



**REGULAR PLANNING AND ZONING COMMISSION
MEETING MINUTES
OCTOBER 2, 2017**

COMMISSIONERS PRESENT: Chairperson Lynn Motley, Vice-Chairperson Joshua Spare, Commissioners, Cheryl Smith, John Lopez, Janie Adhikari, Clayton Fisher, Eduardo Carranza, and Max Coleman.

COMMISSIONERS ABSENT: Shawn Connor

CITY STAFF PRESENT: Steve Norwood, Director of Development Services, David Jones, Chief City Planner, Charles Lee, Senior Planner, Savannah Ware, Senior Planner, Colby Collins, Planner, Ted Helm, Planner, Megan Mahan, Assistant City Attorney, and Chris Hartmann, Executive Assistant

Chairperson Motley called the meeting to order in the Council Chambers in the City Hall Building at 6:35 p.m.

Commissioner Smith gave the invocation, Commissioner Coleman led the pledge of allegiance to the US Flag, and Commissioner Spare led the pledge of allegiance to the Texas Flag.

CONSENT AGENDA ITEMS #1: disapproval of plats without prejudice for the following Consent agenda Items – P171101 – Preliminary Plat – Davis Green Addition, P171102 – Preliminary Plat – Scanio Falls Addition, P171103 – Preliminary Plat – Day Miar Broad Addition, RP171101 – Replat- Lots 110-A & 110-B, Florence Hill Addition No. 2, and RP171102 – Replat – Zaza Auto Addition.

AGENDA ITEM: #2-APPROVAL OF MINUTES: To approve the minutes of the Planning and Zoning Commission meeting of September 11, 2017.

PUBLIC HEARING CONSENT AGENDA: Item #3- P170801 - Final Plat - Prairie Ridge Phase 1 (City Council District 6). Consider a request to approve a preliminary plat to create a 187-lot residential subdivision and five open space lots. The 53.81-acre property located in the City of Grand Prairie's Extra-Territorial Jurisdiction; specifically, north of W. Prairie Ridge Boulevard and south of Lakeview Drive. The agenda/applicant is Kirby Jones, Petitt Barraza, LLC and the owner is Richard Byrd, Provident Realty Advisors.

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Item #4 - MTP171001 - Master Transportation Plan Amendment. Amendment to the Master Transportation Plan to remove from the plan a collector road (C2U) not currently built but shown running west to east between S Great Southwest Parkway and Fall Drive, north of Warrior Trail and south of Arkansas Lane. The applicant is the City of Grand Prairie.

AGENDA PUBLIC HEARING ITEMS TO BE POSTPONED: Item #5– SU171002/S171002 - Specific Use Permit/Site Plan - QuikTrip, QT 953 Addition Revised, Block A, Lot.

Motion was made to approve the consent agenda items regarding the Disapproval of Plats without Prejudice pending completion of the City's review process and submittal of corrections by the applicants for cases P171101, P171102, P171103, RP171101, and RP171102 and approve the minutes of September 11, 2017, approve public hearing consent agenda items P170801, and MTP171001, and postpone case SU171002/S171002.

Motion: Spare

Second: Lopez

Ayes: Adhikari, Carranza, Coleman, Fisher, Lopez, Motley, Smith, and Spare

Nays: None

Approved: **8-0**

Motion: **carried.**

PUBLIC HEARING AGENDA Item #6– S170903 - Site Plan - Grand Estates of Grand Prairie (City Council District 6). Senior Planner Savannah Ware presented the case report and gave a Power Point presentation request to approve a Site Plan for a 406-unit multi-family development that includes 11 multi-family residential buildings and one mixed use building with leasing, retail, and restaurant uses on the ground floor and residential units above. The subject property is addressed as 7500 Lake Ridge Parkway, zoned Planned Development-297A (PD-297A) District and Planned Development-297B (PD-297B) District, and within the Lakeridge Overlay District. The agent is Robert K. Manaois, RKM & Associates, Inc. and the owner is Matthew Hiles, WRIA.

Ms. Ware stated the applicant intends to construct a 406-unit multi-family development on 15.54 acres. The proposal includes 11 multi-family residential buildings and one mixed use building. The residential buildings range from two stories to four stories. The mixed use building is two stories with leasing, restaurant, and retail uses on the first floor and residential on the second floor. Development amenities include a fitness center, pool with lounge area, and walking trails. The site is accessible from Lake Ridge Parkway. The multi-family and mixed use development will share the main entrance with the adjacent commercial tract. The applicant is currently conducting a Traffic Impact Analysis and intends to submit it on October 13th. The applicant has configured the site to be able to accommodate any right-of-way dedication or improvements recommended by the TIA.

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Ms. Ware stated the property is subject to density and dimensional requirements for PD-297C and Multi-Family Three District. The proposal meets the density and dimensional requirements. The required number of parking spaces is calculated based on use. Article 10 of the Unified Development Code contains specific parking provisions for multi-family development. The UDC requires that 30% of the total required spaces be provided by attached parking garages and 20% of the total required spaces be covered parking. Garage parking spaces must be directly accessible to a living unit for 20% of the required garage parking spaces. The proposal meets the parking requirements. The property is subject to landscape and screening requirements for PD-297C and MF-3. The proposal meets the landscape and screening requirements. The building elevations consist of stucco and stone. The applicant is proposing a Spanish-style concrete barrel tile for the roof. Tower features, balconies, and archways provide articulation and visual interest. The proposed stucco and masonry composition is inconsistent with PD-297C. The percentage of stone proposed exceeds what is required by PD-297C. Staff does not object to the building elevations as proposed. The applicant is requesting an appeal to the requirement for 10-ft wide garage doors to be able to construct the garages with 9-ft wide doors. Staff does not object based on use of 9-ft doors in similar developments.

Ms. Ware stated staff recommends approval with the condition that the applicant meet TIA recommendations.

Chairperson Motley asked how many multi-family units and single family homes have we approved in the last year.

Mr. Norwood replied right under 3,000 multi-family units and about 200 single family units.

Commissioner Smith asked if there would be only one entrance onto this property.

Ms. Ware stated there would be three entrances two would be used for emergency purposes only.

Chairperson Motley noted there were no more questions for staff, opened the public hearing, and asked for speakers.

James Hiles with WRIA, 2505 N SH 360, Ste 800, Arlington, TX stepped forward representing the case and to answer questions from the Commission. He said the units would be high-end apartments with the average tenant making at least 94K a year. These units would have 8 foot tall doors with 10 foot tall ceiling each unit would have their own balcony or patio, with great amenities, a resort style pool with an outdoor kitchen and cabanas.

Chairperson Motley asked if approved when do they anticipate construction of this project.

Mr. Hiles said as soon as their engineering plan are approved WRIA would be the owner, operator, and builder for this development.

Commissioner Spare asked Mr. Hiles to elaborate on the traffic this development would bring.

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Mr. Hiles explained they have been working with staff on the ingress and egress onto to this property they are currently conducting a Traffic Impact Analysis.

Commissioner Smith asked to see what the higher-end units would look like. Mr. Norwood asked what the rate would be for these units.

Mr. Hiles replied the one bedroom's would be around 700 sq. ft. and the three bedroom units about 1,654 sq. ft. they would start at \$1100 a month. They have the same type of units in McKinney, Garland, and Rowlett they have been building these units for over 20 years, but only built in Texas.

There being no further discussion on the case Commissioner Lopez moved to close the public hearing and approve cases S170903 as presented and recommended by staff including the applicants appeal to the garage doors to be able to construct the garages with 9-ft wide doors. The action and vote being recorded as follows:

Motion: Lopez

Second: Coleman

Ayes: Adhikari, Carranza, Coleman, Fisher, Lopez, Motley, Smith, and Spare

Nays: None

Approved: 8-0

Motion: **carried.**

PUBLIC HEARING AGENDA Item #7– S171004 - Site Plan - T-Mobile Store (City Council District 1). Planner Ted Helm presented the case report and gave a Power Point presentation request to approve Site Plan in a C, Commercial District to construct a one story 3,080-sf building for a T-Mobile Store. The 0.481 acre property is currently zoned C, Commercial District and is located within the Highway 161 Corridor. The property is located on the west side of South Carrier Parkway, approximately 460-feet south of West Jefferson Street. The agent is Clay Cristy, Clay Moore Engineering and the owner is Kelly Hampton, Life in the Fast Food Lane.

Mr. Helm stated the Site Plan depicts a single building with a square footage of 3,080-sf. The building is oriented so that the primary entrance faces the strip-mall. The site is accessible by Carrier Parkway and the parking lot of the shopping center. The property is subject to the density and dimensional requirements found in Article 6 of the Unified Development Code. The proposal meets the density and dimensional requirements. The property is subject to the landscaping and screening requirements found in Article 8 and Appendix F of the UDC. The proposal meets or exceeds the landscaping and screening requirements. Appendix F applies to properties within an overlay district and contains standards intended to increase the quality of development. These standards include requirements for building materials, articulation, and architectural elements. The proposed elevations consist of stone veneer, stucco and glass.

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Appendix F requires that primary facades include architectural features. With an exception to the required windows on the facades, the proposal meets the requirements for architectural features.

1. Façades – Windows are required along 50% of the length of the primary façade. The applicant is requesting an appeal for the north and south sides of the building. The applicant has proposed to enhance landscaping in lieu of the window requirements.
2. Horizontal Articulation – The applicant is also requesting an appeal to the horizontal articulation on the south side of the store.

Mr. Helm stated staff recommends approval of the site plan proposal including the appeal.

Chairperson Motley noted there were no questions for staff, opened the public hearing, and asked for speakers.

Matt Moore with Clay Moore Engineering, 1903 Central Drive, Bedford, TX stepped forward representing the case and to answer questions from the Commission. Mr. Moore stated the building is centered and oriented so that the primary entrance faces the Kroger, this is a small and limited site therefore they would like to be visible from the strip mall they are providing additional landscaping on the north and south side of the property.

Commissioner Smith asked if T-Mobile has conducted a market study and asked why they chose this location.

Mr. Moore said there has to be a strong market in order for T-Mobile to relocate onto this site.

William Moser, 1041 NW 7th Street, Grand Prairie, TX stated he is not in opposition to this request, but does not like the buildings orientation with the back of the building fronting onto Carrier Parkway.

Assistant City Attorney Megan Mahan stated this is a site plan approval case this case is before us to make sure it meets all of the technical requirements.

Mr. Moore gave a rebuttal, stating the orientation of the building would also work better with the properties access onto the property.

There being no further discussion on the case Commissioner Smith moved to close the public hearing and approve cases S171004 as presented and recommended by staff, granting the applicants appeals. The action and vote being recorded as follows:

Motion: Smith

Second: Fisher

Ayes: Adhikari, Carranza, Coleman, Fisher, Lopez, Motley, Smith, and Spare

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Nays: None

Approved: 8-0

Motion: **carried.**

PUBLIC HEARING AGENDA Item #8– Z171003 - Planned Development Request - Fresh Express and Item #9– S171003 - Site Plan - Fresh Express (City Council District 2. Senior Planner Charles Lee presented the case reports and gave a Power Point presentation to amend & expand existing Planned Development District (PD-241) to accommodate additions to the existing food production facility site by expanding the building 187K sq. ft., adding parking and loading areas to the site. The properties are located north of W. Warrior Trail and approximately 645 feet east of S. Great Southwest Parkway (2370 W. Warrior Trail). The properties are currently zoned Planned Development 241 (PD-241) district and Light Industrial (LI) district and lies within the Great Southwest Industrial (GSW) district. The applicant is Eric Wigger, Fresh Express and the owner is Nancy Dugan, Fresh Express.

Mr. Lee state the item is a request to expand PD-241 by incorporating the abutting western 14 acres to accommodate an 188,000 square foot facility expansion. The proposal has three companion cases: A site plan on the current agenda for the 44 acre industrial site, including the facility expansion and associated parking, landscaping improvements as well as infrastructure upgrades to accommodate the expansion; an amendment to the Master Transportation Plan to remove a section of an unbuilt, unnamed connector road across the northern part of the property. If built, the collector would ultimately connect the southern portion of Fall Drive and Great Southwest Parkway; and a final plat which is currently under DRC review.

Mr. Lee stated the proposed exterior elevations are consistent with the original design elements of the facility, the existing Planned Development-261 allows for the use insulated metal panels. With the proposed expansion of PD-261 to the adjoining 14 acre property, the applicant is proposing to retain this allowance for the western and northern facades of the building expansion. The Unified Development Code, Article 8 requires Light Industrial uses to provide a minimum of 4% landscaping per site, 32% landscaping is being provided. The applicant is providing over 100 trees, including 24 street tress and several hundred shrubs to the site. In addition, the plan shows Red Oaks, Live Oaks, and Nellie R. Stevens Hollies placed within a 30 foot landscape buffer along the Warrior Trl. frontage to provide additional screening of the new dock doors form the street. In lieu of a masonry wall along the northern edge of the property, the applicant has preserved the rear 12.9 acres of the property in an 1163' x 495' foot artificial lot. The shortest distance from the northern property boundary to the back of the building is 773.68 feet and the closest distance to a drive aisle is 495' feet. Additionally, the single-family zoned property to the north is designated as an HOA open space/drainage lot which provides an additional 225 feet of buffering from the residential uses to the north.

Mr. Lee noted the applicant is requesting to use natural landscaping and buffering in lieu of a masonry screen on the northern property line, adjacent to single-family residential property. The

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existing Planned Development-241 allowed for Wholesale Food Production uses and an allowance for metal insulated panel exterior construction on the western and northern facades. The building's expansion as proposed is compatible with and consistent with the original design. The DRC recommends approval of the proposed planned development amendment and site plan subject to the following conditions:

- Submission, review and acceptance of Traffic Impact Analysis associated with the removal of an east-west collector along the northern boundary of the property.
- Additions and/or alterations to the engineering plans as required by the Engineering Department.

Chairperson Motley noted there were no questions for staff, opened the public hearing, and asked for speakers.

Eric Wigger with Fresh Express, 10816 Millington Court, #110, Cincinnati, Ohio stepped forward representing the case and to answer questions from the Commission.

Commissioner Smith asked if this company gives back to the community.

Mr. Wigger replied they give back to the community by being involved with United Way, the Boy Scouts, and give to the disaster relief.

Commissioner Coleman said Grand Prairie is proud to have them in our City.

Chairperson Motley noted several speaker cards submitted in support of this request. Douglas Cooper, 200 E. Abrams Street, Arlington, TX and Kelly Parma, 3030 LBJ Freeway, Suite 1660, Dallas, TX, and Mario Seyarolli, 2370 Warrior Trail, Grand Prairie, TX.

There being no further discussion on the case Commissioner Spare moved to close the public hearing and approve case Z171003 as presented and recommended by staff. The action and vote being recorded as follows:

Motion: Spare

Second: Coleman

Ayes: Adhikari, Carranza, Coleman, Fisher, Lopez, Motley, Smith, and Spare

Nays: None

Approved: 8-0

Motion: **carried.**

Commissioner Spare moved to close the public hearing and approve case S171003 as presented and recommended by staff. The action and vote being recorded as follows:

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Motion: Spare

Second: Coleman

Ayes: Adhikari, Carranza, Coleman, Fisher, Lopez, Motley, Smith, and Spare

Nays: None

Approved: 8-0

Motion: **carried.**

PUBLIC HEARING AGENDA Item #10– SU171001 - Specific Use Permit - 2916 E. Main Street (City Council District 5). Senior Planner Charles Lee presented the case report and gave a Power Point presentation A request for a Specific Use Permit for Used Auto Sales use to operate within an existing Auto-Related Business (T & T Auto body) facility. The existing facility is located north of E. Main Street and 110 feet east of N.E. 28th Street. The 0.506 acre property is zoned Commercial and lies within the Central Business District, Section 4. The agent is Michael Stanley, EmJay Consult Group and the owner/applicant is David Varela.

Mr. Lee stated the existing 7,000 square foot facility has been vacant for approximately 3 years and has predominantly been used for various auto repair-related businesses including Auto Body & Paint Shop. The applicant is proposing to re-purpose this property for the use of Used Auto Sales within the Commercial District. The applicant proposes approximately 20 spaces on-site for vehicle display with additional display area inside. Customer and employee parking as well as two handicap accessible spaces are also provided. The facility will utilize the existing overhead doors for easy access to vehicle inventory as well as access to an interior make-ready area at the back of the building. Article 30 of the UDC defines “Make Ready Service” as a repair or service procedure necessary to prepare a used vehicle for sale, which may include, but not be limited to, the replacement of wipers, headlights, light bulbs, clear water rinse, detailing, or tire inflation or repair. No inoperable vehicles will be stored on-site. The applicant will not be using large trucks to load or unload vehicles. Vehicles will be driven on-site individually by an employee of the business and/or unloaded from medium-sized vehicles carriers. Large auto-carriers will not be allowed to access the site. The existing western drive is inadequately sized and will be demolished, with the existing eastern drive widened to 24 feet. The applicant is planning the hours and operation of the business to be Monday-Saturday from 9:00am to 7:00 pm and will employ 3-5 employees. Per the terms of the SUP, no subleasing to additional tenants will be allowed.

Mr. Lee stated the applicant proposes to maintain the existing mature crape myrtles along the street Main Street frontage. The site has an existing tree line along the northern boundary and the applicant requests to maintain the existing living screen in lieu of fence/wall between the property and the Commercial zoned properties to the north. The applicant proposes to provide 100% new stone and masonry veneer elements to two sides of the existing steel exterior construction including the south elevation and the east elevation. The masonry will wrap around the western elevation for the first 11 feet. The remainder of the western elevation and the southern elevation are proposed to remain metal. Because the applicant is proposing to close the

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existing access drives along 29th St, it will be difficult to maneuver a garbage truck in order to pick up the trash. The applicant is requesting relief from the city's dumpster enclosure requirements. This request has been approved by Environmental Services.

Mr. Lee stated the applicant is requesting an exception/appeal to the dumpster enclosure requirement. Staff has no objections to the appeal. Given the improvements proposed by the applicant to an existing metal building, staff is in support of the use as presented. Staff recommends approval with the following conditions:

1. That the parking in the front "display" area be striped to face E. Main Street rather than face the building.
2. Due to the existing legal property boundaries; being Lots 216 & 217, any additions to the building beyond current boundaries shall require that the plat be amended accordingly to Burbank Gardens Addition.

Chairperson Motley noted there were no questions for staff, opened the public hearing, and asked for speakers.

Michael Stanley with EmJay Consultant Group, 2669 Claremont Drive, Grand Prairie, TX stepped forward representing the case and the owner of the property, David Varela. He thanked staff for working on this case, and said this would be a good use for an existing vacant building the tenant would have high-end vehicles kept indoors.

There being no further discussion on the case Commissioner Spare moved to close the public hearing and approve cases SU171001 as presented and recommended by staff. The action and vote being recorded as follows:

Motion: Spare

Second: Coleman

Ayes: Adhikari, Carranza, Coleman, Fisher, Lopez, Motley, Smith, and Spare

Nays: None

Approved: 8-0

Motion: **carried.**

PUBLIC HEARING AGENDA Item #11– SU171004 – Specific Use Permit – CarPick (City Council District 1). Planner Ted Helm presented the case report and gave a Power Point presentation request to approve a Specific Use Permit for CarPick to operate Retail Auto Sales (used) within an existing industrial building at 3275 W. Trinity Blvd. with no outdoor or indoor display area or on-site customer sales. The applicant is Dan Miller.

Mr. Helm stated CarPick was founded in 2017 and is backed by the equity capital provided by SRS Private Investments. It was created to put control of the used car buying process directly

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into the hands of the customer. Carpick is a fully online car buying experience, with no on-site sales or service. Carpick plans to launch its operations in the Dallas-Fort Worth market in December of 2017, with an initial stock of 200 vehicles. The facility is expected to will employee approximately 15 people. The hours of operations will be Monday through Sunday between 8:00 AM and 7:00 PM. Primary access to the subject property will be W. Trinity Boulevard and will be an employee-only site.

Mr. Helm stated Planning Staff recommends approval of this Specific Use Permit for Retail Auto Sales subject to the following conditions:

- No auto repair on-site.
- No paint and body work on-site.
- No salvage of vehicles on-site.
- No inoperable vehicles may be parked or stored on-site.
- No display banners, balloons, streamers, or other methods of attracting the motoring public to the business shall not be allowed.
- Shall comply with approved Site & Operational Plan.

Chairperson Motley noted there were no questions for staff, opened the public hearing, and asked for speakers.

Dan Miller with ACS Global, LLL, 1460 Broadway, New York, NY stepped forward representing the case and to answer questions from the Commission. Mr. Miller stated they are a base online retailer only, there would be no auto repair, no paint and body, no salvaging, and no display of banners, etc. on their site, they shall comply too all city standards this is a 20 million dollar investment and they chose Dallas/Fort Worth because of the market in used car sales. All sales would be conducted online the vehicles would be delivered to their choice location with a seven day return policy. All their vehicles are one to two years old ranging at about 18K and higher.

Chairperson Motley asked where they purchase their vehicles.

Mr. Miller replied all of their vehicles are purchase from rent-a-car centers they serve a 200 mile radius they are here to cater the local market.

Commissioner Lopez asked how do they accept trade-ins, how does it work.

Mr. Miller stated they would have an online form and depending on what the customer fills out they would give a fair estimate on the trade-in.

Commissioner Coleman asked what they do with the trade-in and where are they kept.

Mr. Miller said the trade-in is taking straight to the action.

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There being no further discussion on the case Commissioner Fisher moved to close the public hearing and approve cases SU171004 as recommended by staff. The action and vote being recorded as follows:

Motion: Fisher

Second: Coleman

Ayes: Adhikari, Carranza, Coleman, Fisher, Lopez, Motley, Smith, and Spare

Nays: None

Approved: 8-0

Motion: **carried.**

PUBLIC HEARING AGENDA Item #12– SU171005 – Specific Use Permit – Continental BestDrive Tire Service and Retreading (City Council District 5). Planner Ted Helm presented the case report and gave a Power Point presentation request to approve a Specific Use Permit to operate a Tire Retreading operation in an existing industrial building in association with commercial truck tire center for sales and tire related service, addressed as 4003 Grand Lakes Way. The owner/applicant is Jeff Thornton, Duke Realty, LP.

Mr. Helm stated BestDrive commercial truck tire center will occupy approximately 118,007 square feet of the 282,507 square foot building addition. Continental BestDrive's commercial truck tire center will offer the following services: 4 Drive In Service Bays, Tire Service, Mounting, Dismounting, Alignment and Balancing, Tire Repair, and 24 hours Road Service according to the operational plan. All service work and inventory storage will take place inside the facility. Tire storage will occur inside the facility, which is equipped with an automatic sprinkler system. From the outside, no odor would be created by the operation. One box trailer would be parked outside to catch rubber shavings to be recycled. The facility will employ 17 employees and it is planned to be open Monday through Friday between 8:00 AM and 5:00 PM and Saturday between 8:00 AM and 12:00 PM. One additional shift may be added at a future date. If the SUP is approved, staff recommends including a provision allowing for the additional shift.

Mr. Helm stated access to the subject property will be off of Grand Lakes Way. The property is fully developed with an existing access drive, drive aisles, parking areas all paved with concrete in compliance with the UDC. Staff recommends approval of the request for a Specific Use Permit.

Chairperson Motley noted there were no questions for staff, opened the public hearing, and asked for speakers.

Randy Wood with Duke Realty, LP, 14241 Dallas, Parkway, Ste 1000, Dallas, TX stepped forward representing the case and to answer questions from the Commission. Mr. Wood stated they developed Grand Lakes Business Park, they desiring to expand their existing business.

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Commissioner Coleman stated he has been in the trucking business and notice an odor when retreading tires, have they had any complaints from the surrounding neighbors.

Mr. Woods replied no.

There being no further discussion on the case Commissioner Coleman moved to close the public hearing and approve cases SU171005 as recommended by staff. The action and vote being recorded as follows:

Motion: Coleman

Second: Smith

Ayes: Adhikari, Carranza, Coleman, Fisher, Lopez, Motley, Smith, and Spare

Nays: None

Approved: 8-0

Motion: **carried.**

PUBLIC HEARING AGENDA Item #13– Z171002 - Zoning Change - Austin Street Townhomes (City Council District 5). Senior Planner Savannah Ware presented the case report and gave a Power Point presentation request to rezone about 0.34 acres from Central Area (CA) District to Single Family-Townhouse (SF-T) District. S 96.2 Ft Lot 5, S 100 Ft Lot 6, and S 1/2 Lot 7, Bairds Dallas Addition, City of Grand Prairie, Dallas County, Texas, zoned CA, within CBD-2 and located at 516, 522, and 524 Austin Street. The owner is Victor Reyes.

Ms. Ware stated the applicant intends to build five residential units on 0.378 acres with direct access from Austin Street. The proposal shows two units attached and three units attached on one lot. The applicant must replat the property prior to the issuance of any building permits. The units will be constructed to the SF-T standards. The applicant is proposing front-entry garages which must be setback a minimum of 12 inches from the nearest front building elevation. Staff has several concerns with the request. First, the request singles out a small parcel of land and seeks to rezone it to a classification different from the surrounding area. The proposed residential development is adjacent to existing commercial uses. Staff has concerns about building new homes next to the existing commercial uses. Second, the change in zoning will impact the redevelopment of the area. The property is within Central Business District No. 2. CBD 2 is projected as a mixed-use area including residential units above retail and commercial uses. The proposal is inconsistent with the FLUM and CBD 2. Staff has concerns that rezoning the property will hinder future redevelopment of the block as a cohesive development. Finally, rezoning the property for residential use imposes a burden on surrounding property owners who wish to develop their property. The UDC contains requirements for commercial development adjacent to or across from residential zoning districts. Commercial development on properties adjacent to the subject property will require a masonry screening wall and landscape buffer planted with trees. The proposed change would increase the building setback requirements for adjacent properties and limit how the properties are able to develop.

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Specific Use Permits are required for certain uses within 300 feet of residential zoning districts. Staff has concerns that rezoning the property would be detrimental to other property owners. Ms. Ware stated staff recommends denial of the request.

Chairperson Motley noted there were no questions for staff, opened the public hearing, and asked for speakers.

Victor Reyes, 2809 McPherson Lane, Flower Mound, TX stepped forward representing the case. He has been a builder for over 20 years and understands staff's recommendation, but there are at least twenty existing single family residential homes along this street, he would like to develop his property with five residential units.

Chairperson Motley asked how long he has owned these properties.

Mr. Reyes replied he has own the properties for 15 years.

Chairperson Motley noted several speaker cards submitted in opposition to this request. Jim Wooldridge, 501 E. Jefferson Street, Grand Prairie, TX and William Moser, 1041 NW 7th Street, Grand Prairie, TX.

There being no further discussion on the case Commissioner Spare moved to close the public hearing and deny cases Z171002 as recommended by staff. The action and vote being recorded as follows:

Motion: Spare

Second: Lopez

Ayes: Adhikari, Carranza, Coleman, Fisher, Lopez, Motley, Smith, and Spare

Nays: None

Approved: 8-0

Motion: **carried.**

PUBLIC HEARING AGENDA Item #14– SU151004C - Specific Use Permit Amendment - 309 SE 14th Street (City Council District 5). Chief City Planner David Jones presented the case report and gave a Power Point presentation request to revise SUP-978 to include Tire Sales and Installation with Outdoor Display in an existing commercial building at 309 SE 14th Street. Lots 5, 6, 7 & the north 1/2 of Lot 8, Penman Addition, City of Grand Prairie, Dallas County, Texas, zoned C - Commercial District in the Central Business District no. 3 Overlay and located at 309 SE 14th Street. The agent is Oscar Hernandez and the owner is Vincente Duan.

Mr. Jones stated the applicant is seeking to modify their SUP to include Tire Sales and Repair. The applicant proposes to utilize the existing building to sell and install tires with outdoor display racks. All work is proposed to be done indoors, with no tires or parts stored outdoors and

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no work done outdoors. The applicant is also proposing to operate a State Vehicle Inspection station and to conduct Minor Auto Repair as authorized in Article 4 of the Unified Development Code. No appeals are being requested, but an appeal was granted with the original SUP to utilize the existing parking, which is one space short of required parking for an Auto-Related Business. In staff's initial discussion with the applicant, it was stated that staff was uncomfortable with putting additional auto-related businesses in place at this location beyond what was already authorized in the existing SUP. Staff stated that if the applicant applied for an SUP for Tire Sales and Installation, it was staff's preference that the new SUP should replace the uses currently listed on the approved SUP, including Major Auto Repair and Auto Body and Paint. After this initial discussion, the applicant paid an additional fee to apply for the Tire Sales and Installation with Outdoor Display, and requested to retain the existing uses authorized by the SUP granted in 2015.

Mr. Jones stated staff recommends approval of the Specific Use Permit for Tire Sales and Installation with Indoor Display only, with the following stipulations:

1. If uses currently allowed in the SUP are retained, staff recommends that in the operation of Tire Sales and Installation on the property, the following conditions should apply:
 - a. Auto repair operations shall be limited to Minor Auto Repair as defined in Article 30 of the Unified Development Ordinance.
 - b. No inoperable vehicles will be transported to or stored on the property.
 - c. No Major Auto Repair or Auto Body and Paint uses will be granted occupancy until the Tire Sales and Installation operation ceases, and the operation of Major Auto Repair or Auto Body and Paint uses, as defined in Article 30 the Unified Development Code, at the same time as tire sales and installation will constitute a violation of the ordinance.
2. That all display and storage of tires take place indoors.
3. That all work be conducted indoors.
4. That only one tenant be allowed occupancy on the property.
5. That an operational plan be submitted to Environmental Services showing how the business plans to store and dispose of used tires.

Chairperson Motley noted there were no questions for staff, opened the public hearing, and asked for speakers. Mr. Motley noted the applicant was not present to represent his case.

There being no further discussion on the case Commissioner Spare moved to close the public hearing and approve cases SU151004C as presented, and approval of Tire Sales and Installation

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with No Outdoor Display per staff's recommendation, with all work, display, and storage to be conducted indoors. The action and vote being recorded as follows:

Motion: Spare

Second: Adhikari

Ayes: Adhikari, Carranza, Coleman, Fisher, Lopez, Motley, Smith, and Spare

Nays: None

Approved: 8-0

Motion: **carried.**

PUBLIC HEARING AGENDA Item #15– SU141101B/S141101B - Specific Use Permit Renewal - 1629 E. Main St (City Council District 5). Chief City Planner David Jones presented the case report and gave a Power Point presentation request to renewal of Specific Use Permit No. 973 for Automotive Re-Builder and Inoperable Auto Holding Yard uses and to codify existing non-conforming Automotive Related Business uses. The subject site is located at 1629 E Main St and is zoned Light Industrial (LI) District within Central Business District No. 3 (CBD 3). This property is generally located on the south side of E. Main St and east of S.E. 16th St. The owner is Hamid Moussavi.

Mr. Jones stated pavement of the property according to the approved site plan was required to be completed by September 15, 2017. As of September 29, the paving has only been partially completed and the fire lane has not been aligned. The applicant is requesting an extension to the SUP to allow more time to complete paving. Due to other violations observed on the property in the two years since the SUP was approved, and the uncertainty as to whether the paving can be completed in a timely manner, staff recommends that the SUP for this property be discontinued as detailed in the Recommendation section. As of August 2017, the property is non-compliant with several SUP requirements, including vehicle work in an unenclosed building, not maintaining required records, not completing re-alignment of the fire lane, not keeping the fire lane clear, and incomplete paving of the property, which was required to be completed on September 15, 2017. City Staff inspected the property in August 2017 with representatives of the Code Enforcement Division and the Environmental Services Department, and the Planning Division. The inspections found that operations on the site appear to not be currently in conformance with required conditions of the Specific Use Permit as approved by City Council in December 2015.

Mr. Jones stated an SUP was approved by City Council on September 15, 2015. The purpose of the SUP was to bring existing operations into compliance and to cause improvements to take place on the property. The SUP was approved for an Auto Body & Paint Shop, Major Auto Repair, Automotive Re-Builder, Inoperable Vehicle Holding Yard and Used Auto Sales with the following stipulations. **Staff comments are in bold.**

The development shall adhere to the following operational standards:

1. The Auto Body & Paint Shop, Major Auto Repairs, Automotive Re-Builder, Inoperable

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Vehicle Holding Yard and Used Auto Sales facility shall be in substantial conformance with the Site Plan and all applicable standards of the Grand Prairie Municipal Code and Unified Development Code.

2. Prior to issuance of a Certificate of Occupancy, the owner/operator shall submit the Site Plan Mylar w/ Phasing Plan for review and approval by the Chief City Planner.

The Site Plan mylar with Phasing Plan with submitted and signed by the Chief Planner on August 31, 2015.

3. Within 90 days of this ordinance approval, the owner-operator shall submit a demolition permit application to Building Inspections for the installation of the concrete fire lane and hammerhead turnaround in accordance with Phase I of the approved Site Plan.

A permit was submitted before this deadline.

4. Within 90 days of this ordinance approval, the owner/operator shall submit a building permit application to Building Inspections for the installation of the concrete fire lane and hammerhead turnaround in accordance with Phase I of the approved Site Plan.
5. Within 180 days of this ordinance approval, all hard surface parking spaces shall be striped in accordance with Phase I of the approved Site Plan.

Site was not fully striped/paved by this deadline.

6. Within 180 days of this ordinance approval, the portion of the building blocking the proposed fire lane shall be removed in accordance with Phase I of the approved Site Plan.

The building was moved before this deadline.

7. Within 180 days of this ordinance approval, the installation of the concrete fire land and hammerhead turnaround shall be completed in accordance with Phase I of the approved Site Plan.

Concrete fire lane was not completed by this deadline.

8. Within 2 years of this ordinance approval, the installation of the concrete drive aisles and parking spaces shall be completed in accordance with Phase II of the approved Site Plan.

The purpose of this request is to extend this deadline. To date, the paving of the Fire Lane and hammerhead has been approximately 75% completed. The applicant states he is currently unable to complete the remainder of the paving. The gravel parking areas make it difficult to establish clearly marked parking spaces as required by the SUP.

9. Per the approved Site Plan, the proposed drive aisles, fire lane and hammerhead turnaround, and parking spaces shall be concrete and constructed to minimum city standards.
 - a. All vehicles must be parked within clearly marked parking spaces, as shown on the approved site plan. There shall be no parking within drive aisles or fire lanes. The use of the public rights-of-way for parking, loading, or unloading shall be prohibited.

During the August 2017 inspection, vehicles were observed outside of designated parking areas & in fire lane. Because the lot has not been completely paved, pavement markings are not clear. The fire lane has also not been realigned between the front building and Main Street.

- b. No salvaging activities shall take place onsite. Complete automobiles, body clips, or any other vehicle component shall not be salvaged for parts.

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The inspection revealed vehicles being stored for what appeared to be salvaging. See pictures.

- c. No vehicle parts may be stored outside. Front clips and rear clips may be stored within a designated vehicle parking space for no longer than 90 days. All body clips must be purchased. No vehicle may be disassembled, dismantled, or cut for the purposed of creating a body clip;

Parts and engines are clearly sitting outside & in the back of a box-truck box (detached). See pictures.

- d. All repairs or maintenance to vehicles must be performed indoors. Carports and canopies shall not be used to store inoperable vehicles. No repairs of any kind are to be performed under a carport or canopy.

Upon inspection, the canopy was unenclosed with vehicles being repaired underneath it.

- e. A ledger shall be kept on-site and be maintained by the business operator and shall be presented upon request by the Police Department and/or Code Enforcement during inspections or investigations. The ledger shall maintain information and documentation for each vehicle receiving repairs or services and for each car clip stored onsite. Items maintained and contained in this ledger shall include:
 - i. Date the vehicle or body clip entered the site for services, repairs, or storage.
 - ii. Customer Name.
 - iii. Vehicle Identification Number, Make, Model and Year. Body clips must be identified and marked in the event that a Vehicle Identification Number is not available.
 - iv. Type of services or repairs needed and/or performed.
 - v. Estimated time of completion.
 - vi. Date the vehicle or body clip was removed from site.

Business was not maintaining ledger as required.

- f. All operations shall maintain compliance with all federal, state, and local environmental regulations.
- g. All operations shall maintain compliance with City Ordinance No. 7408, Automotive Related Business (ARB) regulations.
- h. Must practice all best management practices listed in its storm water pollution prevention plan.

Code Enforcement and Environmental Services conducted an inspection on August 16, 2017 and made these findings:

- The business was not maintaining a ledger of vehicles with information as required. I inquired about 2 vehicle hulls stored in the back holding area (VIN's WBAVB335X6FS16167 & 2G1115S35G9157991) and the person in charge could not locate vehicle in records.
- The Fire Lane was observed to be obstructed with vehicles.

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- Vehicles on the property were not parked or stored consistent with site plan that was approved. Vehicles were not in clearly marked lanes.
- I observed Work being on vehicles being conducted under the awning.
- Additionally the business is using a box van for permanent storage

Mr. Jones stated due to the degree of incompleteness in the site improvements, which were required to be completed within two years of approval of the SUP, coupled with the violations observed during the period since the SUP was approved, staff does not recommend approval of an extension. In discussion with the applicant, staff believes paving of the remainder of the lot is projected to take place over a matter of years. In light of these factors, staff recommends the following restrictions be placed on the SUP:

1. That use of the unpaved area be suspended between the south property line and the back of the building for the purpose of storing or parking vehicles until the paving is completed as required.
2. That all Auto Repair work cease within the unenclosed/canopy area and not resume until the canopy is fully enclosed.
3. That use of the front lot for Auto Sales and display cease until the fire lane is completely aligned between E Main Street and current terminating point of the fire lane.

Chairperson Motley noted there were no questions for staff, opened the public hearing, and asked for speakers. Mr. Motley noted the applicant was not present to represent his case.

There being no further discussion on the case Commissioner Spare moved to close the public hearing and deny the Specific Use Permit Renewal case SU141101B/S141101B as recommended by staff. The action and vote being recorded as follows:

Motion: Spare

Second: Fisher

Ayes: Adhikari, Carranza, Coleman, Fisher, Lopez, Motley, Smith, and Spare

Nays: None

Approved to Deny: 8-0

Motion: **carried.**

PUBLIC HEARING AGENDA Item #16– TA171001 – Text Amendment – Temporary Concrete Batch Plants. Chief City Planner David Jones presented the case report and gave a Power Point presentation request to Article 4: Permissible Uses, Section 4.12.4 – Public Notice, to include sending surrounding property owner notices in the same manner as a zoning case; and Article 22: Fee Schedule, Section 22.2.29 – Permit/Advertisement Fees for Temporary Concrete Batch Plants, to establish a fee covering the cost of such notices. The applicant is the City of Grand Prairie.

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Mr. Jones stated the proposed amendment would revise notification requirements for temporary batch plants and adjust the fee schedule to cover the costs of the notification process. Currently, temporary batch plants may be permitted by the Director of Public Works upon filing of an application and \$350 fee. Each proposal for a batch plant must be publically advertised in the local newspaper to provide a minimum of ten days for public review and comment. There is no other requirement for public notification. Due to changing consumer tastes regarding traditional newspapers, staff is proposing to modify the notification requirements to ensure owners of property surrounding proposed batch plants are receiving adequate notice. The proposed amendment would adopt notification requirements similar to rezoning and Specific Use Permits by requiring that property owners within 300 feet of the proposed batch plant site be notified by U.S. Mail not less than fifteen days prior to approval or denial by the Director of Public Works. To cover the additional cost of preparing and mailing public notices to surrounding property owners, the application fee would increase from \$350 to \$500.

Mr. Jones stated the Development Review Committee recommends approval of the proposed amendment.

There being no further discussion on the case Commissioner Coleman moved to close the public hearing and approve cases TA171001 as presented by staff. The action and vote being recorded as follows:

Motion: Coleman

Second: Adhikari

Ayes: Adhikari, Carranza, Coleman, Fisher, Lopez, Motley, Smith, and Spare

Nays: None

Approved: 8-0

Motion: **carried.**

Citizen Comments: None

Commissioner Lopez moved to adjourn the meeting of October 2, 2017. The meeting adjourned at 8:25 p.m.

Lynn Motley, Chairperson

ATTEST:

John Lopez, Secretary

An audio recording of this meeting is available on request at 972-237-8255.