



# City of Coppell, Texas

255 E. Parkway Boulevard  
Coppell, Texas  
75019-9478

## Minutes

### Planning & Zoning Commission

Thursday, August 16, 2018

6:00 PM

255 Parkway Blvd.

**Commissioner Edmund Haas  
(CHAIR)**

**Commissioner Glenn Portman  
(VICE CHAIR)**

**Commissioner Sue Blankenship**

**Commissioner Freddie Guerra**

**Commissioner Ed Maurer**

**Commissioner Doug Robinson**

#### **Commissioner George Williford**

**PRESENT:** Vice Chair Glenn Portman, Commissioner Freddie Guerra, Commissioner Ed Maurer, Commissioner Doug Robinson and Commissioner George Williford

**ABSENT:** Chair Edmund Haas and Commissioner Sue Blankenship

Also present were Marcie Diamond, Assistant Director of Community Development/Planning; Mary Paron-Boswell, Senior Planner; Matt Steer, Development Services Coordinator; and Ashley Owens, Planning Secretary.

The Planning & Zoning Commission of the City of Coppell, Texas, met in Work Session at 6:00 p.m., and in Regular Session at 6:30 p.m. on Thursday, August 16, 2018, in the Council Chambers at 255 E. Parkway Boulevard.

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

**6:00 p.m.      Work Session      (Open to the Public)      1st Floor Conference Room**

1. Discussion regarding agenda items.

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

**6:30 p.m.      Regular Session      (Open to the Public)**

2. Call To Order

Vice Chairman Glenn Portman called the meeting to order at 6:33 p.m.

3. Consider approval of the minutes for July 19, 2018.

**A motion was made by Commissioner Robinson, seconded by Commissioner Maurer, to approve the minutes as written. The motion passed by unanimous vote. (5-0)**

- 4.** Consider approval of Capital One, Lot 3, Block 1, Sandy Lake Crossing, Site Plan, site plan approval for a 3,558-square foot bank with drive-through facilities on 0.92 acres of property located at the southwest corner of Sandy Lake and S. Denton Tap (105 S. Denton Tap Road), at the request of Capital One, N.A., being represented by John D. Blacker, Blacker, Hart Gaugler + Associates.  
 STAFF REP.: Mary Paron-Boswell

**Mary Paron-Boswell, Senior Planner, introduced the case exhibits. Ms. Paron-Boswell stated that staff is recommending approval subject to the following conditions:**

- 1. There will be additional comments at the time of Detail Engineering Review and Building Permit.**
- 2. Signage shall comply with the sign ordinance and be generally consistent in terms of style, placement and size.**
- 3. Submission of the location and type of the lighting facilities, security lighting, screening and glare shades will be required at the time of Building Permit, to insure compliance with glare and lighting ordinance.**

**John Blacker, Hart, Gaugler & Associates, 12801 N. Central Expressway, Suite 400, Dallas, Texas, 75243, was present to address questions and concerns. Mr. Blacker agreed to the conditions presented by staff.**

**A motion was made by Commissioner Robinson, seconded by Vice Chairman Portman, to approve this agenda item with the conditions presented by staff. The motion carried (4-1).**

**Aye: 4 - Vice Chairman Portman, Commissioner Guerra, Commissioner Maurer, and Commissioner Robinson**

**Nay: 1 - Commissioner Williford**

- 5.** PUBLIC HEARING:  
 Consider approval of PD-217R3-C, Doggie’s Wonderland, a zoning change from PD-217R2-C (Planned Development District-217 Revision-2-Commercial) to PD-217R3-C (Planned Development District Revision-3-Commercial) to amend and expand the Detail Site Plan to allow the construction of an approximate 4,590 square foot building for a new Doggie’s Wonderland (dog boarding, daycare, grooming services) on Lot 5; convert the existing building into a dog kennel (rescue) and pet wash Lot 4R; and to establish a Concept Plan for future development on Lot 6, for a total of 1.479 acres of land located on the east side of Denton Tap Road, between E. Bethel School Road and Vanbebber Drive, (120 E. Bethel School Road and 400 S. Denton Tap Road), at the request of TKL Real Estate Investment, Inc.; being represented by Josh Barton, P.E., G&A Consultants, LLC.

Mary Paron-Boswell, Senior Planner, introduced the case with exhibits. Ms. Paron-Boswell stated that staff is recommending approval subject to the following conditions:

1. Hours of operation for the pet wash not exceed those for Doggie Wonderland.
2. A shared parking agreement be in place for Lots 4R and 5.
3. A shared dumpster agreement be in place for Lots 4R, 5 and 6.
4. A Detailed Site Plan be required at the time of redevelopment of Lot 6.

Josh Barton, G&A Consultants, LLC, 111 Hillside Drive, Lewisville, Texas 75057, was present to address questions and concerns from the commission. Mr. Barton agreed to the conditions presented by staff.

Vice Chairman Portman opened the Public Hearing and advised that no one signed up to speak and no one wished to speak. Vice Chairman Portman closed the Public Hearing.

A motion was made by Commissioner Maurer, seconded by Commissioner Robinson, to recommend approval of the agenda item with the conditions presented by staff. The motion passed by unanimous vote. (5-0)

6.

**PUBLIC HEARING:**

Consider approval of Northlake Woodlands Center Addition, Lots 4R, 5 and 6, Replat and Minor Plat, being a replat of Northlake Woodland Center Addition, Lot 4, Block A and a Minor Plat of 0.815 acres; into three lots to allow the conversion of the existing Doggie's Wonderland building on Lot 4 into a dog kennel (rescue) and pet wash, and the creation of two additional lots for a new Doggie's Wonderland (dog boarding, daycare, grooming services) on Lot 5; and a concept building for Lot 6, on 1.479 acres of land located on the east side of Denton Tap Road, between E. Bethel School Road and Vanbebber Drive, (120 E. Bethel School Road and 400 S. Denton Tap Road), at the request of TKL Real Estate Investment, Inc.; being represented by Josh Barton, P.E., G&A Consultants, LLC.

STAFF REP.: Mary Paron-Boswell

Mary Paron-Boswell, Senior Planner, introduced the case with exhibits. Ms. Paron-Boswell stated that staff is recommending approval subject to the following conditions:

1. There may be additional comments generated at the time of Detail Engineering review.
2. Plat shall not be filed until zoning is approved.

Josh Barton, G&A Consultants, LLC, 111 Hillside Drive, Lewisville, Texas 75057, was present to address questions and concerns from the commission. Mr. Barton agreed to the conditions presented by staff.

Vice Chairman Portman opened the Public Hearing and advised that no one signed up to speak and no one wished to speak. Vice Chairman Portman closed the Public Hearing.

A motion was made by Commissioner Williford, seconded by Commissioner Guerra, to recommend approval of this agenda item with the conditions presented by staff. The motion passed by unanimous vote. (5-0)

7.

**PUBLIC HEARING:**

Consider approval of PD-250R24-H, Coppell Arts Center (Old Town Addition, Lot 1R-1, Block G), a zoning change from PD-250R8-H (Planned Development District- 250 Revision 8 - Historic) to PD-250R24-H (Planned Development District- 250 Revision 24 - Historic) to allow the development of an approximate 32,370 square-foot Coppell Arts Center on 3.044 acres of property located on the south side of Travis Street, east of Hammond Street, at the request of the City of Coppell, being represented by Jamie Brierton.

**Matt Steer, Development Services Coordinator, introduced the case with exhibits. Mr. Steer stated that staff is recommending approval subject to the following conditions:**

1. The following PD Conditions which are variances to the Historic District:
  - a. The predominant height of the building is 30'-11", with a high roof set back from the front elevation at 48'-3", which is the minimum stage height required to support the Theatre program.
  - b. The gross square footage of the building is 32,370 SF.
  - c. Driveways at the fire lane are 30'-0" wide to accommodate emergency vehicle access given the proximity of the fire lane to Burns Street.
  - d. The building is supported by a foundation at-grade to provide accessible access at all entrances & exits, rather than raised and constructed of brick as required in the Historic District.
  - e. Fences and Walls - "(B) Wood board fences for privacy shall only be located in rear yards; (C) Walls of freestanding brick are not permitted in front yards [...]"Proposed: Brick and wood screen walls are provided at the Garden to create an "outdoor room" for semi-private uses associated with the Multipurpose space.
  - f. The Director of Community Development shall be given the authority to administratively approve the design of the gazebo at a later date.
  - g. The Director of Community Development shall be given the authority to administratively approve an electronic signage design & location at a later date.
2. Additional comments may be generated upon detailed engineering review.

Vice Chairman Portman opened the Public Hearing and advised that no one signed up to speak and no one wished to speak. Vice Chairman Portman closed the Public Hearing.

Commissioner Williford stated that he would like to see the signage come through the development process and be presented to the commission for a vote.

A motion was made by Vice Chair Portman to recommend approval of this agenda item with the amendment to condition 1g: The City Council shall approve an electronic signage design and location at a later date. The motion failed due to lack of a second.

A motion was made by Commissioner Williford, seconded by Commissioner Robinson, to recommend approval of this agenda item with the conditions presented by staff, and removing condition 1g. The motion carried (3-2).

**Aye: 3 - Vice Chairman Portman, Commissioner Robinson and Commissioner Williford**

**Nay: 2 - Commissioner Guerra and Commissioner Maurer**

8.

**PUBLIC HEARING:**

Consider approval of Old Town Addition, Lot 1R-1, Block G, Replat, being a replat of Lot 1R, Block G of the Old Town Addition to provide right-of-way dedications and to establish fire lane and utility easements, to allow the development of an approximate 32,370 square-foot Arts Center on 3.044 acres of property located on the south side of Travis Street, east of Hammond Street, at the request of the City of Coppell, being represented by Jamie Brierton.

STAFF REP.: Matt Steer

**Matt Steer, Development Services Coordinator, introduced the case with exhibits. Mr. Steer stated that staff is recommending approval subject to the following conditions:**

1. Show all necessary utility easements on the plat.
2. There may be additional comments generated upon detailed engineering review.

Vice Chairman Portman opened the Public Hearing and advised that no one signed up to speak and no one wished to speak. Vice Chairman Portman closed the Public Hearing.

A motion was made by Commissioner Williford, seconded by Vice Chairman Portman, to recommend approval of this agenda item with the conditions presented by staff. The motion passed by unanimous vote. (5-0)

9.

Update of Council action for Planning agenda items on July 10, 2018:

A. PD-292R-SF-12, Coppell Middle School East

**Marcie Diamond, Assistant Director of Community Development/Planning, advised the commissioners of Council's actions on August 14, 2018, and stated that Item A had been approved, the Boards and Commissions application process is underway, and the Joint Meeting scheduled on September 5, 2018.**

### **Adjournment**

There being no further business before the Planning and Zoning Commission, the meeting was adjourned at 7:31 p.m.

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Edmund Haas, Chairman

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Ashley Owens, Planning Secretary