



# City of Coppel, Texas

255 E. Parkway Boulevard  
Coppel, Texas  
75019-9478

## Minutes

### Planning & Zoning Commission

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Thursday, December 17, 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 Chair, Glenn Portman; Commissioner Sue Blankenship; Commissioner Doug Robinson; Commissioner Freddie Guerra; and Commissioner Jim Walker.

**ABSENT:** Commissioner Ed Maurer

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

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.

Notice is hereby given that the Planning and Zoning Commission of the City of Coppel, Texas, met in Regular Called Session at 6:00 p.m. on Thursday, December 17, 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 Coppel 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 following requirements have been suspended by the governor:

1. A quorum of the Planning and 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 and 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 video conference 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 is 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 video conference 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 6:01p.m.

2. Work Session (Open to the Public)
3. Discussion regarding agenda items.

Regular Session (Open to the Public)

Chairman Haas called the Regular Session to order at 6:30 p.m.

4. Citizens' Appearance.

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

5. Consider approval of the November 19, 2020 Planning and Zoning meeting minutes and the November 23, 2020 Special Called Planning and Zoning meeting minutes.

A motion was made by Vice Chair Portman, seconded by Commissioner Blankenship, to approve the minutes of the November 19, 2020 Planning & Zoning meeting. The motion passed unanimously, (6-0).

A motion was made by Vice Chair Portman, seconded by Commissioner Guerra, to approve the minutes of the November 23, 2020 Special Called Planning & Zoning meeting. Commissioner Blankenship abstained from voting. The motion passed unanimously, (5-0).

6. Consider approval of an Ordinance for PD-157R8-C, to allow for the subdivision of the property into three lots for the sale of the different lots/businesses on approximately 4.6 acres of property, located at the southwest corner of East Belt Line Road and South MacArthur Blvd., and authorizing the Mayor to sign.

Senior Planner, Mary Paron-Boswell, presented the case with exhibits and stated that staff is recommending approval of PD-157R8-C, Valley Ranch Plaza, subject to the following conditions:

1. The replat for this site must be filed.
2. To allow the setbacks for Lot 3, Block A, to be as shown on the plan.
3. To allow the landscaping to be as shown on the plan.
4. To require a parking and dumpster agreement between Lots 1 and 3 be filed at the county and listed on the plat and site plan.

Preston Evans, Owner BLMA LTD., 8350 N. Central Expressway #1330, Dallas, TX 75206, was present to answer questions by the commission. Mr. Evans stated he was in agreement with conditions outlined 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 Chair Portman, seconded by Commissioner Guerra, to approve the agenda item with the conditions presented by staff. The motion passed unanimously, (6-0).

7. PUBLIC HEARING:

Consider approval of Valley Ranch Plaza Replat, Lots 1-3, Block A, being a replat of Valley Ranch Plaza, Tract A-R, into 3 separate lots, containing approximately 4.6 acres of land located at the southwest corner of East Belt Line Road and South MacArthur Blvd, at the request of BLMA, Ltd and Phase II BLMA, Ltd.

STAFF REP.: Mary Paron-Boswell

Senior Planner, Mary Paron-Boswell, presented the case with exhibits and stated that staff is recommending approval of Valley Ranch Addition, Lots 1-3, Block A, Replat, subject to the following conditions:

1. The executed parking agreement between Lots 1 and 3 shall be filed with the county prior to the plat and the recording information shall be included on the Plat.
2. That all of the proposed landscaping for Lots 1-3, be in place before the plat is filed.

Mr. Evans stated he was in agreement with conditions outlined 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 Chair Portman, seconded by Commissioner Blankenship, to approve the agenda item with the conditions presented by staff. The motion passed unanimously, (6-0).

8. Consider approval of an Ordinance for PD-260R3-R to amend the site plan to allow for the demolition of an existing storage building and construction of a new structure containing a garage, enclosed storage area, and covered pavilion area; on 1.49 acres of property located at 1601 E. Sandy Lake Road; and authorizing the Mayor to sign.

Senior Planner, Mary Paron-Boswell presented the case with exhibits and stated that staff is recommending approval of PD-260R3-R, Trinity River Kayak Company, subject to the following conditions:

1. There may be additional comments may be additional comments at the time of Building Permit and Detail Engineering Review.
2. A Demolition Permit is required to remove the existing structure.
3. Allow a 15-ft exception to the 30-ft side yard setback for the eastern portion of the new building.

Mrs. Paron-Boswell stated staff received one phone call opposing the request and two notifications in favor of the request.

Aaron Duncan, Mesa Design Group, 2001 N. Lamar Street Dallas, TX 75202 was present to discuss the case and answer questions by the commission.

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 Guerra, seconded by Vice Chair Portman, to approve the agenda item with the conditions presented by staff. The motion passed unanimously, (6-0).

9. PUBLIC HEARING:

Consider approval of PD-250R21R-H, Old Town Addition, Lot 1R2, Block C, zoning change request from PD-250R21-H (Planned Development-250-Revision 21-Historic) to PD-250R21R-H (Planned Development-250-Revision 21-Revised-Historic) to allow the coffee shop/retail to remain on the 1st floor and to convert one of the residential units (Apt. 202) into an office space on the 2nd floor; on 0.24 acres of property located at 462 Houston St., at the request of Christian Hemberger, the property owner.

STAFF REP.: Matt Steer

Matt Steer, Development Services Coordinator, presented the case with exhibits and stated that staff is recommending APPROVAL of PD-250R21R-H subject to the following conditions being met:

1. This will be subject to a detailed building review with permit submittal.
2. This is subject to egress provisions for non-residential buildings under the 2015 IBC and once reclassified, the space cannot be used as a dwelling.

Mr. Steer stated staff received two phone calls in support of this request.

Christian Hemberger, George Coffee & Provisions, 462 Houston Street, Coppell, TX 75019, was present to answer questions by the commission. Mr. Hemberger stated he was in agreement with conditions outlined 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 Chairman Haas, seconded by Commissioner Walker, to approve the agenda item with the conditions presented by staff. The motion passed unanimously, (6-0).

**10. Update on City Council items.**

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

**11. Adjournment.**

There being no further business before the Planning & Zoning Commission, the meeting was adjourned at 7:18 p.m.

The City of Coppell acknowledges its responsibility to comply with the Americans with Disabilities Act of 1990. Thus, in order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternative audio/visual devices, and amanuenses) for participation in or access to the City of Coppell sponsored public programs, services, and/or meetings, the City requests that individuals makes requests for these services seventy-two (72) hours – three (3) business days ahead of the scheduled program, service, and/or meeting. To make arrangements, contact Kori Allen, ADA Coordinator, or other designated official at (972) 462-0022, or (TDD 1-800-RELAY, TX 1-800-735-2989).

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Edmund Haas, Chair

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Kami McGee, Secretary