



Minutes

Planning & Zoning Commission

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Thursday, August 17, 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

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

Also present were Matt Steer, Development Services Administrator; Mary Paron-Boswell, Senior Planner; Cole Baker, E.I.T., Graduate Engineer; Luay Rahil, Assistant Director of Community Development; Dezirae Veuleman, Code Compliance Officer; Rachel Rosenstern, Code Compliance Officer; Katy Terry, Code Compliance Officer; Layne Cline, Parks Project Manager; Vandana Sayegh, Senior Administrative Assistant; Shelby Fletcher, Senior Administrative Assistant; and Kami McGee, Board Secretary.

Notice was given that the Planning and Zoning Commission of the City of Coppell, Texas, met on Thursday, August 17, 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, Coppell, 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 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.

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 6:00 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 6:56 p.m. and stated that Commissioner Blankenship was feeling ill and excused herself for the remainder of the meeting.

**3. Citizens Appearance**

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

**4. Consider approval of the June 15, 2023, Planning and Zoning meeting minutes.**

Vice Chair Portman made a motion, seconded by Commissioner Guerra, to approve the minutes of the June 15, 2023, Planning and Zoning meeting. The motion passed unanimously, 6-0.

**5. PUBLIC HEARING:**

Consider approval of a zoning change request from PD-264-RBN5 (Planned Development-264-Residential Urban Neighborhood 5) to PD-264R-RBN5 (Planned Development-264 Revised-Residential Urban Neighborhood 5) to allow the removal of five (5) Leyland Cypress Trees on 7.1 acres of property located on Common Area Lot 1X, Block D, Easthaven (Eastlake) at the request of Easthaven HOA, being represented by affected property owner, Kristina Lowe.

Matt Steer, Development Services Administrator, presented the case with exhibits and stated that staff is recommending approval of PD-264R-RBN-5, Easthaven (Eastlake) tree removal without mitigation fees.

Christina Lowe, 635 Canemount Lane, was present to answer questions of the commission and stated that it is her property being affected with the knees of the trees invading her backyard.

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

Barbara Messer, 448 Columbus Dr., Coppell, TX, HOA President, was present to answer questions of the commission regarding replacement trees and stated there is no irrigation in the common lot area.

A motion was made by Vice Chairman Portman, seconded by Commissioner

Maurer, to approve the agenda item with staff conditions. The motion passed unanimously, 6-0.

6.

**PUBLIC HEARING:**

Consider approval of PD-310-SF-12, Cameron Country Lot 1, Block 1, PD-310-SF-12, Cameron Country Lot 1, Block 1, a zoning change request from SF-12 to PD-310-SF-12 (Planned Development-310-Single Family-12) to allow the construction of a 750 square foot accessory structure (24 feet in height) in the rear yard and a stone & iron wall in the front yard on 1.1 acres of property located at 812 Deforest, at the request of Cherie Cao, being represented by Greg Frnka, GPF Architects, LLC.

STAFF REP.: Matt Steer

Matt Steer, Development Services Administrator, presented the case with exhibits and stated that staff is recommending approval of PD-310-SF-12, subject to the following conditions:

1. There may be additional comments at the time of Building Permit.
2. The proposed pool building shall not be used as an accessory dwelling unit.
3. The proposed pool building maximum height be allowed to be 24' as opposed to the maximum 16' required in the Zoning Ordinance.
4. The stone & iron wall be allowed within the front yard as depicted on the Site Plan.

Greg Frnka, Architect, 549 E. Sandy Lake Rd., Coppell, TX, was present to answer questions of the commission.

Chairman Haas opened the Public Hearing and asked for those who wished to speak.

T. Shrimali, 806 Cheshire, stated he was in opposition of the request.

Julia Albright, 820 Deforest Rd., stated she was in opposition of the request.

Greg Vlahos, 625 Cambridge Lane, stated he was in opposition of the request.

Bobby Finken, 1032 Basilwood, stated he was neither in favor nor in opposition of the request.

Maria Froemming, 972 Parker Dr., stated she was in opposition of the request.

Chairman Haas closed the Public Hearing.

A motion was made by Commissioner Hafemann, seconded by Vice Chair Portman, to approve the agenda item with staff conditions. The motion failed by the following vote (2-4):

Aye: Vice Chair Portman and Commissioner Hafemann

Nay: Commissioner Guerra, Commissioner Maurer, Chairman Haas, and Commissioner Bishop

7.

**PUBLIC HEARING:**

Consider approval of PD-210R2-SF-9, 416 Kaye Street (STR), a

zoning change request from PD-210-SF-9 (Planned Development-210 - Single-Family-9) to PD-210R2-HC (Planned Development-210 Revision 2- Single-Family 9) to approve a Short-Term Rental (STR) on 0.22 acres of property located at 416 Kaye Street, at the request of Lorna Bell, the property owner.

Mary Paron-Boswell presented the case with exhibits and stated that staff is recommending approval of the request subject to the following conditions:

**1. PD Conditions:**

- a. To obtain a STR permit prior to their current one expiring.
- b. Notify staff of any change of property ownership.

Lorna Bell, 416 Kaye St., applicant, was present to answer questions of the commission.

Chairman Haas opened the Public Hearing and asked for those who wished to speak.

Maurice De Vidis, 316 Kaye St., stated he was in favor of the request.

Chairman Haas closed the Public Hearing.

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

**8.**

**PUBLIC HEARING:**

Consider approval of a zoning change request from PD-308-C (Planned Development-308-Commercial) to PD-308R-C (Planned Development-308 Revised-Commercial), to allow a revised plan for a new fuel service station with five (5) fuel pumps located at 950 E. Sandy Lake Road.

Matt Steer, Development Services Administrator, present the case the exhibits and stated that staff is recommending approval of Planned Development – 308 Revised- Commercial, subject to the previously approved conditions be carried forward to this request as follows:

- 1. That accept as amended herein, the property and PD 308-C shall be developed in accordance with Ordinance 91500-A-373 and Ordinance 91500-A-109 with the previous development regulations, which are hereby incorporated herein as set forth in full and hereby republished.
- 2. The hours of operation for the drive through pharmacy window shall not exceed: a.m. to 9 p.m. - Monday through Friday, 9 a.m. to 7 p.m. -Saturday, and 10 a.m. to 6 p.m. on Sunday.
- 3. The exterior lights on the north and west perimeter of the property may be illuminated and maintained in accordance with the glare and lighting standards of the Zoning Ordinance.
- 4. In addition to the original regulations, as amended, no outside storage of materials or goods will be permitted under the fuel station canopy.
- 5. An additional 40 square-foot monument sign for fuel pricing shall be constructed and maintained as shown on the Site Plan and Signage Plans.
- 6. The entire site shall have 300 parking spaces, inclusive of Americans with Disabilities regulations as provided on the Site Plan.
- 7. The hours of operation of the fuel bays shall be 6 a.m. to 12 a.m. daily.

8. Exterior canopy lighting shall emit no greater than 50.5 fc as provided in Exhibit G; and, shall be dimmed to minimum average of 1 fc between the hours of 12 a.m. and 6 a.m.

9. The proposed trees as provided in the Landscape Plan shall be planted and kept in a healthy growing state to mitigate any aperture in screening, regardless of the current state of the tree configuration.

10. Address light screening towards the residential areas and landscaping deficiencies.

11. Fuel deliveries are prohibited between the hours of 3 p.m. - 4 p.m., Monday through Friday.

12. If warranted after the installation of the fuel bays, the owner and/or occupant shall fund its share of the cost to install a traffic signal at the intersection of Village Parkway and MacArthur.

Clay Cristy, Claymoore Engineering, 1903 Central Dr., Ste. 406, Bedford, Tx 76021, was present to answer questions of the commission.

Jackie Wolpert, 7001 Preston Rd., Dallas, Tx, was present to answer questions of the commission regarding communications with the property owner.

Richard Binkley, Project Manager, The Kroger Company, 751 Freeport Parkway, Coppell, Tx, was present to answer questions regarding the property landscape maintenance.

Chairman Haas opened the Public Hearing and asked for those who signed up to speak:

Bobby Finken, 1032 Basilwood, Coppell, Tx, representing Lakes of Coppell HOA, stated he was in support of the request.

Chairman Haas closed the Public Hearing.

A motion was made by Commissioner Maurer, seconded by Commissioner Hafemann, to approve the agenda item with staff conditions subject to modifying condition # 8 to read, "8. Exterior canopy lighting shall emit no greater than 50.5 fc as provided in Exhibit G," and omitting, "and, shall be dimmed to minimum average of 1 fc between the hours of 12 a.m. and 6 a.m.". The motion was approved unanimously, (6-0).

Due to a conflict of interest on agenda items 9, 10, and 11, Commission Bishop recused herself at 8:29 p.m.

**9.**

**PUBLIC HEARING:**

Consider approval of PD-311-LI, AstraZeneca Tank Farm, being a portion of Lot 3R1, Block 8, Parkwest Commerce Center, a zoning change request from LI to PD-311-LI (Planned Development-311-Light Industrial) to allow the construction of a 19,893 square foot accessory tank farm structure and approximate 3,000 square foot building addition to the existing office/warehouse building on approximately 8 acres, being a portion of Lot 3R1, Block 8 located at 508 Wrangler Drive, at the request of ML Realty on behalf of AstraZeneca, being represented by Allen Hager, DPR Construction.

Mary Paron-Boswell presented the case with exhibits and stated that staff is

- recommending approval of the request subject to the following conditions:
1. There may be additional comments during detailed engineering plan review.
  2. Revise the Landscape Plan prior to City Council
  3. PD Conditions:
    - a. To allow for a parking variance and allow 200 parking spaces as shown on the Site Plan.

Jerome Doyle, 508 Wrangler Dr., Coppell, TX, Astrazeneca Engineer, was present to answer questions of the commission.

Allen Hager, 310 Comal St., Suite 300, Austin, TX, DPR Construction, was present to answer questions of the commission.

Chairman Haas opened the public hearing and stated that no sign one signed up to speak. Chairman Haas closed the public hearing.

A motion was made by Vice Chair Portman, seconded by Commissioner Guerra, to approve the agenda item with staff conditions. The motion was approved unanimously, (5-0).

**10.**

**PUBLIC HEARING:**

Consider approval of PD-309-SF-12 & C, Forest Creek, Lots 1 & 2, Block A, a zoning change request from C (Commercial) to PD-309-SF-12 & C (Planned Development-309-Single Family-12 & Commercial), to allow the development of a residence and professional office building on two lots totaling 2.05 acres of property located on the west side of S. Denton Tap Road approximately 450 feet north of W Bethel Road, at the request of Jose Fernando Teruya, FTA Design Studio, Inc.

Mary Paron-Boswell presented the case with exhibits and stated that staff is recommending approval of the request subject to the following conditions:

1. There may be additional comments during detailed engineering plan review.
2. Tree mitigation fees shall be paid at time of tree removal permit.
3. The plat cannot be filed prior to zoning being approved.
4. Park fees are required for the residential lot.
5. PD Conditions:
  - a. To allow for no alley for the residential portion.
  - b. To allow a front yard of 25-ft in lieu of 30-ft for Lot 1, Block A.
  - c. To waive the screening wall requirement between Lot 1 and Lot 2.
  - d. To allow the existing trees to act as a living screen between Lot 2 and the adjacent residential lots.
  - e. To allow a screening wall in the front yard as shown on the site plan.
  - f. To allow for a minimum lot depth of 57.93-ft on the north side of Lot 1.
  - g. To allow for a privacy and noise barrier wall within the sewer easement via a license agreement.
  - h. To allow for residential driveway access on S. Denton Tap Rd.
  - i. The applicant is responsible for any median modification costs for installing the left turn lane.
  - j. The office building will be required to be sprinkled.

Cole Baker, E.I.T. Graduate Engineer, City of Coppell, was present to answer questions of the commission regarding drainage, erosion, flood plain and vehicular traffic.

Jose Fernando Teruya, 1056 Village Parkway, Coppell, TX, gave a presentation of his case and was present to answer questions of the commission.

Chairman Haas opened the public hearing.

Glen Bishop, 521 Wales Ct., Coppell, TX, stated he was in opposition of the request.

Eric Royal, 517 Wales Ct., Coppell, TX, stated he was in opposition of the request.

Asad Zamann, 525 Wales Ct., Coppell, TX, stated he was in opposition of the request.

Ana Rodriguez, 204 Olympia Ln., Coppell, TX, stated she was in favor of the request.

Chairman Haas closed the public hearing.

A motion was made by Vice Chair Portman, seconded by Commissioner Hafemann, to approve the agenda item with staff conditions subject to adding an additional condition stating that the applicant shall include a conservation easement to preserve as many trees as possible after development, in addition to the existing Tree Preservation Plan. The motion was approved unanimously, (5-0).

**11.**

**PUBLIC HEARING:**

Consider approval of PD-309-SF-12 & C, Forest Creek, Lots 1 & 2, Block A, a zoning change request from C (Commercial) to PD-309-SF-12 & C (Planned Development-309-Single Family-12 & Commercial), to allow the development of a residence and professional office on adjacent lots on 2.05 acres of property located on the west side of S. Denton Tap Road approximately 450 feet north of W Bethel Road, at the request of Jose Fernando Teruya, FTA Design Studio, Inc.

Mary Paron-Boswell presented the case with exhibits and stated that staff is recommending approval of the request subject to the following conditions:

1. There may be additional comments during detailed engineering plan review.
2. Tree mitigation fees shall be paid at time of tree removal permit.
3. The plat cannot be filed prior to zoning being approved.
4. Park fees are required for the residential lot.

A motion was made by Vice Chair Portman, seconded by Commissioner Hafemann, to approve the agenda item with staff conditions, subject to adding an additional condition stating that the applicant shall include a conservation easement to preserve as many trees as possible after development, in addition to the existing Tree Preservation Plan. The motion was approved unanimously, (5-0).

**12. Update on City Council items**

Mary Paron-Boswell, Senior Planner, stated that the Popeyes Chicken

Restaurant, Tim Horton's Restaurant, amendments to the Accessory Structure and Carports Ordinance, and the Inter Local Agreement between Coppell and Lewisville were all approved at City Council.

**13. Adjournment**

There being no further business before the Planning and Zoning Commission, Chairman Haas adjourned the meeting at 10:05 p.m.

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**Edmund Haas, Chair**

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**Kami McGee, Board Secretary**