



# City of Coppell, Texas

255 E. Parkway Boulevard  
Coppell, Texas  
75019-9478

## Minutes

### Planning & Zoning Commission

Thursday, April 18, 2019

6:00 PM

255 Parkway Blvd.

**Commissioner Edmund Haas  
(CHAIR)**

**Commissioner Glenn Portman  
(VICE CHAIR)**

**Commissioner Sue Blankenship**

**Commissioner Freddie Guerra**

**Commissioner Ed Maurer**

**Commissioner Doug Robinson**

#### **Commissioner Jim Walker**

**PRESENT:** Vice Chair Glenn Portman, Commissioner Sue Blankenship, Commissioner Freddie Guerra, Commissioner Doug Robinson, and Commissioner Jim Walker.

**ABSENT:** Chair Edmund Haas, Commissioner Ed Maurer

Also present were Marcie Diamond, Assistant Director of Community Development/Planning; Mary Paron-Boswell, Senior Planner; Matt Steer, Development Services Coordinator; Kumar Gali, Assistant Director of Engineering; Kami McGee, Planning Secretary; Guy McLain, Assistant Director of Parks and Recreation; Gary Decker, Rolling Oaks Memorial Cemetery Manager.

Notice is hereby given that the Planning & Zoning Commission of the City of Coppell, Texas, met in Work Session at 6:00p.m., and in Regular Session at 6:30p.m., on Thursday, April 18, 2019, in Council Chambers at 255 E. Parkway Boulevard.

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

**6:00 p.m.      Work Session      (Open to the Public)      1st Floor Conference Room**

Discussion regarding agenda items.

The Planning & Zoning Commission was briefed on each posted agenda item, no vote was taken on any item discussed.

**6:30 p.m.      Regular Session      (Open to the Public)**

**1.                      Call to order.**

Vice Chairman Portman called the meeting to order at 6:35 p.m.

2. Consider approval of the minutes for March 21, 2019.

**A motion was made by Commissioner Guerra, seconded by Commissioner Blankenship to approve the minutes as written. The motion passed unanimously, (5-0).**

3. PUBLIC HEARING:

Consider approval of 7-Eleven Denton Tap Addition, Lot 1, Block A , Replat/Minor Plat , being a replat of the Mobil Site Addition and a Minor Plat of 0.176 acres of un-platted property to establish fire lane and necessary easements for a convenience store and gas pumps on 0.97 acres of property located at the northeast corner of S. Denton Tap and E. Belt Line Roads (890 S. Denton Tap Road), at the request of VP Fuel Mart, Inc being represented by Matt Moore, Clay Moore Engineering  
STAFF REP.: Marcie Diamond

**Marcie Diamond, Assistant Director of Community Development/Planning introduced the case with exhibits. Ms. Diamond stated that staff is recommending APPROVAL of 7-Eleven Denton Tap Addition, Lot 1, Block A, Replat/Minor Plat, subject to the following conditions:**

- 1. Additional engineering comments will be generated upon detail engineering plan review.**
- 2. The executed License agreement shall be filed with the county prior to the plat and the recording information shall be included on the Plat.**
- 3. A tree removal permit is required prior to the removal of any trees from the property.**

**Drew Donosky, 1903 Central Drive, Bedford, Texas, Clay Moore Engineering, was present to address questions the Commission asked about the 7-Eleven completion date.**

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

**A motion was made by Commissioner Guerra, seconded by Commissioner Robinson, to approve the agenda item with the condition presented by staff. The motion passed unanimously, (5-0).**

4. Consider approval of the West Sandy Lake Road Addition, Phase 2, Lots 1-5, Block A Preliminary Plat to establish a preliminary lot layout for hotel, retail, restaurant and office uses on 16.57 acres of property located at the northeast corner of Sandy Lake Road and SH 121 at the request of Victor Munson, Ferguson Realty Co, being represented by Alek Strimple, Jones Carter.

STAFF REP.: Marcie Diamond

**At 6:41p.m., Commissioner Guerra left the meeting upon filing a conflict of interest affidavit.**

**Marcie Diamond, Assistant Director of Community Development/Planning introduced the case with exhibits. Ms. Diamond stated that staff is**

recommending APPROVAL of the West Sandy Lake Road Addition, Phase 2, Lots 1-5, Block A, Preliminary Plat subject to the following conditions:

1. Additional comments will be generated at the time of Detail Engineering review.
2. Property Owners Association documents shall be submitted for staff review and filed prior the filing of the Final Plat. Property Owners Association shall maintain all utilities, common areas, including the mutual access easements, landscape medians, tree preservation area pedestrian areas, all enhanced paving surfaces, multi-tenant sign, etc.

Sean Graham, 109 Pasadena Trail, McKinney, Texas, Jones Carter Engineering, was present to address any questions of the Commission.

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

A motion was made by Commissioner Walker, seconded by Commissioner Blankenship, to approve the agenda item with the condition presented by staff. The motion passed unanimously, (4-0).

5. Consider approval of West Sandy Lake Road Addition, Phase 2, Lots 1-5, Block A, Final Plat to establish a final lot layout, fire lane and easements for the development of two hotels and future retail, restaurant and office uses on 16.57 acres of property located at the northeast corner of Sandy Lake and SH 121 at the request of Victor Munson, Ferguson Realty Co, being represented by Alek Strimple, Jones Carter. STAFF REP.: Marcie Diamond

Marcie Diamond, Assistant Director of Community Development/Planning introduced the case with exhibits. Ms. Diamond stated that staff is recommending APPROVAL of the West Sandy Lake Road Addition, Phase 2, Lots 1-5, Block A, Final Plat subject to the following conditions:

1. Additional comments will be generated at the time of Detail Engineering review.
2. Property Owners Association documents shall be submitted for staff review and filed prior the filing of the Final Plat. Property Owners Association shall maintain all utilities, common areas, including the mutual access easements, landscape medians, tree preservation area pedestrian areas, all enhanced paving surfaces, multi-tenant sign, etc.
3. The lots will be assigned addresses prior to the filing of the Plat for recordation.

Sean Graham, 109 Pasadena Trail, McKinney, Texas, Jones Carter Engineering, was present to address any questions of the Commission.

A motion was made by Commissioner Walker, seconded by Commissioner Blankenship, to approve the agenda item with the condition presented by staff. The motion passed unanimously, (4-0).

At 6:50p.m., Commissioner Guerra returned to the meeting.

6. PUBLIC HEARING:  
Consider approval of a zoning change to S-1244R-LI (Special Use

Permit-1244 Revised -Light Industrial), to approve a revised site and landscape plans and building elevations for the expansion of the Rolling Oaks Memorial Center, including buildings, plots and Mausoleum.  
 STAFF REP.: Mary Paron-Boswell

**Mary Paron-Boswell, Senior Planner, introduced the case with exhibits. Ms. Paron-Boswell stated that staff is recommending approval subject to the following conditions:**

- 1. There may additional comments generated during detail engineering review.**
- 2. Add "Phase 2" to the title block**

**Bryce Barkus, 411 North Webb Road. Wichita, Kansas, NKEC Engineering & Incorporated was present to address any questions from the Commission.**

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

**A motion was made by Commissioner Robinson, seconded by Commissioner Guerra, to approve the agenda item with the conditions presented by staff. The motion passed unanimously, (5-0).**

**7.**

**PUBLIC HEARING:**

Consider approval of Rolling Oaks Memorial Center (Cemetery) Lot 1R-1, Block A, Minor Plat/Replat, being a replat of Rolling Oaks Memorial Center, Lot 1R and 3, Block A and a Minor Plat of approximately 16.3 acres to establish fire lanes and necessary easements for the expansion of the Rolling Oaks Memorial Center (buildings, plots and Mausoleum) on approximately 27.7 acres of property located at the northeast quadrant of Freeport Parkway and Ruby Road (400 Freeport Parkway), at the request of the City of Coppell.  
 STAFF REP.: Mary Paron-Boswell

**Mary Paron-Boswell, Senior Planner, introduced the case with exhibits. Ms. Paron-Boswell stated that staff is recommending approval with no outstanding conditions.**

**Bryce Barkus, 411 North Webb Road. Wichita, Kansas, NKC Engineering & Incorporated was present to address any questions from the Commission.**

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

**A motion was made by Commissioner Blankenship, seconded by Commissioner Walker, to approve the agenda item with the condition presented by staff. The motion passed unanimously, (5-0).**

**8.**

**PUBLIC HEARING:**

Consider approval of the Old Town Mural Signs, Ordinance amending Chapter 12, Article 28A, "H" Historic District, Section 12-28A-5, Standards of Construction and, Section 12-28A-7, Signage Requirements; to provide for approval of signage by the Director of

Community Development and to allow the display of Mural Signs and provide regulation thereof in the Historic District; providing a repealing clause; providing a severability clause; providing a penalty clause; and providing an effective date.

STAFF REP.: Matt Steer

**Approved**

9. Update on City Council Actions.

**Ms. Diamond informed the commission that City Council approved the Old Coppel Estates rezoning request and the Classical Academy special use permit at the April 23rd Council Meeting.**

11. Adjournment

**There being no further business before the Planning and Zoning Commission, the meeting was adjourned at 7:22p.m.**

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**Edmund Hass, Chairman**

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**Kami McGee, Planning Secretary**