



City of Coppel, Texas

255 E. Parkway Boulevard
Coppel, Texas
75019-9478

Minutes

Planning & Zoning Commission

Thursday, May 20, 2021

6:00 PM

Zoom Meeting

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, Cindy Bishop; Commissioner, Freddie Guerra; Commissioner, Ed Maurer; and Commissioner, Jim Walker.

Also present were Matt Steer, Development Services Administrator; Mike Garza, Public Works Assistant Director; Cole Baker, E.I.T., Graduate Engineer; 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 was 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, May 20, 2021, 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, 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 6:00 p.m.

2. **Work Session (Open to the Public)**

3. Discussion regarding agenda items.

4. Discussion regarding future in-person meetings.

Planning Secretary, Kami McGee, notified the Commission that future Planning and Zoning meetings would resume in-person beginning June 17, 2021 at 255 Parkway Blvd., in the Council Chambers.

Regular Session (Open to the Public)

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

5. **Citizens' Appearance.**

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

6. Consider approval of the March 18, 2021 Planning and Zoning minutes.

A motion was made by Vice Chairman Portman, seconded by Commissioner Blankenship, to approve the minutes of the March 18, 2021 Planning and Zoning meeting minutes. The motion passed unanimously, (7-0).

7. PUBLIC HEARING:

Consider approval of PD-306-HC, VariSpace, a zoning change request from HC (Highway Commercial) to PD-306-HC (Planned Development-306-Highway Commercial), to approve a Detail Site Plan for a 185,700-square-foot, 3-story office building with a two story parking structure on 9.84 acres of land located at the southeast corner of Freeport Parkway and SH 121 at the request of Varidesk LLC, being represented by Joshua Dockery, BOKA Powell.

STAFF REP.: Matt Steer

Matt Steer, Development Services Administrator, presented the case with exhibits and stated that staff is recommending approval of PD-306-HC, Lot 1, Block A, VariSpace, subject to the following conditions:

1. Additional comments may be generated upon detail engineering and building permit reviews.
2. The existing conditions drainage area map shall be included with the detail engineering plans.
3. A Tree Removal Permit will be required prior to the removal of any trees. Tree mitigation fees of \$19,100 will be due at that time.
4. The Director of Community Development shall be authorized to administratively review the addition of a third level to the parking garage as an amendment to the Planned Development.
5. The shrub quantities and sizes shall be noted in the landscape plant chart on the Landscape Plan.
6. The address of 450 N. Freeport Parkway be reflected correctly on the plans.
7. An additional single-tenant and an additional multi-tenant monument sign be allowed on-site.
8. Directional signage be allowed as shown on the sign plan.
9. Parking space sizes be allowed as listed on the plans.
10. The loading zone be allowed as depicted on the site plan.

Jeff Lamb, VariSpace Owner, 499 Hidden Valley, Coppell, TX 75019, was present to 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 Maurer, seconded by Commissioner Walker to approve the agenda item subject to staff conditions. The motion passed unanimously, (7-0).

8. PUBLIC HEARING:

Consider approval of VariSpace Coppell, Lot 1, Block A, Replat, being a replat of Lot 6R, Block A, Prologis Park One Twenty One and Lot 1,

Block 1, One Twenty One Business Park to combine lots, abandon and dedicate easements to allow for the development of a 185,700 square foot, 3-story office building with a two story parking structure on 9.84 acres, located at the southeast corner of Freeport Parkway and SH 121 at the request of Varidesk LLC, being represented by Joshua Dockery, BOKA Powell.

STAFF REP.: Matt Steer

Matt Steer, Development Services Administrator, presented the case with exhibits and stated that staff is recommending approval of VariSpace Coppell, Lot 1, Block A, replat subject to the following conditions:

1. Additional comments may be generated upon detail engineering permit reviews.
2. The existing conditions drainage area map shall be included with the detail engineering plans.
3. A Tree Removal Permit will be required prior to the removal of any trees. Tree mitigation fees of \$19,100 will be due at that time.

Jeff Lamb, 499 Hidden Valley, Coppell, TX 75019, Owner, was present to 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 Walker, seconded by Vice Chairman Portman, to approve the agenda item subject to staff conditions. The motion passed unanimously, (7-0).

9. Update on City Council.

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

10. Adjournment.

There being no further business before the Planning and Zoning Commission, the meeting was adjourned at 7:07 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. This publication can be made available in alternative formats, such as Braille or large print, by contacting Kori Allen, ADA Coordinator, or other designated official at (972) 462-0022, or (TDD 1-800-RELAY, TX 1-800-735-2989).

Edmund Haas, Chair

Kami McGee, Secretary