



City of Coppell, Texas

255 E. Parkway Boulevard
Coppell, Texas
75019-9478

Minutes

Planning & Zoning Commission

Monday, November 23, 2020

6:00 PM

ZOOM

Special Called Meeting

Edmund Haas
(Chair)

Glenn Portman
(Vice Chair)

Sue Blankenship

Freddie Guerra

Ed Maurer

Doug Robinson

Jim Walker

PRESENT: Chairman, Edmund Haas; Vice Chair, Glenn Portman; Commissioner Doug Robinson; Commissioner Ed Maurer; Commissioner Freddie Guerra; and Commissioner Jim Walker.

ABSENT: Commissioner Sue Blankenship

Also present were Mary Paron-Boswell, Senior Planner; Matt Steer, Development Services Administrator; Kumar Gali, Engineering Assistant Director; Julian Coleman, Audio Video Technician; and Kami McGee, Planning Secretary.

As authorized by Section 418.016(e) of the Texas Government Code, on March 16, 2020, Governor Greg Abbott suspended various provisions that require government officials and members of the public to be physically present at a specified meeting location.

Notice is hereby given that the Planning and Zoning Commission of the City of Coppell, Texas, held a Special Called Meeting and met in Regular Called Session at 6:00 p.m. on Monday, November 23, 2020, via Zoom Meeting.

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

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. Executive Session (Closed to the Public)

The following requirements have been suspended by the governor:

1. A quorum of the Planning and Zoning Commission need not be present at one physical location. Id. § 551.127(b).
2. In light of (1), above, the meeting notice need not specify where the quorum of the Planning and Zoning Commission will be physically present and the intent to have a quorum present. Id. § 551.127(e).
3. In light of (1) above, the meeting held by video conference call is not required to be open to the public at a location where commission is present. Id. § 551.127(f).
4. The audio and video are not required to meet minimum standards established by Texas Department of Information Resources (DIR) rules, the video doesn't have to be sufficient that a member of the public can observe the demeanor of the participants, the members faces don't have to be clearly visible at all times, and the meeting can continue even if a connection is lost, so long as a quorum is still present. Id. § 551.127(a-3); (h); (i); (j).

This meeting is closed to in person attendance by the public to reduce the spread of COVID-19. A temporary suspension of the Open Meetings Act to allow telephone or video conference of public meetings has been granted by Texas Governor Greg Abbott. Letters and emails may be submitted by any citizen of the City or other party of interest to express his or her opinion concerning this agenda or other general comments to the Commission. Comments were read into the record during the Citizens Appearance portion of the meeting. Letters may be addressed to the City of Coppell Planning Division, 255 Parkway Boulevard, Coppell, TX 75019, by email to planning@coppelltx.gov, or by calling the Planning Division at 972-304-3678.

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

1. **Call To Order.**

Chairman Haas called the meeting to order and convened into Work Session at 6:02p.m.

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

3. **Discussion regarding agenda items.**

Regular Session (Open to the Public)

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

4. **Citizens' Appearance.**

Chairman Haas advised no one signed up to speak at Citizen's Appearance.

5. **PUBLIC HEARING:**

Consider approval of PD-304-H, Nixon Pence Residential, a zoning change request from H (Historic) to PD-304-H (Planned Development-304 - Historic), to allow for two residential units on 0.442 acres of land located on the west side of S. Coppell Road, approximately 175 feet south of W. Bethel Road, at the request of the property owner ANCH, LLC., being represented by Jorie Brown with Hennessey Engineering Inc.

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

1. Detailed engineering review to take place with engineering permit submittal. For engineering review, submit site plan and plans for paving, grading, utilities, and erosion control.
2. Submit a copy of the proposed private easements prior to plat recordation.
3. Ensure the landscape island reconfiguration to accommodate the shared drive is indicated on the Landscape Plan as shown on the Site Plan, and the plant materials are labeled.
4. Ensure all plans have the same easements and the same driveway configuration off Burnet Street.
5. Label all colors and materials on each building elevation.

Jorie Brown, Hennessey Engineering, Inc., 1417 W. Main, Carrollton, TX 75006, stated that they are in agreement with staff conditions.

Chairman Haas opened the Public Hearing and advised that no one wished to speak. Chairman Haas closed the public hearing.

Mike Adams, Architect, Firmitas Designs, 2735 Villa Creek Dr., Ste. 275, Dallas, TX 75234, was present to answer questions by the Commission regarding the building material and color.

A motion was made by Commissioner Walker, seconded by Commissioner Robinson, to approve the agenda item with the conditions presented by staff. The motion passed unanimously, (6-0).

6. Nixon Pence Addition, Lots 1 and 2, Block A, a plat creating two residential lots on 0.442 acres of land located on the west side of S. Coppell Road, approximately 175 feet south of W. Bethel Road, at the request of the property owner ANCH, LLC., being represented by Hennessey Engineering Inc.

STAFF REP.: Matt Steer

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

1. Detailed engineering review to take place with engineering permit submittal. For engineering review, submit site plan and plans for paving, grading, utilities, and erosion control.
2. Submit a copy of the proposed private easements and note recording information on the plat prior to plat recordation.

A motion was made by Commissioner Maurer, seconded by Vice Chair Portman, to approve the agenda item with the conditions presented by staff. The motion passed unanimously, (6-0).

7. Adjournment.

There being no further business before the Planning & Zoning Commission, the meeting was adjourned at 7:03p.m.

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 makes 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).

Edmund Haas, Chair

Kami McGee, Secretary