)

Cindy Bishop

Sue Blankenship

Freddie Guerra

Kent Hafemann

Ed Maurer

**PRESENT:** Chairman, Edmund Haas; Vice Chair, Glenn Portman; Commissioner, Sue Blankenship; Commissioner, Ed Maurer; Commissioner Kent Hafemann; and Commissioner, Freddie Guerra.

**ABSENT:** Commissioner, Cindy Bishop

Also present were Mary Paron-Boswell, Senior Planner; Michael Garza, Director of Public Works; Aaron Tainter, Assistant Director of Public Works; Jamie Brierton, CIP Administrator; Cole Baker, E.I.T., Graduate Engineer; and Kami McGee, Board Secretary.

Notice was given that the Planning and Zoning Commission of the City of Coppel, Texas, met on Thursday, February 29, 2024, 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 was to consider the following items:

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

Chairman Haas called the meeting to order at 6:02 p.m.

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

Regular Session (Open to the Public)

Chairman Haas called the Regular Session to order at 6:30 p.m.

**3. Citizens Appearance**

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

**4. Consider approval of the December 21, 2023, Planning & Zoning meeting minutes.**

A motion was made by Vice Chair Portman, seconded by Commissioner Maurer, to approve the minutes of the December 21, 2023, Planning and Zoning meeting. The motion was approved unanimously, 6-0.

**5. Election of Officers**

A motion was made by Commissioner Maurer, seconded by Commissioner Blankenship, to elect Edmund Haas as Chair, and Glenn Portman as Vice Chair of the Planning and Zoning Commission. The motion passed unanimously, 6-0.

**6. PUBLIC HEARING:**

Consider approval of PD-108R5R2-H, Coppell Service Center Expansion, a zoning change request from PD-108R5R-H (Planned Development -108 Revision 5 Revised - Historic) to PD-108R5R2-H (Planned Development-108Revision 5 Revision 2-Historic), to allow for an 8,664-sf building addition and associated parking to the Coppell Service Center, located at 816 S. Coppell Road, at the request of the City of Coppell, being represented by Chris Schnitger of Parkhill.

STAFF REP.: Mary Paron-Boswell

Mary Paron-Boswell, Senior Planner, presented the case with exhibits stating that staff is recommending approval of the request subject to the following conditions:

1. There may be additional comments during the Detail Engineering review.
2. A plat will be required showing the revised fire lanes and easements.
3. PD Conditions:
  - a. To allow the landscaping as proposed.
  - b. Changes to the building elevations can be approved administratively by the Director of Community Development.
  - c. Approve the site plan as presented.

Chris Schnitger, 406 Fountainside Dr., Euless, TX 76039, 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 Commissioner Blankenship, to approve the agenda item. The motion passed unanimously, 6-0.

7.

**PUBLIC HEARING:**

Consider approval of the Coppell Service Center Replat, Lot 1R3, Block 1, a replat to allow a new building and realignment of easements and fire lanes on 11.516 acres of property located at 816 S. Coppell Road, at the request of the City of Coppell, being represented by Chris Schnitger of Parkhill.

STAFF REP.: Mary Paron-Boswell

Mary Paron-Boswell, Senior Planner, presented the case with exhibits stating that staff is recommending approval of Coppell Service Center, Lot 1R3, Block 1, Replat subject to the following conditions:

1. Additional comments may be generated upon detail engineering permit reviews.

Chris Schnitger, 406 Fountainside Dr., Euless, TX 76039, 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 Maurer, seconded by Commissioner Hafemann, to approve the agenda item. The motion passed unanimously, 6-0.

8.     **Update on City Council**

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

9.     **Adjournment**

There being no further business before the commission, Chairman Haas adjourned the meeting at 6:42 p.m.

---

**Edmund Haas, Chair**

---

**Kami McGee, Board Secretary**