



**CITY OF HUTCHINS
PLANNING & ZONING COMMISSION MEETING
AGENDA**

**Thursday, August 15, 2024 at 6:00 PM
City Hall, 321 N. Main Street**

Pursuant to Section 551 of the Texas Government Code, notice is hereby given of a Regular Meeting of the Planning & Zoning Commission Board to be held on Thursday, August 15, 2024 at 6:00 PM at the Hutchins City Hall - Council Chambers located at 321 N. Main St, Hutchins, Texas, at which time the following items will be discussed and considered.

Commission Members

Chair, Joseph Matthews

Vice Chair, Marie Harris

Commission Member, Tod Davis

Commission Member, Don Pressler

A. CALL TO ORDER

Roll Call

Invocation

Pledge of Allegiance

B. CITIZEN COMMENTS: *This agenda item provides an opportunity for citizens to address the Board on any matter that is not posted on the agenda. Anyone wishing to address the Board should complete a Citizen Comments Form and submit it to the recording secretary prior to the start of the Board meeting. There is a three (3) minute time limit for each citizen to speak. However, in accordance with the Texas Open Meetings Act, the Board cannot discuss issues raised or make any decision at this time.*

C. PRESENTATIONS

D. CONSENT AGENDA - *All items presented in the Consent Agenda require no deliberation by the Board. Each Board member has the opportunity of removing an item from this agenda so that it may be considered separately.*

E. PUBLIC HEARING

1. Conduct a public hearing, discuss and consider a request regarding an amended site plan to allow the construction of an awning in front of the existing building located at property described as, Being part of the THOMAS FREEMAN SURVEY, ABSTRACT NO. 453, and being a part of a 5.9 acre tract conveyed by C. W. Graupner to N. W. Harris and wife, Billie I. Harris, by Deed dated May 7, 1946, filed for record May 14, 1946, in the Deed Records of Dallas County, Texas, and being more particularly described as 210 S. I-45

2. Conduct a public hearing, discuss and consider a request regarding the requested SUP for the installation and operation of a commercial antenna facility in the (LI) Light Industrial District,

located on property described as 83.3691 Acres in the U Wurthrick Abst 1518 Page 030 TR 1.1 more particularly described as 1005 IH-20

F. REGULAR AGENDA - *As authorized by Section 551.071 of the Texas Government Code, the Commission reserves the right to convene in Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.*

3. Approval of the July 18, 2024 minutes

G. ITEMS OF COMMUNITY INTEREST

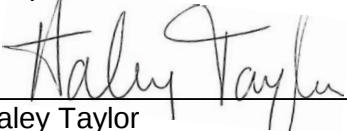
4. Planning & Zoning Meeting - September 19, 2024 at 6:00PM

5. City Council Meeting - August 19, 2024 at 6:30PM

H. ADJOURNMENT

CERTIFICATION

I certify that a copy of the August 15, 2024 agenda of items to be considered by the Planning & Zoning Commission Board was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website www.cityofhutchins.org, in accordance with Chapter 551 of the Texas Government Code. Posted on August 9, 2024 before 6:00 p.m.



Haley Taylor
Staff Liaison

ACCESSIBILITY STATEMENT

The meeting location is wheelchair accessible from the front door. Request for special services must be received at least 48 hours in advance of scheduled meeting. For assistance, please call the office of the City Secretary at 972-225-6121 or email the City Secretary at colquin@cityofhutchins.org



STAFF REPORT

MEETING DATE:	August 15, 2024
MEETING TYPE:	Planning and Zoning Commission
SUBMITTED BY:	Tim Rawlings
AGENDA CAPTION:	Conduct a public hearing regarding an amended site plan to allow the construction of an awning in front of the existing building located at property described as, Being part of the THOMAS FREEMAN SURVEY, ABSTRACT NO. 453, and being a part of a 5.9 acre tract conveyed by C. W. Graupner to N. W. Harris and wife, Billie I. Harris, by Deed dated May 7, 1946, filed for record May 14, 1946, in the Deed Records of Dallas County, Texas, and being more particularly described as 210 S. I-45: by: Tim Rawlings

Background Information

Antonio Vidal of A&H Collision Repair has requested to amend the Site Plan for his business located at 210 S. I-45 in Hutchins, Texas. This request comes from his desire and need to construct a 32 Ft. X 38 Ft. awning in front of the existing building in the required front yard. The current zoning does not permit structures in the required front yard however Commissioners and Council may grant exception's through the Site Plan process (granting exceptions through this process does run the risk of setting precedent and consideration would have to be given should there be other requests.)

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

Staff recommends Commissioners discuss and consider the request.

Supporting Documentation and Attachments

PAID

JUL 29 2024

CITY OF HUTCHINS
CASH CC

Zoning Application

- ☐ General Zoning Request
☐ Standard Zoning or Rezoning
☐ Planned Development
☒ Site Plan - New or Amended
☐ Planned Development Concept Plan - New or Amended
☐ SUP

CITY OF HUTCHINS

321 N. Main
Hutchins, Texas 75141
(972) 225-6121

PROPERTY INFORMATION

FILE NO: _____

Address/Location: <u>210 S. 1-45</u>		Existing Use:
Lot(s):	Block:	Current Zoning:
# of Acres:	# of Lots:	# of Units:

APPLICANT INFORMATION

Name: <u>ANTONIO VIDAL</u>		Company: <u>A & H COLLISION REPAIR</u>	
Mailing Address: <u>210 S 1-45</u>			
City: <u>HUTCHINS</u>	State: <u>TX</u>	Zip: <u>75141</u>	
Phone: <u>214 6227307</u>	Fax:	Email: <u>a.h.collisionrepair@gmail.com</u>	

OWNER INFORMATION

Name: <u>ANTONIO VIDAL</u>		Company:	
Mailing Address:			
City:	State:	Zip:	
Phone:	Fax:	Email:	

Applications must be complete and have all supporting documents turned in no later than 2:00 pm on submittal day.

ZONING APPLICATION SUBMITTAL REQUIREMENTS

(See Fee Schedule For All Amounts)

- ☐ Concept Plan 24"x36", 4 copies (folded)
☐ Site Plan / Concept Plan Checklist
☐ Legal Description
☐ Letter stating reason for request
- ☐ CD of electronic version (pdf) of proposed plans
- Fee: _____

APPLICANT AUTHORIZATION:

- ☒ I will represent the application myself; or
- ☐ I authorize _____ (name of applicant) to represent this application on my behalf. The named applicant shall be the principal person for responding to all requests and to attend all meetings.

Owner's Signature: Marco A Vidal Date: 7-25-24

STATE OF TEXAS

COUNTY OF: Dallas

BEFORE ME, a Notary Public, on this day personally appeared Marco A Vidal
the above signed, who, under oath, stated the following: "I hereby certify that I am the owner or authorized corporate representative for the purposes of this application; that all information submitted herein is true and accurate."

Subscribed and sworn to before me this 26 day of July, 20 24.



[Signature]
Notary Public in and for the State of Texas

This application is not considered accepted by the City until the Building Official or his designee has signed below.

CITY OF HUTCHINS:

Acknowledged By: [Signature] Date: 7/26/24

A&H COLLISION REPAIR
210 S I-45
HUTCHINS TX 75141
214 821 3636
A.H.COLLISIONREPAIR@GMAIL.COM

A&H COLLISION REPAIR is requesting a building permit to be able to build a 32Ft by 38Ft awning at the front of the existing building, this will serve as a covered parking (drive through) for customers trying to get an estimate for repairs on their vehicles. This will not only be a convenience to our clients but also a necessity on these hot summer days, it will also be able to provide shelter in rainy days.

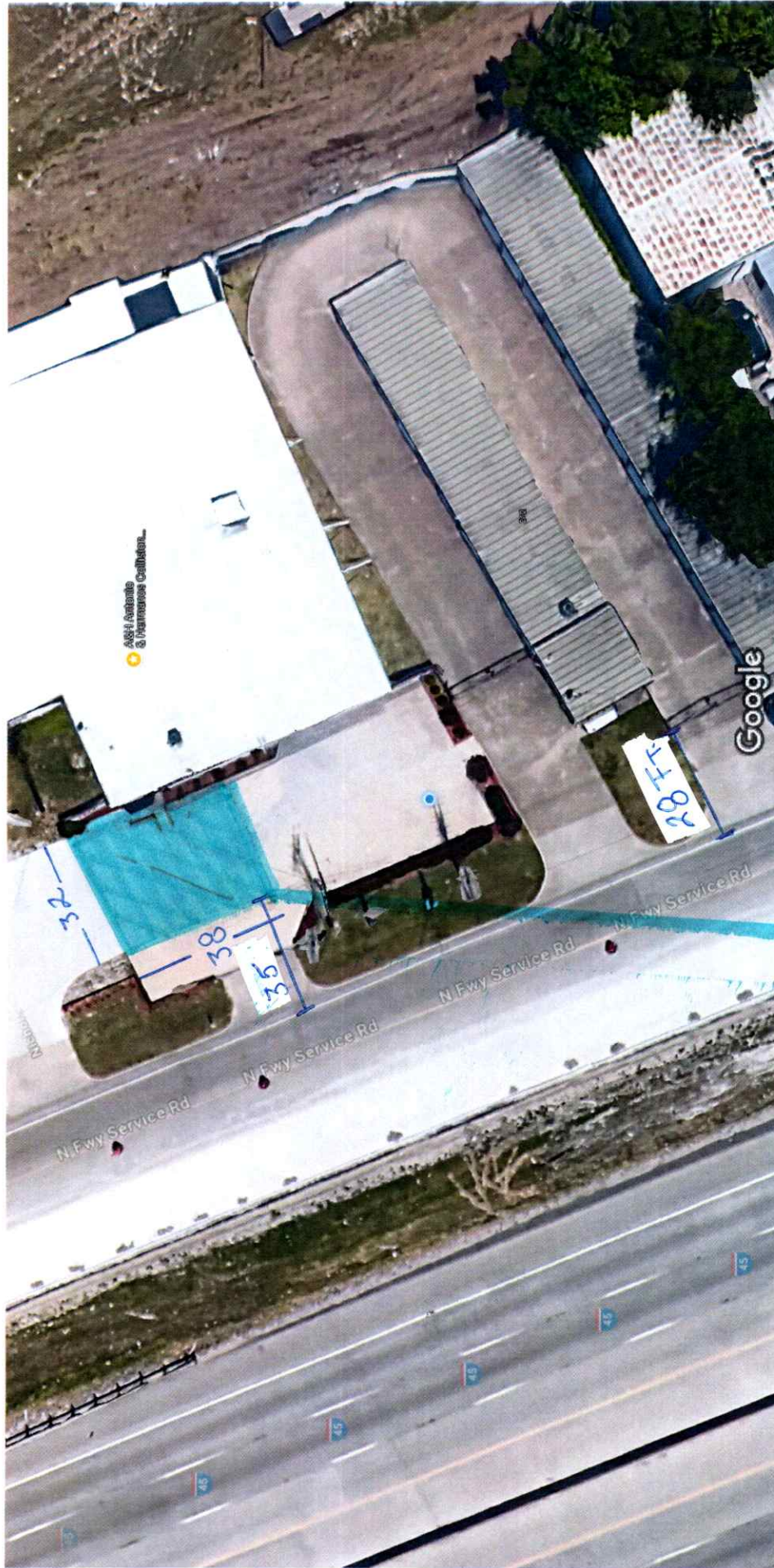
In this packet I've included pictures of what the structure will look like, location, dimensions and materials that will be used. I've also marked setbacks for the proposed project (35ft from the road)

If any additional information is needed, I can be reached at 214 622 7307

ANTONIO VIDAL / OWNER



A & H Collision Repair
210 S I-45 Hutchins Tx 75141
214 821 3636
a.h.collisionrepair@gmail.com



Imagery ©2024 Google, Map data ©2024, Map data ©2024 20 ft

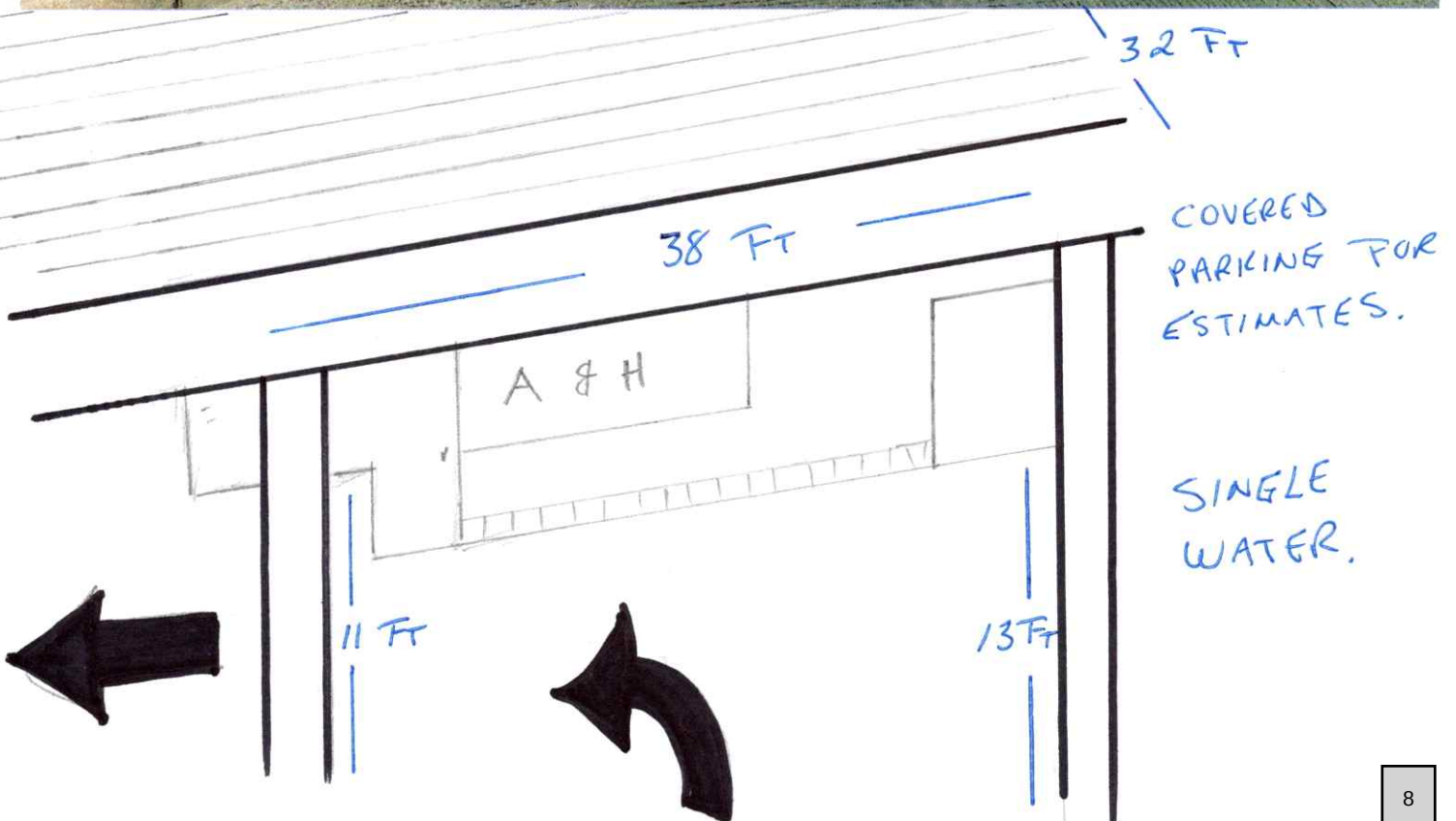
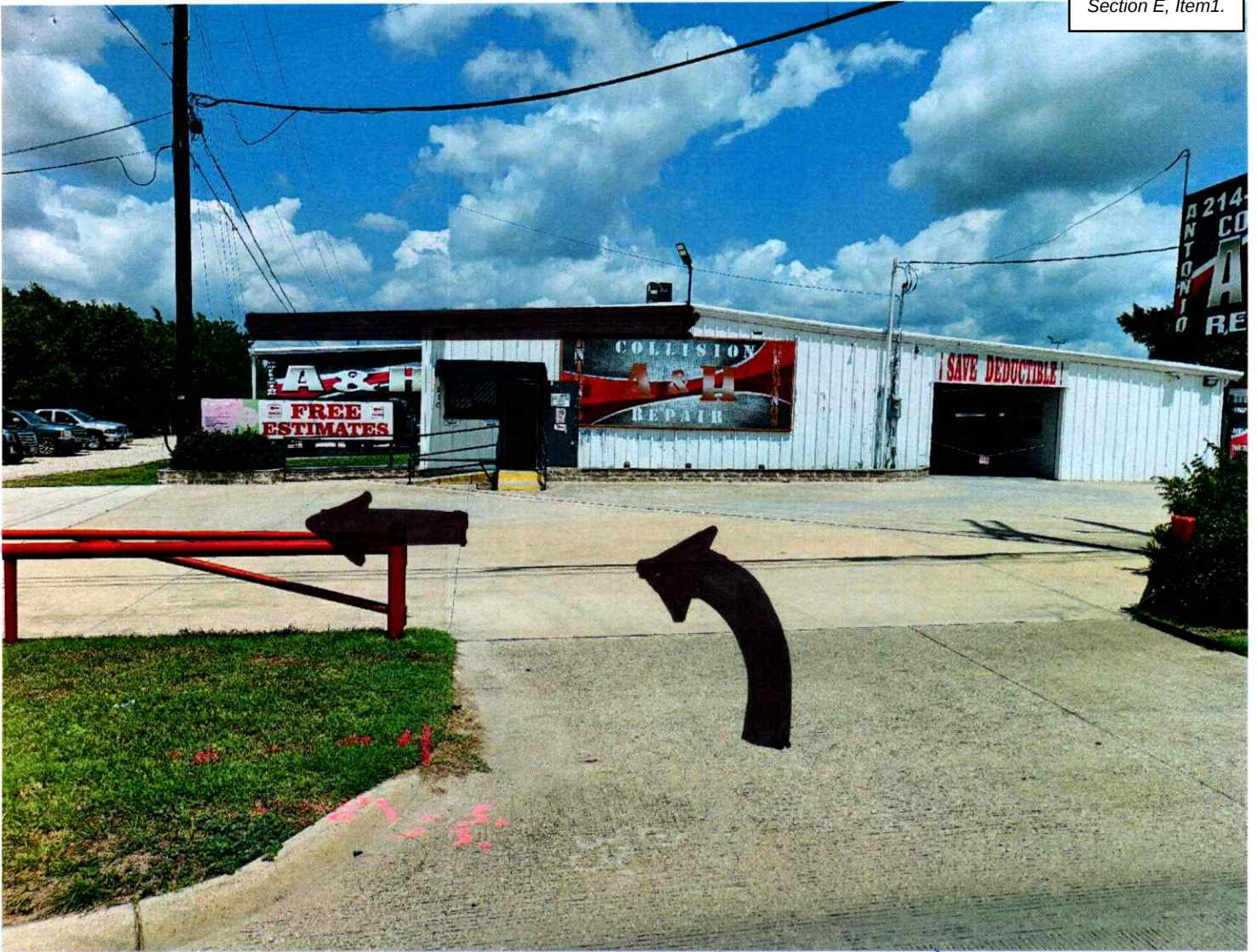
AWNING DIMENSIONS.
W. 32 FT. XL. 38 FT. HIGH POINT 13 FT. LOW POINT 11 FT.

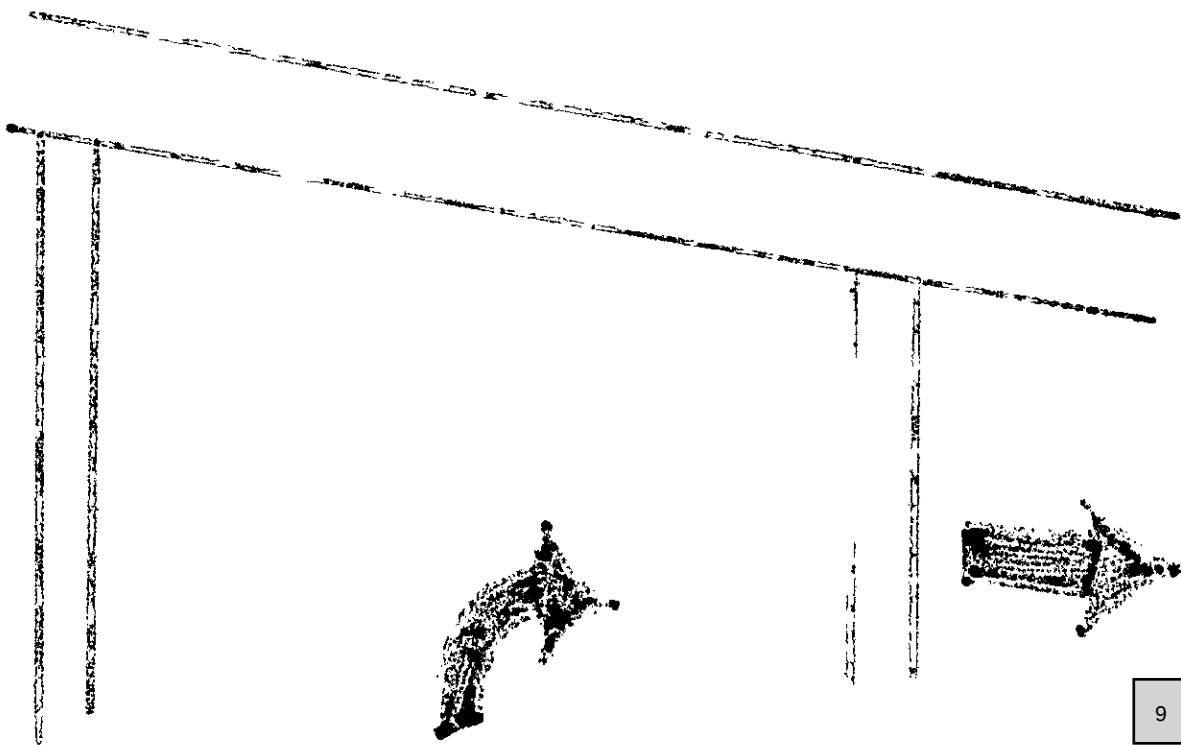
SET BACK

35 FT. FROM ROAD.

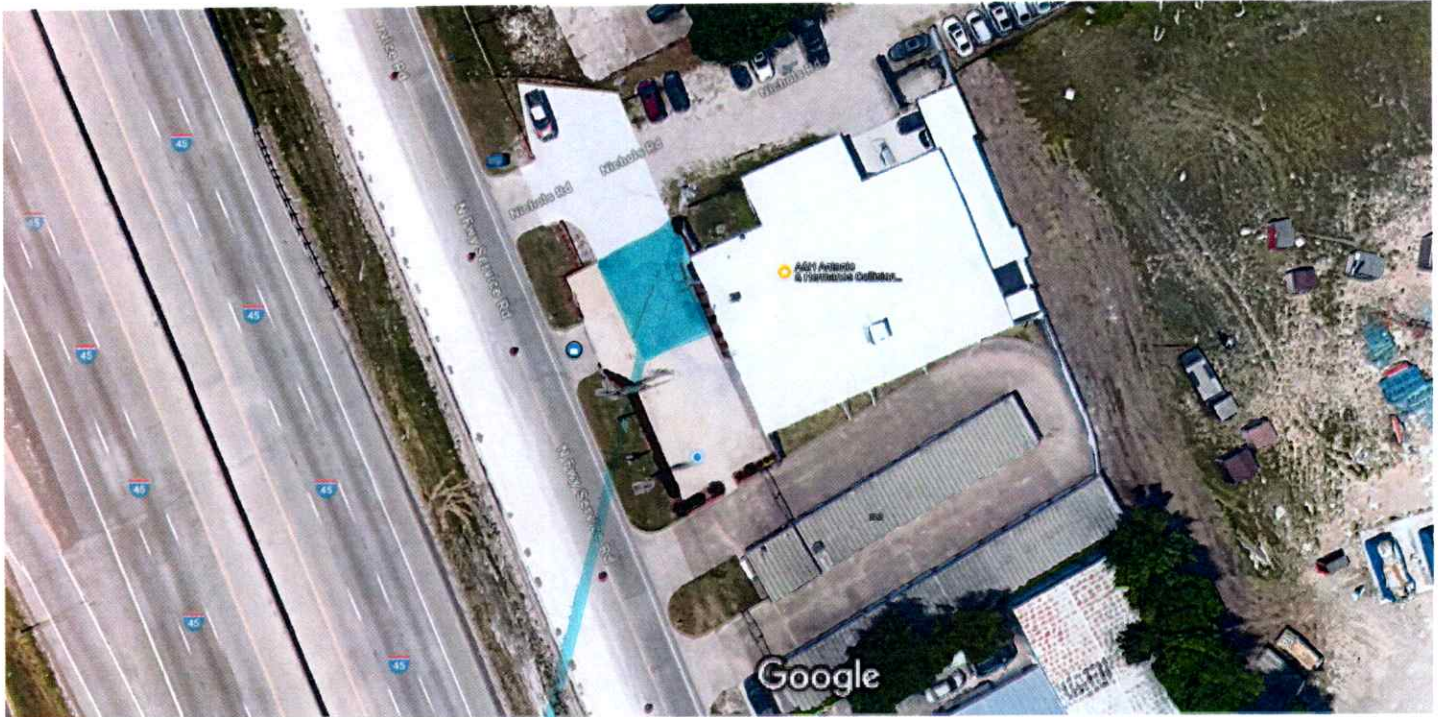
PROPERTY NEXT DOOR 28 FT FROM ROAD.

Section E, Item1.





Google Maps



Imagery ©2024 Google, Imagery ©2024 Airbus, Map data ©2024 20 ft

METAL AWNING MATERIALS.

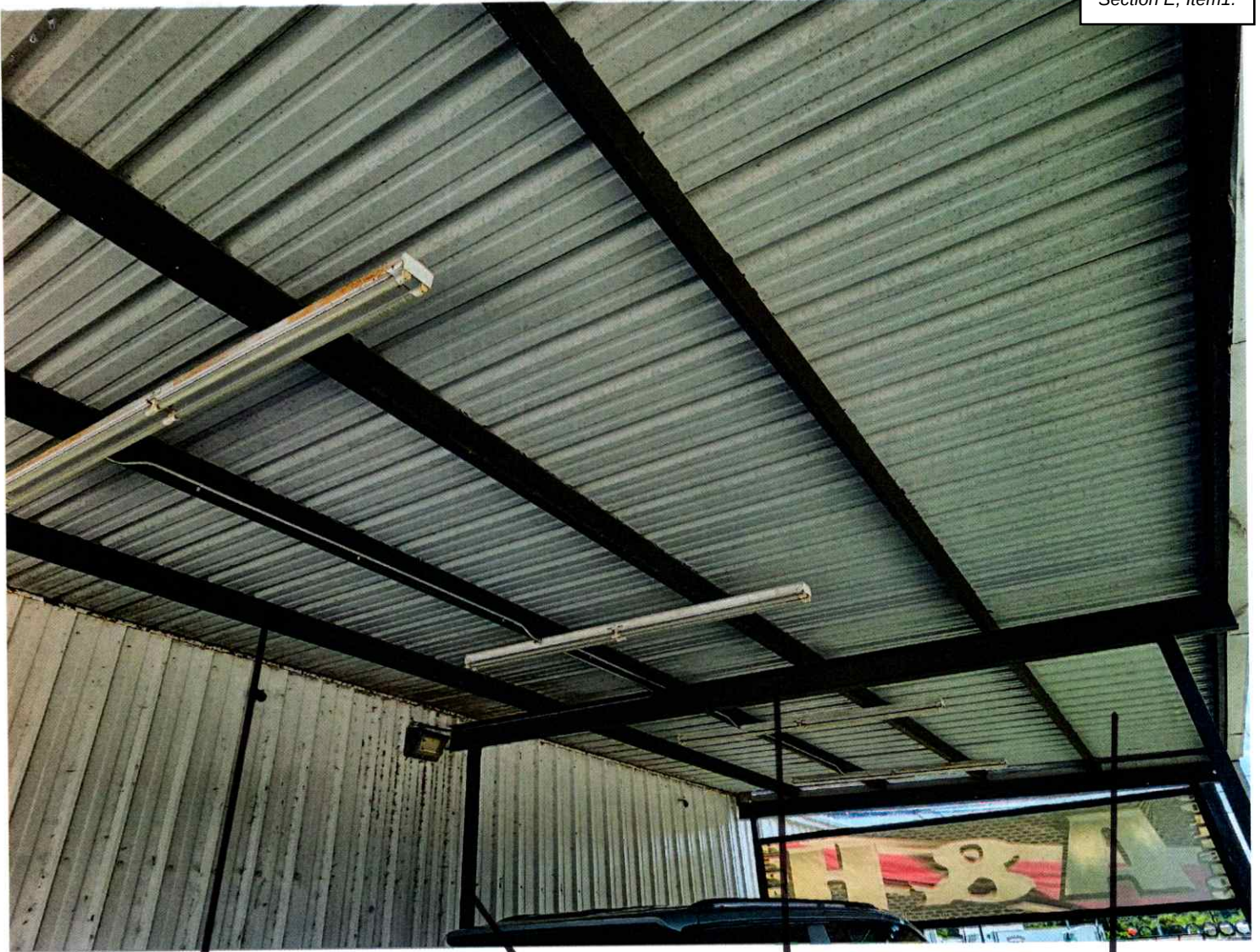
4X4 POSTS

2X6 PURLINS

4X8 BEAMS

PBR METAL PANELS.

4 LIGHTS.



2x6 PORLINS

4x4 POST

4x8 BEAMS

PBR PANELS.

EXHIBIT 11A11

Being part of the THOMAS FREEMAN SURVEY, ABSTRACT NO. 453, and being a part of a 5.9 acre tract conveyed by C. W. Graupner to N. W. Harris and wife, Billie I. Harris, by Deed dated May 7, 1946, filed for record May 14, 1946, in the Deed Records of Dallas County, Texas, and being described as follows:

BEGINNING at a point in the Southerly line of Dowdy Ferry Road, at Northeast corner of said N. W. Harris 5.9 acre tract;

THENCE South 22 degrees 20 minutes East, along Easterly line of said 5.9 acre tract, 190.0 feet to corner;

THENCE South 60 degrees West, parallel with said Dowdy Ferry Road, 162.0 feet to point for corner;

THENCE North 24 degrees 26 minutes West, 189.1' 9 feet to Southerly line of said Dowdy Ferry Road;

THENCE North 60 degrees East, 170.0 feet to the **PLACE OF BEGINNING**;

SAVE AND EXCEPT Right of Way Deed from Charlie Watson and wife , Alice L. Watson, to the State of Texas, dated July 30, 1953, filed August 25, 1953, in the Deed Records of Dallas County, Texas, said Deed conveys part of the above described land which portion begins at the Northwest corner of same;

THENCE Northeasterly along said North line of said tract, 62.0 feet, more or less, to a point for corner;

THENCE Southwesterly 75.4 feet, more or less, to a point 150.0 feet from and at right angles to centerline of U.S. Highway 75 at Station 624, plus 69.1;

THENCE South 22 degrees 04 minutes East, 138.6 feet, more or less, 150.0 feet from and parallel to the centerline of U.S. Highway 75 to a point in South line of Charlie Watson tract ;

THENCE Southwesterly along said South line, 4.0 feet to the Southwest corner of same;

THENCE North 24 degrees 26 minutes West, 189.2 feet along West line of said Watson tract to the **POINT OF BEGINNING**.



STAFF REPORT

MEETING DATE:	August 15, 2024
MEETING TYPE:	Planning and Zoning Commission
SUBMITTED BY:	Tim Rawlings
AGENDA CAPTION:	Conduct a Public Hearing regarding the requested SUP for the installation and operation of a commercial antenna facility in the (LI) Light Industrial District, located on property described as 83.3691 Acres in the U Wurthrick Abst 1518 Page 030 TR 1.1 more particularly described as 1005 IH-20 by: Tim Rawlings

Background Information

Hope Carrico (representing Crafton Communications) has requested a Specific Use Permit (SUP) to allow the installation and operation of a Commercial Antenna on a portion of the property located at 1005 IH-20. The tower site will cover an area approx. 2,500 sq. ft. (50'x50'), the pole itself will be a monolithic pole designed to collapse upon itself should there be a catastrophic failure. Regulations for these antennas are located in Section 37.6, B, 1 of the Zoning Ordinance.

37.6

COMMUNICATIONS ANTENNAS AND SUPPORT STRUCTURES/TOWERS:

B.

In nonresidential zoning districts (O, R, C, HC, LI and HI), commercial antennas and antenna support structures are allowed as follows:

1. Commercial antenna support structures are allowed by right if they do not exceed the maximum building height allowed for the zoning district in which they are located. Structures in excess of the height allowed in the zoning district may be allowed by Specific Use Permit (SUP). In all nonresidential zoning districts, antenna support structures must meet the setback requirements from residential districts.

Budget Implications

N/A

Operational Impact

N/A

Legal Review

N/A

Staff Recommendation

Staff recommends approval

Supporting Documentation and Attachments

PA

Section E, Item2.

JUL 29 2024

CITY OF HUTCHINS
CASH CC

Zoning Application

- ☐ General Zoning Request
☐ Standard Zoning or Rezoning
☐ Planned Development
☐ Site Plan - New or Amended
☐ Planned Development Concept Plan -
New or Amended
☒ SUP
PROPERTY INFORMATION

CITY OF HUTCHINS
321 N. Main
Hutchins, Texas 75141
(972) 225-6121



FILE NO: 24-07

Address/Location: 1005 IH 20		Existing Use: Commercial
Lot(s): U WUTHRICK ABST 1518 PG 030 TR 1.1	Block: 1518 PG 030 TR 1.1	Current Zoning: LI
# of Acres: 83.3691	# of Lots:	# of Units:

APPLICANT INFORMATION

Name: American Tower Corporation		Company:	
Mailing Address: 10 Presidential Way			
City: Woburn	State: MA	Zip: 01801	
Phone: 205-443-3429	Fax:	Email: hcarrico@craftongroup.com	

OWNER INFORMATION

Name: Diann Slaton & Patti Luttrell		Company:	
Mailing Address: 9727 Stone River Cir			
City: Dallas	State: TX	Zip: 75231	
Phone:	Fax:	Email:	

Applications must be complete and have all supporting documents turned in no later than 2:00 pm on submittal day.

ZONING APPLICATION SUBMITTAL REQUIREMENTS

(See Fee Schedule For All Amounts)

Fee: _____

☒ Concept Plan 24"x36", 4 copies (folded)☒ Site Plan / Concept Plan Checklist☒ Legal Description☒ Letter stating reason for request☒ CD of electronic version (pdf) of proposed plans

APPLICANT AUTHORIZATION:

- ☐ I will represent the application myself; or
- ☒ I authorize Hope Carrico - Crafton Communications (name of applicant) to represent this application on my behalf. The named applicant shall be the principal person for responding to all requests and to attend all meetings.

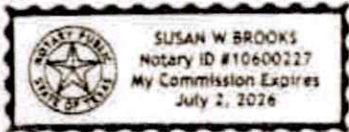
Owner's Signature: Diann T Slaton Date: 7-10-24

STATE OF TEXAS

COUNTY OF: DALLAS

BEFORE ME, a Notary Public, on this day personally appeared Diann T Slaton the above signed, who, under oath, stated the following: "I hereby certify that I am the owner or authorized corporate representative for the purposes of this application; that all information submitted herein is true and accurate."

Subscribed and sworn to before me this 10th day of July, 2024



Susan W Brooks
Notary Public in and for the State of Texas

This application is not considered accepted by the City until the Building Official or his designee has signed below.

CITY OF HUTCHINS:

Acknowledged By:

[Signature]

Date:

7/29/24

APPLICANT AUTHORIZATION:

- ☐ I will represent the application myself; or
- ☒ I authorize Hope Carrico - Crafton Communications (name of applicant) to represent this application on my behalf. The named applicant shall be the principal person for responding to all requests and to attend all meetings.

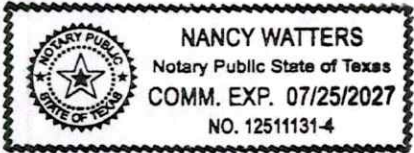
Owner's Signature: Patti Luttrell Date: 7/10/24

STATE OF TEXAS

COUNTY OF: Gregg

BEFORE ME, a Notary Public, on this day personally appeared Patti Luttrell the above signed, who, under oath, stated the following: "I hereby certify that I am the owner or authorized corporate representative for the purposes of this application; that all information submitted herein is true and accurate."

Subscribed and sworn to before me this 10th day of July, 20 24.



Nancy Watters
Notary Public in and for the State of Texas

This application is not considered accepted by the City until the Building Official or his designee has signed below.

CITY OF HUTCHINS:

Acknowledged By: [Signature] Date: 7/29/24



City of Hutchins TX
321 N Main
Hutchins, TX 75141

July 26, 2024

Re: Site Number: 211934 CTDR-C0186

To whom it may concern,

American Tower Corporation is making application for a Special Use Permit for the construction of a wireless telecommunications facility in the City of Hutchins TX.

Narrative:

American Tower Corporation (ATC) currently operates a 126' tall tower and wireless telecommunications facility located at 1220 Langdon Road where the lease for the facility has expired. Therefore, in order to provide its tenants a platform to operate their wireless telecommunications networks and provide communications service and essential life safety network capacity, ATC must install a new tower near the tower to be dismantled. In this effort, ATC has secured an interest in a property located at 1005 IH 20 for a long term lease and construction of a 126' tall tower and wireless telecommunications facility. The new tower facility will be substantially similar to the existing facility and will be built to accommodate all the major wireless communications carriers. The tower will be a galvanized steel monopole designed to code and placed within a fenced and secured compound. Construction of the facility will begin within the next six to twelve months.

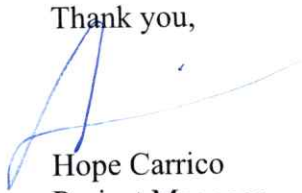
The proposed tower will be installed in the LI zoning district. As this district stipulates a maximum height of 60', we are submitting for the SUP to allow for the 126' cell tower. The additional height is required to maintain the level service the carriers are able to provide on the existing tower.

American Tower Corporation will utilize the existing gravel driveway on the north side of Langdon Road across from Buena Vida Wy, and will be requesting relief from the concrete driveway requirement.

The landowner has requested the tower be situated at the back of the property. We are requesting relief from the rear set back requirement as the property backs up to City of Dallas water and the interstate.

If you have any questions, please do not hesitate to call and / or email me. I can be reached at 205-443-3429 or via email to hcarrico@craftongroup.com.

Thank you,



Hope Carrico
Project Manager



AMERICAN TOWER®
ATC TOWER SERVICES, LLC
1 FENTON MAIN STREET
SUITE 300
CARY, NC 27511
PHONE: (919) 468-0112
COA: F-6274

THESE DRAWINGS AND/OR THE ACCOMPANYING SPECIFICATION AS INSTRUMENTS OF SERVICE ARE THE EXCLUSIVE PROPERTY OF AMERICAN TOWER. THEIR USE AND PUBLICATION SHALL BE RESTRICTED TO THE ORIGINAL SITE FOR WHICH THEY ARE PREPARED. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATES TO AMERICAN TOWER OR THE SPECIFIED CARRIER IS STRICTLY PROHIBITED. TITLE TO THESE DOCUMENTS SHALL REMAIN THE PROPERTY OF AMERICAN TOWER WHETHER OR NOT THE PROJECT IS EXECUTED. NEITHER THE ARCHITECT NOR THE ENGINEER WILL BE PROVIDING ON-SITE CONSTRUCTION REVIEW OF THIS PROJECT. CONTRACTOR(S) MUST VERIFY ALL DIMENSIONS AND ADVISE AMERICAN TOWER OF ANY DISCREPANCIES. ANY PRIOR ISSUANCE OF THIS DRAWING IS SUPERSEDED BY THE LATEST VERSION ON FILE WITH AMERICAN TOWER.

REV.	DESCRIPTION	BY	DATE
A	PRELIM	PN	06/13/24
B	ADD TURNAROUND	ML	07/17/24

ATC SITE NUMBER:
211934

ATC SITE NAME:
STRELO CTDR-C0186C-TX

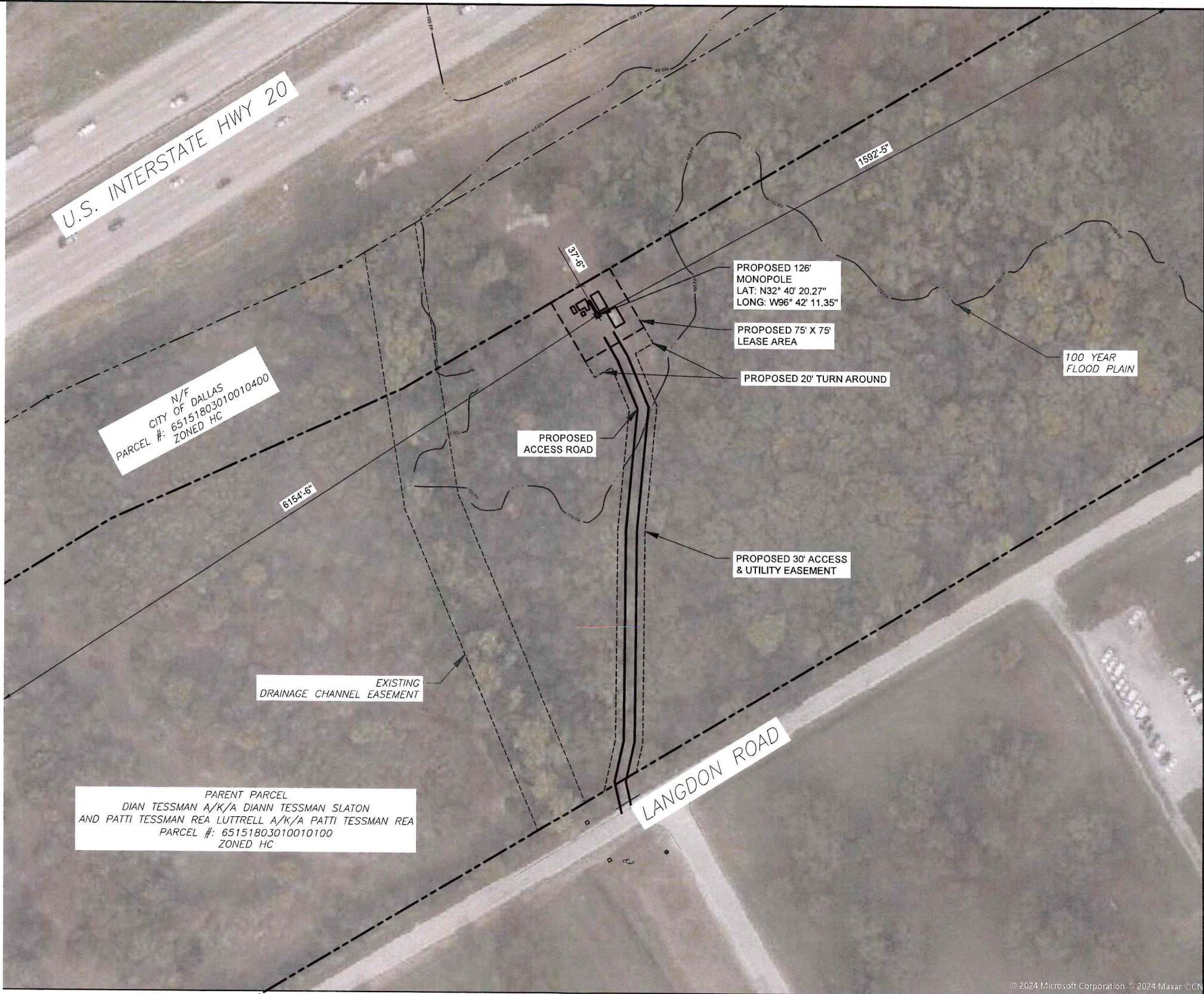
SITE ADDRESS:
TBD
HUTCHINS, TX 75141-0001

SEAL:

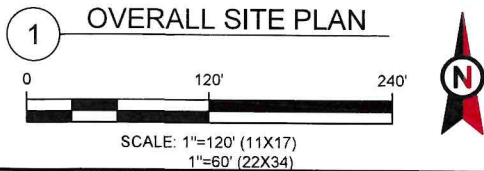
**PRELIMINARY:
NOT FOR
CONSTRUCTION**

DATE DRAWN:	06/13/24
ATC JOB NO:	14869435_D6
OPS JOB NO:	14183588
ATC LEGACY #:	410245

OVERALL SITE PLAN	
SHEET NUMBER: C-101	REVISION: B



- LEGEND
- EXISTING PROPERTY
 - EXISTING ADJ. PROPERTY
 - EXISTING EASEMENT
 - EXISTING CONTOUR (MAJOR)
 - EXISTING CONTOUR (MINOR)
 - EXISTING TREELINE
 - EXISTING CHAINLINK FENCE
 - EXISTING BUILDING
 - EXISTING STORM DRAIN
 - EXISTING ROAD (DIRT)
 - EXISTING ROAD (STONE)
 - EXISTING ROAD (PAVED)
 - EXISTING CONCRETE
 - EXISTING LEASE AREA
 - EXISTING OVERHEAD WIRE
 - EXISTING UTILITY POLE





Chairman Joseph Matthews
Vice Chairwoman Marie Harris
Commissioner Tod Davis
Commissioner Harry Gross
Commissioner Don Pressler

Hutchins City Hall
321 N. Main Street
Hutchins, TX 75141
www.cityofhutchins.org

MINUTES
HUTCHINS PLANNING AND ZONING COMMISSION
July 18, 2024
REGULAR MEETING – 6:00 P.M.

A meeting of the Planning and Zoning Commission of the City of Hutchins was conducted on December 21, 2023, at 6:00 p.m. at the Hutchins City Hall Hutchins, Texas 75141.

A. CALL TO ORDER.

Chairman Matthews called the meeting to order at 6:00 p.m.
Commissioner Davis gave the invocation.
The pledge of allegiance was performed.

Members Present:

Chairman Joseph Matthews
Commissioner Marie Harris
Commissioner Tod Davis
Commissioner Don Pressler

Members Absent:

Commissioner Harry Gross

B. CITIZEN COMMENTS

No citizens' comments were made.

C. PRESENTATIONS

No presentations were given.

D. CONSENT AGENDA

No items on the consent agenda.

E. PUBLIC HEARINGS

F. **REGULAR AGENDA**

1. **Discuss and consider a request by Erik Bjornstrom with Pape-Dawson Consulting Engineers (representing the property owner Elaine Torres with LGI Homes – Texas LLC) for a final plat of Southaven Phase B, LOTS 6-19, BLOCK D; LOTS 11-29 BLOCK E; LOTS 40-23 BLOCK M; AND HOA MAINTAINED OPEN SPACE LOT 45X, BLOCK M; LOTS 15-27, BLOCK N; LOTS 1-26, BLOCK P; LOTS 1-41, BLOCK Q; LOTS 1-20, BLOCK R; LOTS 1-28, BLOCK S; LOTS 2-46, BLOCK T; LOTS 1-5, BLOCK U AND HOA MAINTAINED OPEN SPACE LOT 6X, BLOCK U, being a 43.702 tract of land located West of JJ Lemmon Rd. and South of Langdon Rd., addressed as 1600 Lancaster Hutchins Rd.**

 This item was pulled from the agenda, the developer submitted this in error.

2. **Approval of the June 20, 2024, minutes**

 Commissioner Davis made a motion to approve the item. Commissioner Harris seconded the motion to approve. Motion carried 4-0.

G. **ITEMS OF COMMUNITY INTEREST**

1. The items of community interest were read into the record.

H. **ADJOURN**

 Commissioner Pressler made a motion to adjourn. Commissioner Davis seconded the motion Approved by a 4-0 roll call vote. The meeting was adjourned at 6:05 PM.

APPROVED:

Joseph Matthews
Chairman

Harry Gross
Secretary

Recording Secretary

