



# City of Coppell, Texas

255 E. Parkway Boulevard  
Coppell, Texas  
75019-9478

## Minutes

### Planning & Zoning Commission

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Thursday, April 16, 2020

6:00 PM

Zoom Meeting

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**Edmund Haas**  
(Chair)

**Glenn Portman**  
(Vice Chair)

**Sue Blankenship**

**Freddie Guerra**

**Ed Maurer**

**Doug Robinson**

**Jim Walker**

**PRESENT: Chairman Edmund Haas, Vice Chairman Glenn Portman, Commissioner Freddie Guerra, Commissioner Sue Blankenship, Commissioner Ed Maurer, Commissioner Doug Robinson, and Commissioner Jim Walker.**

**Also present were Mary Paron-Boswell, Senior Planner; Matt Steer, Development Services Administrator; Kumar Gali, Engineering Assistant Director; Ashley Owens, Deputy City Secretary; Julian Coleman, Audio Video Technician; and Kami McGee, Planning Secretary.**

Notice is given that the Planning and Zoning Commission of the City of Coppell, Texas, met in Regular Called Session at 6:00 p.m. on Thursday, April 16, 2020, via Zoom Meeting.

As authorized by Section 551.127, of the Texas Government Code, one or more Commission members or employees may attend this meeting remotely using videoconferencing technology.

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 418.016(e) of the Texas Government Code, on March 16, 2020, Governor Greg Abbott suspended various provisions that require government officials and members of the public to be physically present at a specified meeting location.

The following requirements have been suspended by the governor:

1. A quorum of the Planning & Zoning Commission need not be present at one physical location. Id. § 551.127(b).
2. In light of (1), above, the meeting notice need not specify where the quorum of the Planning & Zoning Commission will be physically present and the intent to have a quorum present. Id. § 551.127(e).
3. In light of (1) above, the meeting held by videoconference call is not required to be open to the public at a location where commission is present. Id. § 551.127(f).
4. The audio and video are not required to meet minimum standards established by Texas Department of Information Resources (DIR) rules, the video doesn't have to be sufficient that a member of the public can observe the demeanor of the participants, the members faces don't have to be clearly visible at all times, and the meeting can continue even if a connection is lost, so long as a quorum is still present. Id. § 551.127(a-3); (h); (i); (j).

This meeting will be closed to in person attendance by the public to reduce the spread of COVID-19. A temporary suspension of the Open Meetings Act to allow telephone or videoconference of public meetings has been granted by Texas Governor Greg Abbott. Letters and emails may be submitted by any citizen of the City or other party of interest to express his or her opinion concerning this agenda or other general comments to the Commission. Comments will be read into the record during the Citizens Appearance portion of the meeting. Letters may be addressed to the City of Coppell Planning Division, 255 Parkway Boulevard, Coppell, TX 75019, by email to [planning@coppelltx.gov](mailto:planning@coppelltx.gov), or by calling the Planning Division at 972-304-3678.

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 6p.m.

**2. Work Session (Open to the Public)****3. Discussion regarding agenda items.****Regular Session (Open to the Public)****4. Citizen's Appearance.**

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

**5. Approval of the March 19, 2020 Planning & Zoning minutes.**

Commissioner Blankenship recalled the location of the Work Session during the March 19 Planning & Zoning meeting was in the Council Chambers, not the 1st Floor Conference Room.

A motion was made by Commissioner Portman, seconded by Commissioner Walker, to approve the minutes. The motion passed unanimously, (7-0).

**6. Consider approval of a 6 month extension to the approval of the Blackberry Farms PH I, Final Plat to subdivide 36.5 acres of property to permit the development of 54 single-family lots and seven (7) common area lots located on the north side of Sandy Lake Road, approximately 750 feet northeast of Starleaf Street (extended), at the request of Denton Creek Land Company Ltd.  
STAFF REP.: Mary Paron-Boswell**

Mary Paron-Boswell, Senior Planner, presented the case with exhibits and stated that staff is recommending approval of a six-month extension to the approval of Final Plat, Phase 1, for Blackberry Farms. If granted, the Final Plat approval will expire on December 20, 2020.

A motion was made by Commissioner Portman, seconded by Commissioner Guerra, to approve the request. The motion passed unanimously, (7-0).

Due to a conflict of interest with agenda items 7 and 8, Commissioner Guerra excused himself from the meeting at 6:36 p.m.

**7. Consider approval of a 6 month extension of the West Sandy Lake Road Addition, Phase 2, Lots 1-5, Block A Final Plat, reflecting the approved Concept Site Plan for hotel, retail, restaurants and office uses, and Detail Plan for two hotels on 16.6 acres of property, located on the northeast corner of State Highway 121 and W Sandy Lake Road, at the request of Ferguson Realty Company.**

STAFF REP.: Mary Paron-Boswell

Mary Paron-Boswell, Senior Planner, presented the case with exhibits and stated that staff is recommending approval of a six-month extension to the West Sandy Lake Road Addition, Phase 2, Lots 1-5, Block A, Final Plat. If granted, the Final Plat approval will expire on October 13, 2020.

A motion was made by Commissioner Portman, seconded by Commissioner Blankenship, to approve the request. The motion passed unanimously, (7-0).

8.

PUBLIC HEARING:

Consider approval of PD-221R3R4-HC, (Hilton Garden Inn), a zoning change request from PD-221R3R3-HC to PD-221R3R4-HC, to approve a Detail Site Plan for a five story, approximately 77,500 square-foot hotel on 2.657 acre of land located between Point West Boulevard and S. Belt Line Road, north of I-635, at the request of Jones Carter.

Mary Paron-Boswell, Senior Planner, presented the case with exhibits and stated that staff is recommending approval of PD-221R3R4-HC, subject to the following conditions:

1. There may be additional comments at the time of Building Permit and Detail Engineering Review.
2. The property shall be platted to provide required mutual access, fire lanes and easements prior to development. A mutual access easement should be shown on the northwest corner of the site.
3. To allow a 5-foot landscape buffer along the southern property line.
4. To allow four colors and greater coverage of secondary colors to match the hotel prototype colors.
5. To allow for one loading zone.

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

Alex Strimple, Engineer, Jones Carter, 2805 Dallas Parkway, Ste. 600, Plano, TX 75093, was present to discuss questions regarding color scheme by the Commission.

D.K. Patel, Developer, 2009 Cottonwood Valley South, Irving TX 75038, was present to discuss additional questions regarding color scheme by the Commission.

Joey DelPrincipe, Architect, 780 North Waters Rd. Ste.100 Allen, TX 75013, was present to discuss additional questions regarding color scheme by the Commission.

A motion was made by Commissioner Robinson, seconded by Commissioner Portman, to approve the request. The motion passed unanimously, (7-0).

At 7:15pm, Commissioner Guerra returned to the meeting.

9.

PUBLIC HEARING:

Consider approval of PD-302-HC, (DFW Office), a zoning change request from PD-272R4-LI and HC to PD-302-HC (Planned

Development-302-Highway Commercial), to approve a Detail Site Plan for a 54,400-square-foot office building, on 4.81 acres of land, located at the southeast corner of SH 121 and Northwestern Drive, at the request of Halff Associates, Inc.

Mary Paron-Boswell, Senior Planner, presented the case with exhibits and stated that staff is recommending approval of PD-302-HC, subject to the following conditions:

1. There may be additional comments at the time of Building Permit and Detail Engineering Review.
2. Tree Removal Permit is required prior to start of construction.
3. To allow more than 50% parking in the front yard.
4. To allow parking within the 20-foot landscape setback along Northwestern Drive.
5. To not require a cornice on the building.

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

John Taylor, 501 South Second Ave. Building C, Dallas, TX 75226 was present to answer questions by the Commission.

A motion was made by Commissioner Walker, seconded by Commissioner Robinson, to approve the request. The motion passed unanimously, (7-0).

**10.**

**PUBLIC HEARING:**

Consider approval of the Prologis Park One Twenty One Addition, Lot 4R, Block B, Replat, being a replat of Lots 4-6, Block B, into one lot and to establish fire lanes and easements for the construction of a two-story office building, on 4.81 acres of property, located at the southeast corner of SH 121 and Northwestern Drive, at the request of Halff Associates, Inc.

STAFF REP.: Mary Paron-Boswell

Mary Paron-Boswell, Senior Planner, presented the case with exhibits and stated that staff is recommending approval of Prologis One Twenty One Addition, Lot 4R, Block B, subject to the following condition being met:

1. There may be additional comments at the time of Engineering Review and Building Permit.

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 Commissioner Walker, seconded by Commissioner Guerra, to approve the request. The motion passed unanimously, (7-0).

**11. Update on City Council Items.**

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

Mary Paron-Boswell stated that due to the current Covid19 circumstances, the

Planning Division would not be accepting applications until further notice. Therefore, the May 21, 2020 Planning & Zoning Commission meeting has been cancelled.

**12. Adjournment.**

There being no further business before Planning & Zoning Commission, the meeting was adjourned at 7:37pm.

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**Edmund Haas, Chair**

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**Kami McGee, Panning Secretary**