PLANNING AND ZONING COMMISSION MEETING
CITY HALL - COUNCIL CHAMBERS, 300 W. MAIN STREET
MONDAY, JULY 24, 2023 AT 5:30 PM

MINUTES

BRIEFING SESSION - 5:30 PM

Chairperson Smith called the Briefing meeting to order at 5:35 p.m.

Call to Order

PRESENT
Chairperson Cheryl Smith
Vice Chairperson Max Coleman
Secretary Julia Perez
Commissioner Ana Coca (entered meeting at 5:57 p.m.)
Commissioner Michelle Madden
Commissioner CJ Ramirez

ABSENT
Commissioner John Fedorko
Commissioner Quentin Pete Jr.
Commissioner Frank Gonzalez

EXECUTIVE SESSION

There was no closed session.

Agenda Review

Commissioner Madden stated concern with the complex only having one access from Robinson Rd, as it will contribute to the existing traffic for item three. Transportation Planner Brett Huntsman stated a Traffic Impact Analysis (TIA) was done with the submittal and they found that one entrance would suffice. Chairperson Smith stated concern with the number of apartments being developed and asked what it would take to put in place a moratorium for item three. Planning and Development Director Rashad Jackson stated it would be decided by City Council.

Upcoming Elections of Officers

Chief City Planner Savannah Ware brought to the commissioner's attention that there will be election of officers on an upcoming agenda.

REGULAR MEETING - 6:30 PM

Chairperson Smith called the meeting to order at 6:30 p.m.

Call to Order

PRESENT
Chairperson Cheryl Smith
Vice Chairperson Max Coleman
Secretary Julia Perez
Commissioner Ana Coca
Commissioner Michelle Madden
Commissioner CJ Ramirez

ABSENT
Commissioner John Fedorko
Commissioner Quentin Pete Jr.
Commissioner Frank Gonzalez

Commissioner Perez led the Invocation.

Chairperson Smith led the Pledge of Allegiance to the US Flag and Texas Flag.

CITIZEN COMMENTS

There were no citizen comments.

PUBLIC HEARING CONSENT AGENDA

Motion made by Commissioner Coleman, Seconded by Commissioner Perez to close the public hearing and approve items one and two. The motion carried unanimously.

1. Approval of Minutes of the July 10, 2023 P&Z meeting

   Approved on Consent Agenda

2. PLT-23-06-0038 - Replat - Lot 21-R 1122 Dalworth Street (City Council District 5). Replat of Lots 21 and 22, Block 142, Dalworth Park Addition, creating one non-residential lot on 0.384 acres. Lot 21-R, Block 142, Dalworth Park Addition, City of Grand Prairie, Dallas County, Texas, zoned General Retail, and addressed as 1122 Dalworth Street

   Approved on Consent Agenda

ITEMS FOR INDIVIDUAL CONSIDERATION

3. STP-23-06-0012 - Site Plan - Pivotal Grand Prairie (City Council District 2). Site Plan for a multi-family development with 305 units on 37.42 acres. Tracts 2 and 36, Stephen B McCommas Survey, Abstract No. 888, City of Grand Prairie, Dallas County, Texas, zoned Planned Development for Multi-Family, within the SH 161 and I-20 Corridor Overlay Districts, and addressed as 1900 IH 20 and 3900 Robinson Rd

Chief City Planner Savannah Ware presented the case report and gave a power point presentation. She stated the applicant is seeking Site Plan approval for a multi-family development with 305 units. The Unified Development Code (UDC) requires City Council approval of a Site Plan to ensure that the development meets requirements in the UDC by providing adequate circulation as well as quality site planning techniques. The UDC identifies criteria for evaluating proposed developments such as density and dimensional standards, landscaping and screening requirements, and architectural design requirements.

The applicant is requesting the following variances:

1. *Setback for Garages and Carports – Variance to the 10 ft. setback to allow garages and carports to be constructed with a minimum of 4 ft. setback along internal and SH 161 property lines.*
2. *Fence along SH 161 – Variance to the requirement for a wrought iron fence with masonry columns along SH 161 to allow the applicant to construct a wood screening fence instead.*
3. *Fence along North Property Line – Variance to the requirement for a Type 3 fence on the northern property line to allow the development to utilize the existing fence along the proThe Development Review Committee (DRC) recommends approval with the condition that the applicant construct the wood fence with masonry columns.*

The Development Review Committee (DRC) recommends approval with the condition that the applicant construct the wood fence with masonry columns.

Bernie Hietbrink 8700 Freeport Pkwy Ste 210 Irving TX., stepped forward representing the case. He stated they are willing to comply with staff's recommendations for the fence along SH 161.

Motion made by Commissioner Madden, Seconded by Commissioner Coleman to close the public hearing and approve item STP-23-06-0012 per staff recommendations. The motion carried unanimously.

PUBLIC HEARING

4. SUP-23-06-0020 – Specific Use Permit/Site Plan - Bojangles at 3162 S Hwy 161 (City Council District 2). Specific Use Permit and Site Plan for a Restaurant with a Drive-Through on 0.955 acres. Lot 10, Block A, Epic East Towne Crossing Phase II, City of Grand Prairie, Dallas County, Texas, zoned PD-364, within the SH 161 and IH 20 Corridor Overlay Districts, and addressed as 3162 S Hwy 161

   Senior Planner June Sin presented the case report and gave a power point presentation. She stated the applicant intends to construct a 3,138-sq. ft. drive-through restaurant. Site Plan approval by City Council is required for any project within an overlay district or planned development district. Additionally, a drive-through restaurant requires a Specific Use Permit approved by City Council.

   The applicant is requesting the following variance:

1. *Overall Windows – Variance to the requirement that windows account for 50% of the length of all facades to allow the building to be constructed with windows that account for 18% of all facades.The Development Review Committee (DRC) recommends approval.*

The Development Review Committee (DRC) recommends approval.

Michael Clark 6750 Hillcrest Plaza Ste 215 Dallas TX., stepped forward representing the case.

Motion made by Commissioner Madden, Seconded by Commissioner Coleman to close the public hearing and approve item SUP-23-06-0020. The motion carried unanimously.

5. SUP-23-06-0021 - Specific Use Permit/Site Plan - The Learning Experience at 1802 S Forum Drive (City Council District 2). Specific Use Permit and Site Plan for a Child Day Care Facility on 1.14 acres. A portion of Lot 1, Block 1, Slink Addition, City of Grand Prairie, Dallas County, Texas, zoned PD-397, within the SH 161 and IH 20 Corridor Overlay Districts, and addressed as 1802 S Forum Drive

Senior Planner June Sin presented the case report and gave a power point presentation. She stated the applicant intends to construct a new Child Day Care Facility on a 1.14-acre lot. Specific Use Permit approval by City Council is required for a day care facility enrolling four or more children under age five and where tuition, fees, and other forms of compensation for the care of children is charged. The facility shall be licensed or approved to operate as a childcare center per Chapter 13, Article V of the City of Grand Prairie's Code of Ordinances. The purpose of the Specific Use Permit (SUP) process is to identify and evaluate those uses which might be appropriate within the zoning district and surrounding land uses. When assessing the SUP request, City Council can impose any necessary conditions and restrictions to mitigate impacts upon the surrounding area. The conditions imposed can range from hours of operations, limits on future expansions, and a maximum number of pupils during certain hours.

The applicant is requesting the following variances:

1. *Live Screening – Variance to the requirement for a Type 3 wood fence with mowing strip along the northern property line to allow live screening to the south of the trail instead. The trail connection will be more visible without the wood fence.*
2. *Overall Windows – Variance to the requirement that windows account for 50% of the area of all facades to allow the building to be constructed with windows that account for 44% of all facades. Daycares are subject to fire code requirements which limit the number of fenestrations.*
3. *Awnings & Canopies – Variance to the requirement for awnings along at least 25% of the length of all four facades to allow 11% of canopies.The Development Review Committee (DRC) recommends approval of the request.*

The Development Review Committee (DRC) recommends approval of the request.

Colleen Thelen 5117 Byers Avenue Fort Worth TX., stepped forward representing the case and gave a power point presentation.

Commissioner Perez asked how the playground will be secured. Ms. Thelen stated there will be a fence around the playground.

Motion made by Commissioner Coleman, Seconded by Commissioner Perez to close the public hearing and approve item SUP-23-06-0021as presented by staff. The motion carried unanimously.

6. SUP-23-06-0024 - Specific Use Permit - Outside Storage at 2615 Gifford (City Council District 5). Specific Use Permit for Outside Storage (Accessory) for an existing office/warehouse on 19.77 acres. Lot 2, Block 1, MacArthur Crossing Addition, City of Grand Prairie, Dallas County, Texas, zoned Planned Development-41 (PD-41), and addressed as 2615 Gifford Street

Senior Planner June Sin presented the case report and gave a power point presentation. She stated the purpose of the request is to obtain approval of a Specific Use Permit authorizing outside storage on the subject property. The Unified Development Code requires approval of a Specific Use Permit for outside storage as an accessory use when located within 300 feet of residential zoning or within a Corridor Overlay District. The proposal requires a Specific Use Permit because it is adjacent to properties zoned Single Family-Four Residential District and because it is within the IH 30 Corridor Overlay District. The purpose of the Specific Use Permit process is to identify those uses which might be appropriate within a zoning district, but due to either their location, functional or operational nature, could have a potentially negative impact upon surrounding properties; and provide for a procedure whereby such uses might be permitted by further restricting or conditioning them to eliminate such probable negative consequences.

The applicant is requesting the following variance:

1. *Fence Type – Variance to the requirement for a Type 3 fence to allow the applicant to construct a wood fence with rolling wood gates.*
2. *Maximum Area – Variance to the requirement for an accessory outside storage area to be limited to 15% of overall lot area (129,160 sq. ft.) to allow the outside storage area to be 26% (222,500 sq. ft.). Staff does not object to this request noting that the entire building will be occupied by a single tenant, and the area is located more than 300 feet from the public right of way.*

The Development Review Committee (DRC) recommends approval with the following condition:

1. *The outside storage of materials shall not exceed the height of the screening fences.*

Margot Murphy 3904 Elm Street Dallas TX., stepped forward representing the case.

Commissioner Coleman asked for their operational hours. Ms. Murphy stated their operational hours will be normal business hours Monday through Friday.

Motion made by Commissioner Ramirez, Seconded by Commissioner Coleman to close the public hearing and approve item SUP-23-06-0024 per staff recommendations. The motion carried unanimously.

7. SUP-23-05-0017 - Specific Use Permit - Special Event Center at 2985 S Hwy 360 (City Council District 2). Specific Use Permit request for a Special Event Center in an existing commercial lease space. Lot 1R, Emerald Square Addition, City of Grand Prairie, Tarrant County, Texas, addressed as 2985 S Hwy 360, Suite 120, zoned PD-137

Planner Brittany Musser presented the case report and gave a power point presentation. She stated the applicant intends to operate a special event center in an existing commercial lease space at 2985 S Hwy 360. Special Event Centers require a Specific Use Permit according to the Unified Development Code (UDC). The purpose of the Specific Use Permit process is to identify those uses which might be appropriate within a zoning district, but due to either their location, functional or operational nature, could have a potentially negative impact upon surrounding properties; and provide for a procedure whereby such uses might be permitted by further restricting or conditioning them so as to eliminate such probable negative consequences. The applicant is not requesting any variances.

The Development Review Committee (DRC) recommends approval with the following conditions:

1. *The applicant shall have the building sprinkled according to fire codes.*
2. *Operations shall comply with Section 4.14 of the Unified Development Code.*
3. *The applicant shall post signage that informs guests that by entering the facility they are agreeing to being audio and video recorded.*

Damilola Adesan 2668 Basswood Dr Grand Prairie TX., stepped forward representing the case.

Chairperson Smith asked if this is their first event center. Ms. Adesan stated yes, but she has been an event planner for 12 years. Commissioner Perez asked will she be the floor manager. Ms. Adesan stated no, she will be hiring a floor manager with experience.

Motion made by Commissioner Coleman, Seconded by Commissioner Perez to close the public hearing and approve item SUP-23-05-0017 per staff recommendations. The motion carried unanimously.

8. CPA-23-06-0010 – Master Transportation Plan Amendment – Southgate Boulevard. An Ordinance of the City of Grand Prairie, Texas, amending Article 23: "Master Transportation Plan" of the Unified Development Code established by Ordinance Number 4779 and passed on November 20, 1990; to modify the alignment of an existing principal arterial, 6-lane divided roadway which begins at the US Highway 287 and State Highway 360 Interchange and terminates at the intersection of US Highway 67 and V V Jones Road to reflect current design plans for future Southgate Boulevard

Transportation Planner Brett Huntsman presented the case report and gave a power point presentation. He stated as part of the Grand Prairie Southgate 360 Corridor Plan, the Master Thoroughfare Plan (MTP) was updated to show a principal arterial, 6-lane divided roadway from the intersection of SH 360 and US 287 extending south to US 67. This proposed MTP amendment alters the alignment of this roadway that reflects current design plans. The roadway is being designed and constructed by a private developer and will serve as a

secondary access connection for the new developments occurring west of US 287 and north of US 67 within the extraterritorial jurisdiction (ETJ) of Grand Prairie. The proposed name of the roadway is Southgate Boulevard. The Development Review Committee (DRC) recommends approval.

Gary Shotwell 2690 V.V. Jones Rd Venus TX., stepped forward in opposition of this request.

Motion made by Commissioner Coleman, Seconded by Commissioner Perez to close the public hearing and approve item CPA-23-06-0010. The motion carried unanimously.

9. CPA-23-06-0009 – Master Transportation Plan Amendment - SH 360. An Ordinance of the City of Grand Prairie, Texas, amending Article 23: "Master Transportation Plan" of the Unified Development Code established by Ordinance Number 4779 and passed on November 20, 1990; to add future State Highway 360 Extension from the US Highway 287 and State Highway 360 Interchange to US Highway 67 at a point approximately one-half mile west of Farm-to-Market 2738

Transportation Planner Brett Huntsman presented the case report and gave a power point presentation. He stated as development has substantially increased in the area, the need for regional throughfares has been reevaluated by city, county, and state agencies. As such, staff is working with regional partners including the Texas Department of Transportation (TxDOT), North Central Texas Council of Governments (NCTCOG), and private developers to identify needed transportation improvements in the area. The SH 360 extension has been identified as a needed improvement. As part of the Grand Prairie Southgate 360 Corridor Plan, the Master Thoroughfare Plan (MTP) was updated to remove the SH 360 extension and be replaced with a principal arterial, 6-lane divided roadway. This amendment adds the SH 360 extension back to the MTP with an updated alignment. The alignment being proposed is an approximate location and does not reflect any current designs. The Development Review Committee (DRC) recommends approval.

Cheri Sutherland 13601 CR 506 Venus TX., stepped forward in opposition to this request. She stated she is opposed to this request because the proposed highway would go through her property. She bought this property in 1978 and currently makes a living with the property by raising grass feed beef.

Transportation Planner Brett Huntsman stated this is all preliminary and a very long process but during this process TXDOT/NTTA usually will have private meetings with all who will be affected.

Joseph 13601 CR 506 Venus TX., stepped forward in opposition to this request. He stated he is not opposed to the development of SH 360 but is opposed to where it is running.

Motion made by Commissioner Coca, Seconded by Commissioner Perez to close the public hearing and approve item CPA-23-06-0009. The motion carried unanimously.

ADJOURNMENT

Chairperson Smith moved to adjourn the meeting. The meeting adjourned at 7:42 p.m.

Cheryl Smith, Chairperson

ATTEST:

Julia Perez, Secretary