



City of Coppell, Texas

255 E. Parkway Boulevard
Coppell, Texas
75019-9478

Minutes

Planning & Zoning Commission

Thursday, December 16, 2021

6:00 PM

255 Parkway Blvd.

Edmund Haas
(Chair)

Glenn Portman
(Vice Chair)

Cindy Bishop

Sue Blankenship

Freddie Guerra

Ed Maurer

Jim Walker

PRESENT: Chairman, Edmund Haas; Vice Chair, Glenn Portman; Commissioner, Sue Blankenship; Commissioner, Ed Maurer; and Commissioner, Jim Walker.

ABSENT: Commissioner, Cindy Bishop; and Commissioner, Freddie Guerra

Also present were Mary Paron-Boswell, Senior Planner; Matt Steer, Development Services Administrator; and Kami McGee, Planning Secretary.

Notice was given that the Planning and Zoning Commission of the City of Coppell, Texas, met on Thursday, December 16, 2021, in Regular Called Session at 6:00 p.m. for Work Session, and Regular Session at 6:30 p.m., held 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.

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 6:01 p.m.

2. Work Session (Open to the Public)

3. Discussion regarding agenda items.

Regular Session (Open to the Public)

4. Citizens' Appearance

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

5. Consider approval of the October 21, 2021, Planning and Zoning Commission meeting minutes.

A motion was made by Vice Chairman Portman, seconded by Commissioner Blankenship, to approve the minutes of the October 21, 2021 Planning and Zoning meeting. The motion passed unanimously, (5-0).

6. PUBLIC HEARING:

Consider approval of Lost Creek (Live/Work) Addition, Lots 1-5 & Lot 6X, Block A Replat, being a replat of Lost Creek Addition, Lot 27, Block 1 into five live/work lots and one common area lot containing 0.709 acres of land in total, located at the northeast corner of S Coppel Road and Heath Lane, at the request of Chris Collins.

STAFF REP.: Matt Steer

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

- 1. Additional comments may be generated upon detailed engineering review.**
- 2. File the HOA Documents at time of plat recordation.**

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 Vice Chair Portman, seconded by Commissioner Blankenship, to approve the agenda item subject to staff conditions. The motion passed unanimously, (5-0).

7. PUBLIC HEARING:

Consider approval of Section 12-29-1 & 12-29-4, Sign Ordinance Text Amendment, to amend the Code of Ordinances, Chapter 12, Article 29 (Sign Regulations), Section 12-29-1 (Definitions) and 12-29-4 (Provisions for business zoning districts), to define and allow for pylon signage adjacent to SH 121 and IH 635; and to define and allow for seasonal businesses; and to allow public and private schools to use changeable letters on their monument signs; and provide for regulations and definitions.

STAFF REP.: Matt Steer

Matt Steer, Development Services Administrator, presented the case with exhibits and stated that staff is recommending approval of amending the Sign Ordinance to include:

- Changeable letters on monument signs for schools, seasonal businesses.
- Pylon signage on highway frontage for master planned retail centers.

Chairman Haas opened the Public Hearing and stated that it will remain open until the next Planning and Zoning meeting.

The commission requested that seasonal business be excluded from this request and asked staff explore additional design regulations for the pylon sign.

A motion was made by Commission Walker, seconded by Vice Chairman Portman, to continue the Public Hearing until the February Planning and Zoning meeting. The motion passed unanimously, (5-0).

8. Update on City Council Items

Chairman Haas stated that the Commission was updated on City Council items during Work Session.

9. Adjournment

There being no further business before the Planning and Zoning Commission, the meeting was adjourned at 7:33 p.m.

Edmund Haas, Chair

Kami McGee, Board Secretary