



City of Coppel, Texas

255 E. Parkway Boulevard
Coppel, Texas
75019-9478

Minutes

Planning & Zoning Commission

Thursday, November 19, 2020

6:00 PM

ZOOM

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 Sue Blankenship; Commissioner Ed Maurer; Commissioner Doug Robinson; and Commissioner Freddie Guerra.

ABSENT: Commissioner Jim Walker

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 Coppel, Texas, met in Regular Called Session at 6:00 p.m. on Thursday, November 19, 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 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.

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 will be 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 6:00p.m.

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

3. **Discussion regarding agenda items.**

Chairman Haas adjourned the Work Session meeting at 6:17 p.m.

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. **Consider approval of the October 15, 2020 Planning and Zoning minutes.**

A motion was made by Vice Chair Portman, seconded by Commissioner Guerra, to approve the minutes subject to a spelling correction of Commissioner Maurer's last name. The motion passed unanimously, (6-0).

6. Dry Clean City, Lot 1, Block A (Site Plan Amendment) to revise the existing site plan to include an 864-sf addition to the southern portion of the building, on 0.842 acres of property located at 205 N. Denton Tap Road, at the request of SHNISA LLC., being represented by Greg Frnka of GPF Architects LLC.

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. A tree removal permit will be required prior to start of construction. There will not be any tree retribution fees required.
2. Detailed engineering review to occur with engineering permit submittal. For engineering review, submit site plan and plans for paving, grading, and erosion control.
3. Insufficient detail for building review at this time. If approved, a new building permit and architectural review will be required.

Greg Frnka, 413 W. Bethel Road, Coppell, TX 75019, GPF Architects, LLC., was present to answer questions by the Commission.

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

7. Gateway Business Park (Site Plan Approval) on Lot 3A-R2, Block 2, Gateway Business Park (Replat), for two office warehouse buildings (176,606-sf and 139,318-sf) and associated parking on 16.41- acres of property located on the northeastern terminus of Exchange Circle, south of the DART Rail lines, at the request of BSREP III Exchange Circle LLC, being represented by Kimley-Horn & Associates, Inc.

STAFF REP.: Mary Paron-Boswell

Senior Planner, Mary Paron-Boswell, presented the case with exhibits and stated that staff is recommending approval of Gateway Business Park, Lot 3A-R2, Block 2, Site Plan subject to the following conditions:

1. A tree removal permit shall be required.
2. All signs shall comply with City Ordinances.
3. Revise the sheets to reflect the updated name of "Gateway Business Park."

Connor Tamlyn, property owner and developer of Gateway Business Park, 2121 N. Pearl St., Dallas, TX 75201, was present to answer questions by the Commission.

Annamarie Taylor, Kimley-Horn & Associates, Inc. 13455 Noel Rd. Ste. 700, Dallas 75240 was present to answer questions by the Commission. Ms. Taylor stated they were in agreement with conditions outlined by staff.

A motion was made by Commissioner Robinson, seconded by Commissioner

Blankenship, to approve the agenda item with the conditions presented by staff. The motion passed unanimously, (6-0).

8.

PUBLIC HEARING:

Gateway Business Park (Replat), Lot 3A-R2, Block 2, (Gateway Business Park Site Plan), a replat of Gateway Business Park, Lot 3A-R, Block 2 to create fire lanes, and to establish easements for the construction of two office warehouse buildings, on 16.41- acres of property located on the northeastern terminus of Exchange Circle, south of the DART Rail lines, at the request of BSREP III Exchange Circle LLC, being represented by Kimley-Horn & Associates, Inc.

STAFF REP.: Mary Paron-Boswell

Senior Planner, Mary Paron-Boswell, presented the case with exhibits and stated that staff is recommending approval of the replat of Gateway Business Park, Lot 3A-R2, Block 2, subject to the following condition:

1. There may be additional comments at the time of Engineering Review and Building Permit.

Connor Tamlyn, property owner and developer of Gateway Business Park, 2121 N. Pearl St., Dallas, TX 75201, was present to answer questions by the Commission.

Annamarie Taylor, Kimley-Horn & Associates, Inc., 13455 Noel Rd., Ste. 700, Dallas, TX 75240, was present to answer questions by the Commission.

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

A motion was made by Commissioner Guerra, seconded by Commissioner Maurer to approve the agenda item with the conditions presented by staff. 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 and reminded the Commission of the upcoming Special Called Planning & Zoning meeting on Monday, November 23rd.

10. Adjournment.

There being no further business before the Planning & Zoning Commission, the meeting was adjourned at 6:54 p.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