



# City of Coppell, Texas

255 E. Parkway Boulevard  
Coppell, Texas  
75019-9478

## Minutes

### Planning & Zoning Commission

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Thursday, November 17, 2022

6:00 PM

255 Parkway Blvd.

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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, Cindy Bishop; Commissioner, Sue Blankenship; Commissioner, Ed Maurer; and Commissioner, Jim Walker

**ABSENT:** Commissioner, Freddie Guerra

Also present were Mary Paron-Boswell, Senior Planner; Matt Steer, Development Services Administrator; Mindi Hurley, Director of Community Development; Michael Garza, Assistant Director of Public Works; Cole Baker, E.I.T., Graduate Engineer; Shelby Fletcher, Senior Administrative Assistant; Bob Hager, City Attorney; and Kami McGee, Board Secretary.

Notice was given that the Planning and Zoning Commission of the City of Coppell, Texas, met on Thursday, November 17, 2022, 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.

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)**

**3. Discussion of agenda items.**

Staff briefed the commission on the cases listed on the agenda and answered questions.

**Regular Session (Open to the Public)**

**4. Citizens' Appearance**

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

**5. Consider approval of the October 20, 2022, Planning and Zoning meeting minutes.**

A motion was made by Vice Chairman Portman, seconded by Commissioner Blankenship, to approve the minutes of the October 20, 2022, Planning and Zoning meeting. The motion passed unanimously, 6-0.

**6. PUBLIC HEARING:**

Consider approval of S-1264-C, Firehouse Subs, a zoning change request from C (Commercial) to S-1264-C (Special Use Permit - 1264 - Commercial), to allow a 1,200-square-foot restaurant with approximately 16 seats and pick-up service located at 150 South Denton Tap Road, Suite 111, at the request of Michael Hershman of Eagle Braewood L.P.  
STAFF REP.: Matt Steer

Matt Steer, Development Services Administrator, presented the case with exhibits and stated that staff is recommending approval of S-1264-C, Firehouse Subs, subject to:

1. The hours of operation shall not exceed 10:30 a.m. to 9 p.m. daily.
2. An external grease trap will be required, a minimum of 1,000 gallons.
3. There will be additional comments at the time of Building Permit.

Michael Hershman, Eagle-Braewood L.P., 8117 Preston Road, Suite 300, Dallas, Texas 75225, was present to answer questions of the commission regarding trash services and dumpster locations. Mr. Hershman stated he was in agreement with conditions presented by staff.

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 Chairman Portman, seconded by Commissioner Maurer, to approve the agenda item with staff conditions. The motion passed unanimously, 6-0.

**7. PUBLIC HEARING:**

Consider approval of PD-250R27-H, Main Street Old Town, a zoning

change request from H (Historic) to PD-250R27-H (Planned Development 250-Revision 27 - Historic) to add this property to the conceptual Planned Development for the Main Street Old Town Project; removal of the existing structures; creating 7 additional lots (three (3) mixed-use office/residential, two (2) mixed-use retail/residential, one (1) retail building and one (1) common parking lot) on 0.946 acres of property located on the southwest corner of Main Street and W. Bethel Road at the request of Chadick Capital L.P. and Chadick Management L.L.C., being represented Greg Frnka, GPF Architects, and developer Chris Collins.

STAFF REP.: Mary Paron-Boswell

Chairman Haas open the Public Hearing and stated the hearing will be focused on land use.

Chairman Haas convened Regular Session into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney at 6:54 p.m.

Chairman Haas reconvened Regular Session at 7:29 p.m.

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

1. There may be additional comments during the Detail Engineering review.
2. Final Plat is required and cannot be filed until buildings have been removed and zoning is approved.
3. Tree removal permit will be required prior to construction.
4. Update the quantity of proposed plants on the landscape plans.
5. Coordinate with Parks Department for the removal of offsite trees and relocation of irrigation south of Lot 7X to allow for access via the City's parking lot.
6. Lot 7X, Block A, Main Street Old Town Addition shall only be used for parking.
7. Lot 7X, Block A, Main Street Old Town Addition will not have street frontage, but will be accessible via an access easement which will be required between Lot 7X, Block A, Main Street Old Town Addition and the City of Coppell.
8. Existing 15 parking spaces on Main Street in front of this development shall be counted for this development on the condition that this development becomes part of the Old Town POA.
9. Existing 28 parking spaces in the "Old Town" area shall be counted towards this development on the condition that this development becomes part of the Old Town POA.
10. The POA shall be responsible for maintenance of the common area, proposed Lot 7X, Block A, Main Street Old Town Addition, and all landscaping.
11. All signage must comply with H District ordinance requirements.
12. Building 3 will not have any residential uses but may have a commercial occupancy on the second floor.
13. Maximum building height shall not exceed 35-ft above finished floor.
14. The POA shall maintain all amenities including benches, trash receptacles, bicycle racks, sidewalk easements between buildings, etc.
- 15 The POA shall maintain the private drainage easement.
16. Submit a letter from the Old Town Main Street POA stating that they will accept this development into their POA and all of the responsibilities and

conditions stated above.

17. Demolition or removal of the buildings shall require City Council Consideration.

Chris Collins, 564 S. Coppell Road, Coppell, TX 75019, applicant/developer, was present to answer questions of the Commission regarding relocation of the current building on the property and stated that he is donating \$130,000 to help fund the relocation but additional funding is required.

Greg Frnka, GPF Architects, 549 E. Sandy Lake Rd., Coppell, TX 75019, architect, was present to answer questions of the Commission.

Sarah Carrick, 456 W. Bethel., Coppell, TX 75019, Jacaranda Gift Shop owner, stated she was in opposition of the agenda request.

Nathanial Pugh, 131 Winding Hollow Ln, Coppell, TX 75019, stated he was in opposition of the agenda request.

Dana Pugh, 131 Winding Hollow Ln, Coppell, TX 75019, stated she was in opposition of the agenda request.

Angela Lancaster, 1006 Forrestwood Ln., Coppell, TX 75019, stated she was in opposition of the agenda request.

Chris Long, 710 S. Coppell Rd., Coppell, TX 75019, stated she was not in opposition of the agenda request.

Joe Shirley, 582 Villawood Ln., Coppell, TX 75019, stated he was in opposition of the agenda request.

Candy Sheehan, 321 Quiet Valley, Coppell, TX 75019, stated she was in opposition of the agenda request.

Paula Green, 155 Winding Hollow, Coppell, TX 75019, stated she was in opposition of the agenda request.

George Green, 155 Winding Hollow, Coppell, TX 75019, stated he was in opposition of the agenda request.

Jeff Varnell, 1601 E. Sandy Lake, Rd., Coppell, TX 75019, stated he was in favor of the agenda request.

Chairman Haas closed the Public Hearing.

A motion was made by Vice Chairman Portman, seconded by, Commission Maurer, to approve the agenda item with the additional staff condition stating that demolition or removal of the building shall require City Council consideration. The motion carried with a vote of 5 in favor and 1 opposed (5-1), with Chairman Haas voting against the request.

8. Consider approval of Main Street Old Town Addition, Preliminary Plat, a preliminary plat to create a total of 7 lots (one parking lot and six mixed-use lots), associated easements and fire lane configuration on 0.946 acres of property, located at the on the southwest corner of Main

Street and W. Bethel Road, at the request of Chadick Capital L.P. and Chadick Management L.L.C., being represented by B&D Surveying, Inc. and developer, Chris Collins

STAFF REP.: Mary Paron-Boswell

Mary Paron-Boswell presented the case with exhibits and stated that staff is recommending approval of Main Street Old Town Addition, Lots 1-6 and 7X, Block A, Preliminary Plat subject to the following conditions:

1. Additional comments may be generated upon detail engineering permit reviews.
2. Final Plat cannot be filed until buildings have been removed and zoning is approved.
3. Lot 7X shall only be used for parking.
4. An access easement is required between Lot 7X and the City of Coppel before the plat can be filed.
5. This plat must become a part of the Old Town P.O.A. before the plat can be filed.

A motion was made by Commissioner Walker, seconded by Commissioner Bishop, to approve the agenda item. The motion carried with a vote of 5 in favor and 1 opposed (5-1), with Chairman Haas voting against the request.

9.

Consider approval of Main Street Old Town, Final Plat, a final plat to create a total of 7 lots (one parking lot and six mixed-use lots), associated easements and fire lane configuration on 0.946 acres of property, located at the on the southwest corner of Main Street and W. Bethel Road, at the request of Chadick Capital L.P. and Chadick Management L.L.C., being represented by B&D Surveying, Inc. and developer, Chris Collins.

STAFF REP.: Mary Paron-Boswell

Mary Paron-Boswell presented the case with exhibits and stated that staff is recommending approval of Main Street Old Town Addition, Lots 1-6 and 7X, Block A, Final Plat subject to the following conditions:

1. Additional comments may be generated upon detail engineering permit reviews.
2. Final Plat cannot be filed until buildings have been removed and zoning is approved.
3. Lot 7X shall only be used for parking.
4. An access easement is required between Lot 7X and the City of Coppel before the plat can be filed.
5. This property must become a part of the Old Town P.O.A. before the plat can be filed.

A motion was made by Commissioner Walker, seconded by Commissioner Maurer, to approve the agenda item. The motion carried with a vote of 5 in favor and 1 opposed (5-1), with Chairman Haas voting against the request.

10. Update on City Council items.

Mary Paron-Boswell stated that there were no updates on City Council items.

Chairman Haas congratulated Freddie Guerra, Jim Walker and Cindy Bishop

on their reappointment to the Planning and Zoning Commission.

**11. Adjournment**

There being no further business before the Planning and Zoning Commission,  
Chairman Haas adjourned the meeting at 9:36 p.m.

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Edmund Haas, Chair

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Kami McGee, Board Secretary