

# Wylie Planning and Zoning Commission Regular Meeting

May 21, 2024 – 6:00 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098



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## CALL TO ORDER

## INVOCATION & PLEDGE OF ALLEGIANCE

## COMMENTS ON NON-AGENDA ITEMS

*Any member of the public may address Commission regarding an item that is not listed on the Agenda. Members of the public must fill out a form prior to the meeting in order to speak. Commission requests that comments be limited to three minutes for an individual, six minutes for a group. In addition, Commission is not allowed to converse, deliberate or take action on any matter presented during citizen participation.*

## CONSENT AGENDA

*All matters listed under the Consent Agenda are considered to be routine by the Commission and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A. Consider and act upon, approval of the meeting minutes from the May 7, 2024 Planning and Zoning Commission meeting.
- B. Consider, and act upon a recommendation to City Council regarding a Final Plat of Lot 1, Block A, of Texas Collision Addition, establishing one commercial lot on 1.985 acres, located at 401 S Westgate Way.

## REGULAR AGENDA

## WORK SESSION

## RECONVENE INTO REGULAR SESSION

## EXECUTIVE SESSION

## RECONVENE INTO OPEN SESSION

*Take any action as a result from Executive Session.*

## ADJOURNMENT

## CERTIFICATION

I certify that this Notice of Meeting was posted on May 17, 2024 at 5:00 p.m. on the outside bulletin board at Wylie City Hall, 300 Country Club Road, Building 100, Wylie, Texas, a place convenient and readily accessible to the public at all times.

The Wylie Municipal Complex is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Secretary's Office at 972.516.6020. Hearing impaired devices are available from the City Secretary prior to each meeting.

If during the course of the meeting covered by this notice, the Commission should determine that a closed or executive meeting or session of the Commission or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meetings Act, Texas Government Code § 551.001 et. seq., will be held by the Commission at the date, hour and place given in this notice as the Commission may conveniently meet in such closed or executive meeting or session or consult with the attorney for the City concerning any and all subjects and for any and all purposes permitted by the Act, including, but not limited to, the following sanctions and purposes:

Texas Government Code Section:  
§ 551.071 – Private consultation with an attorney for the City.



# Planning & Zoning Commission

## **AGENDA REPORT**

**Department:** Planning      **Item:** A  
**Prepared By:** Gabby Fernandez

### **Subject**

Consider, and act upon, approval of the meeting minutes from the May 7, 2024 Planning and Zoning Commission meeting.

### **Recommendation**

Motion to approve Item as presented.

### **Discussion**

The minutes from the May 7, 2024 Planning and Zoning Commission meeting are attached for your consideration.

# Wylie Planning and Zoning Commission Regular Meeting

May 07, 2024 – 6:00 PM

Council Chambers - 300 Country Club Road, Building #100, Wylie, Texas 75098



## CALL TO ORDER

Chair Joshua Butler called the meeting to order at 6:00 pm. In attendance were Chair Joshua Butler, Vice-Chair James Byrne, Commissioner Joe Chandler, Commissioner Harold Gouge, Commissioner Zeb Black and Commissioner Keith Scruggs. Staff present were: Community Services Director Jasen Haskins, Senior Planner Kevin Molina, Project Engineer Manager Than Nguyen and Administrative Assistant Gabby Fernandez. Absent was Commissioner Jennifer Grieser.

## INVOCATION & PLEDGE OF ALLEGIANCE

Chair Butler gave the Invocation and Commissioner Black led the Pledge of Allegiance.

## COMMENTS ON NON-AGENDA ITEMS

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## CONSENT AGENDA

*All matters listed under the Consent Agenda are considered to be routine by the Commission and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A. Consider, and act upon, approval of the meeting minutes from the April 16, 2024 Planning and Zoning Commission meeting.
- B. Consider, and act upon a recommendation to City Council regarding a Preliminary Plat of Lot 1, Block A of Kreymer Elementary School, establishing one lot on 10.120 acres. Property located at 1200 East Brown.
- C. Consider, and act upon a recommendation to City Council regarding a Final Plat being a Replat of Lot 25 & 26R, Block A of Wyndham Estates Phase 3, creating Lot 26R-1, Block A of Wyndham Estates on 0.706 acres, located at 1014 Squire Drive.

## Board Action

After, Commissioner Gouge stated that he did not think the meeting minutes for Item 4 from the previous meeting contained sufficient information for the full understanding of what happened during the meeting, a motion was made by Commissioner Gouge, seconded by Commissioner Chandler, to approve the Consent Agenda as presented. A vote was taken and the motion passed 6 – 0.

## **REGULAR AGENDA**

1. Consider, and act upon, a Site Plan for Lot 1, Block A of Kreymer Elementary School for the development of an elementary school on 10.120 acres. Property located at 1200 East Brown.
2. Consider, and act upon, a Site Plan for Lot 26R-1, Block A of Wyndham Estates Phase 3 for the development of an office/warehouse use on 0.706 acres. Property located at 1014 Squire Drive.

### **Commission Discussion on Regular Agenda Item 1**

Senior Planner Molina presented to the Commission stating that Wylie ISD was applying for a site plan for Kreymer Elementary School. He stated that the site measures around 10 acres and with the development, two deceleration lanes and parking lanes will be provided. Fire has reviewed and agreed it is in compliance with code. Landscaping will also be provided. He explained that the development will be required to be sprinkled.

Commissioner Gouge questioned the high-tension power lines. Director Haskins answered the building is not in the easement.

Commissioner Byrne asked if the Elementary school matched other schools in the area to which Planner Molina stated that it was their goal to match the same kind of architecture. The Commission discussed other school developments coming.

### **Board Action on Item 1**

A motion was made by Commissioner Gouge, seconded by Commissioner Scruggs, to approve Item 1 as presented. A vote was taken and carried 6 – 0.

### **Commission Discussion on Regular Agenda Item 2**

Senior Planner Molina presented to the Commission a Site Plan for DFW Electric. He stated that they are located to the West of the site and are adding this building as an expansion. There will be 19 parking spaces provided, 1 being ADA accessible. He explained that there is a drive that matches and existing drive they have on the existing property that is substandard to what the city requires. Engineering has mentioned that because it is a private drive, as long as the Commission approves, it will be fine as it will not be accessed by the public. Landscape will be provided as well as a fire lane.

Commissioner Byrne asked about the metal building. Planner Molina stated that it was premanufactured and it was mentioned to the applicant they would still have to comply with architectural standards.

**Board Action on Item 2**

A motion was made by Vice-Chair Byrne, seconded by Commissioner Black, to approve Item 2 as presented. A vote was taken and carried 6 – 0.

**ADJOURNMENT**

A motion was made by Commissioner Gouge, and seconded by Commissioner Black to adjourn the meeting at 6:12 PM. A vote was taken and carried 6 – 0.

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*Joshua Butler, Chair*

**ATTEST**

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*Gabby Fernandez, Secretary*



# Wylie Planning & Zoning Commission

## AGENDA REPORT

Department: Planning

Item Number: B

Prepared By: Kevin Molina

### Subject

Consider, and act upon a recommendation to City Council regarding a Final Plat of Lot 1, Block A, of Texas Collision Addition establishing one commercial lot on 1.985 acres, located at 401 S Westgate Way.

### Recommendation

Motion to recommend **approval** as presented.

### Discussion

**OWNER: Lmb Realty LLC**

**APPLICANT: Odyssey Services Group**

The applicant has submitted a Final Plat to create Lot 1, Block A of Texas Collision Addition on 1.985 acres, located at 401 S Westgate Way. The property is zoned Commercial Corridor with a Special Use Permit for an Automotive Repair, Major Use (Ordinance 2023-46). The preliminary plat and site plan for the development were approved in November of 2023.

The purpose of the final plat is to finalize the creation of one commercial lot and dedicate fire lane and utility easements for the development.

The plat provides access to Westgate Way via a 26' wide fire lane.

The plat is technically correct and abides by all aspects of the City of Wylie Subdivision Regulations. Approval is subject to additions and alterations as required by the City Engineering Department.

The Planning and Zoning Commission must provide a written statement of the reasons for conditional approval or disapproval to the applicant in accordance with Article 212, Section 212.0091 of the Texas Local Government Code.

