



MEMORANDUM

To: Mayor and City Council

From: Mindi Hurley, Director of Community Development

Date: March 26, 2024

Reference: PUBLIC HEARING:
Consider approval of a zoning change request from PD-108R5R-H (Planned Development 108 Revision 5 Revised - Historic) to PD-108R5R2-H (Planned Development 108 Revision 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.

2040: Sustainable Government

Introduction:

This location has housed the existing Coppell Service Center for the last 24 years. It serves as the home to Fleet, Public Works, Streets, Water Utilities and Community Experiences crews. There were three phases proposed with the last zoning. Phase 1 and 2 of the process have taken place. This is Phase 3 and will include constructing a new building for offices and meeting space and remodeling the existing building space to make it more functional.

Background:

The site plan identifies the new building proposed which will house office space, collaboration spaces, a meeting room, restrooms, and a breakroom. Moving these functions from the existing service building will allow for the remodel of the existing building to accommodate the needed locker rooms, crew facilities, traffic management facilities and storage areas. The plan also includes emergency flexible staging/sleeping quarters for staff as part of the winter weather and emergency protocols. The new 8,664-sf building will be located directly in front of the existing service center. To accommodate this new building, some existing parking spaces will be removed. These will be relocated on site with the construction of additional parking with some off the driveway from Coppell Road and the remainder connecting to the existing parking area interior to the site. Part of the existing fire lane is proposed to be abandoned. The brick is proposed to mimic that used at Life Safety Park. There will be one enclosed corridor that attaches the new building to the existing building and a fenced outdoor courtyard will also be located in between the two buildings. Trees will be planted on-site in addition to grasses, ground cover and perennials. The northwest portion of the building will also contain a bioswale that will be used as an educational tool for classes at Life Safety Park.

Benefit to the Community:

This will make the City's Service Center more functional and efficient to respond to the City's needs.

Legal Review:

N/A

Fiscal Impact:

There is no fiscal impact associated with this item. The Service Center Improvement project construction will be awarded at a future City Council meeting.

Recommendation:

On February 29, 2024, The Planning and Zoning Commission recommended unanimous approval (6-0) 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.

Attachments:

1. Staff Report
2. Detail Site Plan
3. Landscape Plan
4. Building Elevations