



# City of Coppell, Texas

255 E. Parkway Boulevard  
Coppell, Texas  
75019-9478

## Minutes

### Planning & Zoning Commission

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Thursday, August 18, 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; Commissioner, Freddie Guerra; Commissioner, Sue Blankenship; and Commissioner, Jim Walker

**ABSENT:** Vice Chair, Glenn Portman; Commissioner, Cindy Bishop; and Commissioner, Ed Maurer

Also present were Mary Paron-Boswell, Senior Planner; Matt Steer, Development Services Administrator; Mike Garza, Assistant Director of Public Works; Cole Baker, E.I.T., Graduate Engineer; and Kami McGee, Board Secretary.

Notice was given that the Planning and Zoning Commission of the City of Coppell, Texas, met on Thursday, August 18, 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.

4. **Boards & Commission Attendance Policy**

Mary Paron-Boswell provided an update on the new attendance policy for Boards and Commissions during Regular Session.

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

Chairman Haas called Regular Session in to order at 6:38 p.m.

5. **Citizens' Appearance**

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

6. Consider approval of the July 21, 2022, Planning and Zoning meeting minutes.

A motion was made by Commissioner Walker, seconded by Commissioner Guerra, to approve the minutes of the July 21, 2022, Planning and Zoning meeting. The motion passed unanimously, 4-0.

7. **PUBLIC HEARING:**

Consider approval of PD-181R3-SF-12, Larson Residence & Garage, Bethel Road Estates Addition, Lot 1R, Block 1, a zoning change request from C (Commercial), R (Retail) and PD-181R2-SF-12 (Planned Development-181-Revision 2 Single-Family- 12) to PD-181R3-SF-12 (Planned Development-181-Revision 3 Single-Family - 12) to approve a Detail Site Plan for an existing single-family residence with a 300 square foot addition and the construction of a 4,000 sf detached garage, and modification of the front yard fence located on 2.065 acres of land located on the northside of W. Bethel Road, approximately 325 ft east of Hearthstone Lane, at the request of Raymond and Virginia Larson, being represented by Greg Frnka of GPF Architects, LLC.

STAFF REP.: Matt Steer

Matt Steer, Development Services Administrator, presented the case with exhibits and stated that staff is recommending approval of PD-181R3-SF-12, subject to the following conditions:

1. There may be additional comments at the time of building permit.
2. Building permits shall be required for all proposed buildings, structures, paving and fences/walls.
3. To allow for a washroom with a kitchenette in the proposed accessory garage structure.

- 4. To allow the accessory building height to be 30' as opposed to the maximum 12' required in the Zoning Ordinance.
- 5. To allow an option of either cement plaster or stone on the accessory building to match the existing home.
- 6. To allow the stone screening wall within the front yard as previously permitted on the eastern half of the subject property.

Mr. Steer stated that an additional condition was added to the staff conditions stating, "To allow grasscrete as an acceptable material for the driveway south of the structure, as a PD condition on the site plan."

Greg Frnka, 549 E. Sandy Lake Rd., Coppell, TX 75019, architect, was present to answer questions by the commission.

Virginia Larson, 260 W. Bethel, Coppell, TX 75019, owner, was present to answer questions by the commission regarding debris in the creek.

Chairman Haas opened the Public Hearing.

Laura Burnett, 329 Brock, Coppell, TX 75019, stated she was in favor of the request.

Chairman Haas closed the Public Hearing.

A motion was made by Chairman Haas, seconded by Commissioner Guerra, to approve the agenda item with staff conditions including the 7th condition stating, "To allow grasscrete as an acceptable material for the driveway south of the structure, as a PD condition on the site plan." The motion passed unanimously, 4-0.

**8.**

**PUBLIC HEARING:**

Consider approval of a Residential Replat-Bethel Road Estates Addition, Lot 1R, Block 1, Replat, being a replat combining two properties into one containing 2.065 acres of land located on the northside of W. Bethel Road, approximately 325 ft east of Hearthstone Lane, at the request of Raymond and Virginia Larson, being represented by Brittain & Crawford, LLC.

STAFF REP.: Matt Steer

Matt Steer, Development Services Administrator, presented the case with exhibits and stated that staff is recommending approval of Bethel Road Estates, Lot 1R, Block 1, with no outstanding conditions.

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 Commissioner Blankenship, to approve the agenda item. The motion passed unanimously, 4-0.

**9.**

**PUBLIC HEARING:**

Consider approval of PD-301R2-HC, Victory Shops Coppell, a zoning change request from PD-301R-HC (Planned Development 301 Revised-

Highway Commercial) to PD-301R2-HC (Planned Development 301-Revision 2- Highway Commercial) to revise the Concept PD for the overall development of the site and allow for a combination of retail, restaurant, offices, medical office, banquet center, daycare and bank; on approximately 10 lots on 16.766 acres of property located at the on the southeast corner of Belt Line Road and Dividend Drive at the request of Beltline Properties, LLC, being represented by Kirkman Engineering. STAFF REP.: Mary Paron-Boswell

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

- 1. There may be additional comments during the detail engineering review.**
- 2. A final plat will be required.**
- 3. A right turn lane be constructed on S. Belt Line Road with this project.**
- 4. PD Conditions:**
  - a. All signage shall comply with city regulations.**
  - b. Plans for the linear park shall require staff approval.**
  - c. The focal point artwork shall require staff approval and shall be in place prior to the issuance of a CO for the buildings at the rear of the property.**
  - d. A P.O.A. shall be required prior to the filing of the final plat.**
  - e. A Detailed Site Plan shall be required for the development of any of the lots.**
  - f. A tree survey and tree mitigation, if any, shall be required at the time of Detail Planned Development.**
  - g. Daycare shall be allowed and shall not require a circular drive.**
  - h. Parking shall be allowed in the front yard as shown.**
  - i. Restaurants with drive through shall be allowed as shown on the concept plan.**
  - j. To allow the monument signs as presented.**
  - k. To allow a banquet hall.**

**Bobby Mendoza, 2911 Turtle Creek, Dallas, TX, 75201, was present to answer questions of the commission. Mr. Mendoza stated that there will be designated parking spaces for the daycare for drop off and pick up.**

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

**Mike Garza, Assistant Director of Public Works, stated that staff will try to coordinate improvements to the deceleration lanes with the construction schedule of the applicants project.**

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

**10.**

**PUBLIC HEARING:**

Consider approval of the Victory Shops of Coppel Addition, a preliminary plat to create 10 commercial lots and associated easements and fire lane configuration, on 16.766 acres of property located at the on the southeast corner of Belt Line Road and Dividend Drive at the request of Beltline Properties, LLC, being represented by Kirkman Engineering.

STAFF REP.: Mary Paron-Boswel

Mary Paron-Boswell, Senior Planner, presented the case with exhibits and stated that staff is recommending approval of Victory at Coppell, Lots 1-10, Block A, Preliminary Plat Replat subject to the following conditions:

- 1. Additional comments may be generated upon detail engineering permit reviews and final plat submittal.

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 Commissioner Blankenship, to approve the agenda item with staff conditions. The motion passed unanimously, 4-0.

11.

Consider approval of Park West III, Lots 1 & 2, Block A, Site Plan Approval, site plan for three office/warehouse buildings, associated easements and fire lane configuration on two lots totaling 19.393 acres of property located on the southwest corner of Southwestern Blvd and South Belt Line Road, at the request of MLRP Park West Land LLP, being represented by 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 Park West III Commerce Center Site Plan, subject to the following conditions:

- 1. There may be additional comments at the time of detail engineering review and building permit.
- 2. Signage shall comply with the sign ordinance and be generally consistent in terms of style, placement and size.
- 3. Submission of the location and type of the lighting facilities, security lighting, screening and glare shades will be required at the time of building permit, to ensure compliance with glare and lighting ordinance.

Tim Geisler, ML Realty Partners, One Pierce Place, Suite 450, Itasca, IL 60143, was present to answer questions of the commission regarding traffic impacts.

Mike Garza, Assistant Director of Public Works, stated that staff felt there was not a need for a Traffic Impact Analysis based on the existing facility uses.

A motion was made by Commissioner Walker, seconded by Commissioner Guerra, to approve the agenda item with staff conditions. The motion passed unanimously, 4-0.

12.

PUBLIC HEARING:

Consider approval of Park West III, Lots 1 & 2, Block A, a replat to create two office/warehouse buildings, associated easements and fire lane configuration on 19.393 acres of property located on the southwest corner of Southwestern Blvd and South Belt Line Road, at the request of MLRP Park West Land LLP, being represented by 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 Park West III Commerce Center Addition, Lots 1 & 2, Block A, Replat subject to the following conditions:

1. Additional comments may be generated upon detail engineering permit reviews

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 Commissioner Blankenship, to approve the agenda item with staff conditions. The motion passed unanimously, 4-0.

13.

Consider approval of BLP E Belt Line, Lot 1, Block A, Site Plan Approval, site plan for two office/warehouse buildings and associated easements and fire lane configuration on 10.519 acres of property located on the north side of East Belt Line Road approximately 1,500 feet east of S. Denton Tap Road, at the request of Bridge Investment Group, being represented by Langan.

STAFF REP.: Mary Paron-Boswell

Mary Paron-Boswell present the case with exhibits and stated that staff is recommending approval of BLP E Belt Line Road Development Site Plan, subject to the following conditions:

1. There may be additional comments at the time of detail engineering review and building permit.
2. Signage shall comply with the sign ordinance and be generally consistent in terms of style, placement and size.
3. Submission of the location and type of the lighting facilities, security lighting, screening and glare shades will be required at the time of building permit, to ensure compliance with glare and lighting ordinance.

A motion was made by Commissioner Guerra, seconded by Commissioner Blankenship, to approve the agenda item with staff conditions. The motion passed unanimously, 4-0.

14.

Consider approval of BLP E Belt Line Addition, Lot 1, Block A, MINOR PLAT, a minor plat to create one lot and associated easements and fire lane configuration on 10.519 acres of property located on the north side of East Belt Line Road approximately 1,500 feet east of S. Denton Tap Road, at the request of Bridge Investment Group, being represented by Langan.

STAFF REP.: Mary Paron-Boswell

Mary Paron-Boswell present the case with exhibits and stated that staff is recommending approval of BLP E Belt Line Road Development Addition, Lot 1, Block A, Minor Plat subject to the following conditions:

1. Additional comments may be generated upon detail engineering permit reviews.

A motion was made by Commissioner Walker, seconded by Commissioner Guerra, to approve the agenda item with staff conditions. The motion passed unanimously, 4-0.

**15. Adjournment**

**There being no further business before the Planning and Zoning Commission,  
Chairman Haas adjourned the meeting at 7:52p.m.**

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**Eddie Haas, Chair**

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**Kami McGee, Board Secretary**