



**REGULAR PLANNING AND ZONING COMMISSION
MEETING MINUTES
JULY 2, 2018**

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

COMMISSIONERS ABSENT: None

CITY STAFF PRESENT: Steve Norwood, Director of Development Services, Charles Lee, Senior Planner, Savannah Ware, Senior Planner, Colby Collins, Planner, Ted Helm, Planner, Daon Stephens, Transportation Planner, Mark Dempsey, Deputy City Attorney, Chris Hartmann, Executive Assistant.

Chairperson Motley called the meeting to order in the Council Chambers in the City Hall Building at 6:30 p.m. Chairperson Motley gave the invocation, Commissioner Fisher 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 P180801- Minor Subdivision Plat – Jenkam Addition, P180802- Preliminary Plat- Crescent Heights, P180803 – Final Plat – Grand Central Crossing Addition, Lot 6R, Block A, RP180801 – Replat- Winholt Addition, Lots 1 & 2, Block, RP180802 – Replat – Iglesia Evangelica, Lot 350R3, Block 793, and RP180803 – Replat – VHR Addition, Lot 1, Block 1.

AGENDA ITEM: #2-APPROVAL OF MINUTES: To approve the minutes of the Planning and Zoning Commission meeting of June 4, 2018.

PUBLIC HEARING CONSENT AGENDA: Item #3- P171101 - Preliminary Plat - Davis Green Addition (City Council District 2). Preliminary Plat of Lot 1, Block 1, Davis Green Addition to create a single lot for industrial flex development. Tracts 1B02 and 1B04, Jose Gill Survey, Abstract No. 567, City of Grand Prairie, Tarrant County, Texas, generally located east of S. Great Southwest Parkway and approximately 623 feet north of W. Warrior Trail. Zoned LI, Light Industrial district. The agent is Dan Gallagher, the applicant is Chris Jackson, Stream Realty Acquisition LLC, and the owner is Concetta Nolan.

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Item #4-P180701 - Final Plat - Davis Green Addition (City Council District 2). Final Plat of Lot 1, Block 1, Davis Green Addition, a single lot for industrial development. Approximately 14.339 acres out of the Jose Gill Survey, Abstract No. 567, City of Grand Prairie, Tarrant County, Texas, zoned LI, Light Industrial and addressed as 2911 S Great Southwest Parkway. The agent is Dan Gallagher and the owner is Chris Jackson, Stream Realty.

Item #5-P180303 - Preliminary Plat - Forum at Sara Jane Addition (City Council District 2). Preliminary Plat for Lots 1, 2, and 3, Block A, Forum at Sara Jane Addition, on approximately 55.597 acres for Residential Development. C.D. Ball Survey, Abstract No. 1699, City of Grand Prairie, Dallas County, Texas, approximately 27.76 acres zoned PD-29, PD-288, and SF-2, within the IH-20 and SH 161 Corridor Overlay Districts and generally located west/southwest of the intersection of S Forum Drive and Sara Jane Parkway. The agent is Michael Clark, Winkelmann & Assoc. and the applicant is Patrick Mango.

Item #6-P180702 - Final Plat - Pepper Flats (City Council District 5). Final Plat, Lots 1 and 2, Block A, Pepper Flats, two lots for commercial development. 2.54 acres out of the Hein Bilsmirer Survey, Abstract No. 111, City of Grand Prairie, Dallas County, Texas. Zoned Planned Development PD-92 and addressed as 1300 and 1326 N State Highway 161. The applicant is Ronnye Hoskins and the owner is Jacob Kohanim, JB Investment, LLC.

Item #7-P180703 – Final Plat – Avilla Heritage Addition (City Council District 2). Final Plat for Lot 1, Block A, Avilla Heritage Addition, one lot for the development approximately 140 residential units on 13.425 acres. Tract 2.3, C.D. Ball Survey, Abstract No. 1699, City of Grand Prairie, Dallas County, Texas, 13.425 acres zoned PD-367 in the IH-20 and SH-161 Overlay Districts and addressed as 2030 S. Forum Dr.

Item #8-RP180701 - Replat - 2305 Graham Street (City Council District 5). Plat request to create two lots out of one residential lot on 0.5 acres. Lot 10, Block 2, My Estate, City of Grand Prairie, Dallas County, Texas, zoned Single Family-4 (SF-4) and addressed 2305 Graham St. The owner is Daniel Santos.

Item #9-SU151004D - Specific Use Permit - 309 SE 14th Street (City Council District 5). A six month review of Specific Use Permit for Major Auto Repair uses, including mechanical repairs and auto body repairs. The site is 0.3 acres and is zoned Commercial (C) within Central Business District 3 (CBD 3). The property is generally located south of Jefferson St. and east of Belt Line Rd. The owner is Vincente Duan.

Item #10-SU150803B - Specific Use Permit Renewal - 3223 E. Main Street (City Council District 5). Specific Use Permit Renewal for Truck/Heavy Equipment Parking at 3223 E. Main Street. Lot 7, Block 1, Allbritton Associates Addition, City of Grand Prairie, Dallas County, Texas, zoned Light Industrial (LI) within Central Business District 4 (CBD 4) and addressed 3223 E Main St. The owner is Gerardo Rodriguez.

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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 P180801, P180802, P180803, RP180801, RP180802, and RP180803, approve the minutes of June 4 2018, approve public hearing consent agenda items P171101, P180701, P180303, P180703, SU151004D, SU150803B, and table case RP180701.

Motion: Spare

Second: Coleman

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

Nays: None

Approved: 9-0

Motion: **carried.**

PUBLIC HEARING AGENDA Item #11– CPA180304 – Comprehensive Plan Amendment - Mariposa Apartment Homes (City Council District 6). Planner Colby Collins presented the case report and gave a Power Point presentation to approve an amendment to the Comprehensive Plan to change approximately 4.14 acres from Commercial to High-Density Residential. Lot 1R and Lot 3, Block 1, Westchester Town Center, Phase Three A Addition, City of Grand Prairie, Dallas County, Texas, zoned PD, Planned Development 136-C and addressed as 4603 and 4607 S. Carrier Parkway.

Z180304/CP180303 - Planned Development Request/Concept Plan - Mariposa Apartment Homes (City Council District 6). Zoning Change and Concept Plan for Mariposa at Westchester, approximately 93 age-restricted multi-family residential units on 4.14 acres. Lot 1R and Lot 3, Block 1, Westchester Town Center, Phase Three A Addition, City of Grand Prairie, Dallas County, Texas, approximately 4.14 acres zoned PD, Planned Development and addressed as 4603 and 4607 S. Carrier Parkway. The applicant is Stuart Shaw, Mariposa Westchester LP and the owner is William Pohl.

Mr. Collin stated staff finds that locating the multi-family across from planned retail development conforms to Objective 2 of the Comprehensive Plan by reducing sprawl, developing an infill lot, and providing integrated community uses with housing, retail, employment, trails and parks within walking distance. The proposal also conforms to Objective 2 by ensuring that infill land uses are supportive to the neighborhood by allowing existing older residents to remain in the neighborhood when they no longer desire to live in a single-family home, and Objective 3 by locating higher density residential uses along an arterial roadway.

Mr. Collins stated the Concept Plan depicts three apartment buildings with approximately 100 units along with a leasing office and clubhouse. One full access point is proposed onto E. Polo Road near the entrance to Friendship Park. A second emergency only point of access will be provided from S. Carrier Pkwy. The applicant is request the an appeal to 8% enclosed garages rather than the required 30%, bedroom units parked at a 1.3 spaces per unit ratio rather than the required 2 per unit, results

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in a 17% reduction in parking from what is required Article 10 of the Unified Development Code, front yard setback of 25 feet along E. Polo Road and S. Carrier Pkwy, and Side yard setback of 10 feet along the east boundary of the property rather than the required 60 feet. Staff is supportive of a parking exception generally given the operation of the facility as senior-living, but recommends that the applicant identify additional enclosed garage spaces to increase the ratio closer to what is required. Staff is supportive of the 5 foot front yard variance given the irregular shape of the lot. The majority of units will sit approximately 80 feet or more from the street. Staff has concerns with the significant side yard variance request, but acknowledges that a relatively small percentage of overall units will approach the 10 foot setback. The concept plan shows these units with no balconies or large windows facing the neighboring property. The majority of units will sit 30 feet or more from the property line. Staff also acknowledges that the property, like many infill lots, is irregularly shaped. The development shares its eastern property line with Mayberry Gardens, which was approved in 2017 to operate an independent living/memory care facility. The westernmost buildings in the Mayberry Gardens complex will sit approximately 23 feet from the common property line at the closest point for a minimum total separation distance of approximately 33 feet. This minimum distance will occur within a relatively minimal area, with the majority of the building areas separated by a distance of 40 feet or more.

Mr. Collins stated Mariposa has held multiple meetings with the Westchester neighborhood association over the past six months. As of the date of this report, no neighboring property owners have reached out to the City regarding this request. The Development Review Committee recommends approval of the Zoning and Concept Plan with the following conditions:

1. Submit comprehensive amenities and features list at Site Plan phase.
2. Preserve existing trees at the Site Plan phase as shown on the Concept Plan.
3. Reconfigure parking to provide more enclosed garage space.

Chairperson Motley noted there were no questions for staff, opened the public hearing, and called for individuals wishing to speak on this item.

Casey Bump with Bonner Carrington, 901 Mopac Expressway South, Austin, TX, Grand Prairie, TX stepped forward representing the case and to answer questions from the commission.

Commissioner Lopez asked Mr. Bump to address the enclosed garages. Mr. Bump stated since this is an aged-restricted development they believe they are providing adequate parking for their facility.

Commissioner Spare asked that he provide him with the breakdown of the bedroom units, he said he is not in favor of the reduced parking garages. Mr. Bump stated they have more than enough parking for their seniors, they are requesting parking at a ratio of 1.3 spaces per 1 bedroom and 2 bedroom units.

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Commissioner Smith asked why they chose this location for their facility, have they developed this type of facility before. Mr. Bump replied they have a number of facilities in Texas. The location was determined by a market study.

There being no further discussion on the case Commissioner Spare moved to close the public hearing and approve case CPA130304 as presented by staff. The action and vote being recorded as follows:

Motion: Spare

Second: Lopez

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

Nays: None

Approved: 9-0

Motion: **carried**

Commissioner Spare moved to close the public hearing and approve case Z180304/CP180303 as presented and recommended by staff, the applicant must submit comprehensive amenities and features list at Site Plan phase, preserve existing trees at the Site Plan phase as shown on the Concept Plan, and reconfigure parking to provide more enclosed garage space. The action and vote being recorded as follows:

Motion: Spare

Second: Smith

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

Nays: None

Approved: 9-0

Motion: **carried**

PUBLIC HEARING AGENDA Item #13– SU180702/S180702 - Specific Use Permit/Site Plan - Premier Adjusters, 1501 W. Shady Grove (City Council District 1). Planner Ted Helm presented the case report and gave a Power Point presentation to approve a Specific Use Permit for the short-term parking of repossessed vehicles. The 1.76 acre property is zoned LI, Light Industrial District. The property is generally located on the south side of W. Shade Grove Road, approximately 1150-feet west of Hardrock Road. The property is addressed as 1501 W. Shady Grove. The agent is Danny Barsch, the applicant is Brad Webb, and the owner is D.J. Babaria, GD Holdings Inc.

Mr. Helm stated Premier Adjusters, Inc. is a Texas based company, founded in 1984. The nature of the business is solely collateral recovery for lien holders when a customer's contract has been defaulted on. They are primarily employed by banks, finance companies, and credit unions all over the United States. Premier Adjusters offices are not available to the public. Their clients are regulated by the Consumer Financial Protection Bureau. The facility is expected to will

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employee approximately 8 people initially. 6 employees will be working in the adjacent office, while the other 2 will be operating trucks as field agents. The hours of operations will be Monday through Friday between 8:30 AM and 5:30 PM. Primary access to the subject property will be W. Shady Grove Rd and will be an employee-only site.

Mr. Helm stated Planning Staff recommends approval of this Specific Use Permit for the short-term parking of repossessed vehicles 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 other questions for staff, opened the public hearing, and called for individuals wishing to speak on this item.

Paul Wieneskie with Premier Adjusters, Inc., 1300 Summit Avenue, Ste 1300, Fort Worth, TX stepped forward representing the case and to answer questions from the commission.

Commissioner Lopez asked if they would have vehicles coming onto the site after 10 p.m. Mr. Wieneskie stated there could be one or two vehicles at times, but there operation is very quiet and would not disturb any surrounding neighbors.

There being no further discussion on the case Commissioner Spare moved to close the public hearing and approve case SU180702/S180702 as presented and recommended by staff. The action and vote being recorded as follows:

Motion: Spare

Second: Connor

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

Nays: None

Approved: 9-0

Motion: **carried**

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PUBLIC HEARING AGENDA Item #14– SU180701/S180701 - Specific Use Permit/Site Plan - Child Care Center, 2410 Brady Lane (City Council District 2). Senior Planner Charles Lee presented the case report and gave a Power Point presentation to approve a Specific Use Permit for a Child Care Center with up to 85 students. Lots 11 and 11B, Block 1, Sharpstown Heights No. 2 Addition, City of Grand Prairie, Dallas County, Texas, approximately 0.61 acres zoned GR, General Retail and addressed as 2410 and 2420 Brady Lane. The owner is Tri Vio.

Mr. Lee stated the applicant seeks to operate a Child Day Care Center in an existing 3,648 square foot commercial building. The applicant proposes to repurpose the former medical office facility located east of Brady Lane, approximately 117 feet south of W. Pioneer Parkway. The .61 acre property was developed in the Mid-1970s for medical office uses. The initial development was a second phase of the Sharpston Heights subdivision. The facility has provided local and neighborhood dental services for nearly three decades. The property has remained vacant for the past four years. The independent lot next door will be a part of this request in providing space for required outdoor play area. In the conversion from a medical office use to a day care center format/and layout did pose challenges. Over the past few weeks, the applicant has worked with DRC staff to ensure that minimum environmental and life-safety standards are met. According to the applicant's Operational Plan, the business will operate from 6:30 AM to 6:30 PM, Monday thru Friday. Anticipated enrollment will be maximum 90 children; ranging from 6-weeks to 12 years old. If the center continues to grow, adequate land for additional required parking spaces is available on-site.

Mr. Lee stated the site provides adequate parking for visiting parents and employees (16 Spaces), including one handicapped accessible space. The site has two existing commercial driveways from Brady Lane. Current regulations require each child be walked into the facility by an adult. The .61 acre site provides a landscape edge with street trees and other hardscape features. The adjacent lot to the south is proposed as an outdoor play space. The neighboring single-family residential properties have a mix of chain-link and wood fences. The Unified Development Code requires a six-foot, 'Type-3' wooden fence to be constructed adjacent to single-family residential properties. The center has opted to allow for the parents to provide daily snacks and meals for the children in accordance with minimum State requirements.

Mr. Lee stated the Development Review Committee recommends approval subject to replatting the two independent lots into one lot.

Chairperson Motley noted there were no other questions for staff, opened the public hearing, and called for individuals wishing to speak on this item.

There being no further discussion on the case Commissioner Spare moved to close the public hearing and approve case SU180701/S180701 as presented and recommended by staff. The action and vote being recorded as follows:

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Motion: Spare

Second: Smith

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

Nays: None

Approved: 9-0

Motion: **carried**

PUBLIC HEARING AGENDA Item #15– SU180503 - Specific Use Permit - Event Center, 2601 W. Jefferson St (City Council District 1). Planner Colby Collins presented the case report and gave a Power Point presentation to approve a Specific Use Permit request for an Event Center on 0.7 acres. Lot 3A1 and 4A1, Block B, Cox and Hines Subdivision, City of Grand Prairie, Tarrant County, Texas, zoned General Retail (GR) within Central Business District (CBD) and addressed 2601 W. Jefferson St. The applicant is Elizabeth Barrera and the owner is Carina Tran.

Mr. Collins stated the applicant intends to operate an Event Center in an existing 2,000 square foot building, located at 2601 W. Jefferson St. According to the applicant, the business will host events such as baby showers, birthday parties, wedding, Quinceanera, as well as family events. The applicant informed staff that there will be only two (2) employees. Though the applicant states that hours could be dependent on when a customer would like to host an event, the applicant is currently proposing hours of 10am – 2am. While the applicant intends to make minor interior remodeling changes, restrooms, catering area, to accommodate the event center, the applicant does not intend on expanding the building in any way. Twenty-six existing spaces are provided on the proposed Event Center. Access to the site is provided along S. Great Southwest Pkwy and W. Jefferson St. The applicant has informed staff that no alcoholic beverages will be served by staff (BYOB will be suggested to customers). The SUP will allow for BYOB only and that the bar area will not be utilized for mixed beverage service.

Mr. Collins stated the Development Review Committee recommends approval with the following conditions:

- The bar area be taken out.
- The occupancy load for the building shall not exceed 100 people.
- The existing parking lot shall be repaved as shown on the site plan
- Building hours close at 11pm

Commissioner Coleman asked that staff review the hours of operation of other event centers in the city, he would like to keep the hours consistent with these types of operations.

Chairperson Motley noted there were no other questions for staff, opened the public hearing, and called for individuals wishing to speak on this item.

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Elizabeth Barrera, 1208 Bell Street, Arlington, TX, and Prairie, TX stepped forward representing the case and to answer questions from the commission.

Commissioner Coleman asked if she owned the property. Mrs. Barrera stated she would be leasing the property for three years.

Commissioner Connor said he is concern with the people hanging out in the parking lot after the venue is closed, and asked how she would handle the people out in the parking lot. Mrs. Barrera stated she would be hiring a security guard for all of the events.

Chairman Motley stated there are several event centers in the city and the people tend to hang out in the parking lot, he does not want to see this happen at this facility, he wants to make sure that the applicant understands it is very important that she does not allow this to happen and she must monitor the property/parking lot or her SUP could be revoked or not renewed.

Commissioner Lopez said he recommend the operation end at 12 p.m. with an additional hour to clean and vacate the premises.

There being no further discussion on the case Commissioner Spare moved to close the public hearing and approve case SU180503 as presented and recommended by staff, the bar area be taken out, the occupancy load for the building shall not exceed 100 people, the existing parking lot shall be repaved as shown on the site plan, building hours close at 12pm with an additional 1 hour for cleaning the facility, with a 1 year review of the SUP. The action and vote being recorded as follows:

Motion: Spare

Second: Smith

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

Nays: None

Approved: 9-0

Motion: **carried**

PUBLIC HEARING AGENDA Item #16 - SU180606 - Specific Use Permit - 2814 E. Main Street (City Council District 5). Planner Colby Collins presented the case report and gave a Power Point presentation to approve a Specific Use Permit for Retail Auto Sales from an existing 2,500 square foot building. Lot 105-R, Burbank Gardens Addition Unit #1 Revised, City of Grand Prairie, Dallas County, zoned Commercial (C), within the Central Business District No. 4, and addressed as 2814 E Main St. The applicant is Alejandro Preza and the owner is Tobias Velasquez.

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Mr. Collins stated the applicant intends to operate a retail auto sales shop at an existing 1,798 square foot building located at 2814 E. Main St. According to the applicant's operational plan, the applicant intends to buy and sell used cars and have minor repairs for inventory cars as needed. Minor Repairs as defined by City of Grand Prairie, mainly replacing battery and oil change. The applicant informed staff that there would be four employees. The proposed operation days/hours of the business will be Monday thru Saturday 10 am to 7 pm. The parking provided by the applicant exceeds what is required for the 1,798 square foot commercial building. Access to the site is provided along E. Main St. The proposal meets and exceeds the density and dimensional requirements. The property is subject to the landscaping and screening requirements found in Article 8 of the UDC. The required landscape percentage for a Commercial zoning district is 5%. The applicant is proposing to provide 9% landscaping. The applicant is in compliance with Article 8 of the Unified Development Code.

Mr. Collins stated the Development Review Committee recommends approval of this request.

Chairperson Motley asked if the building had a bay door in order to conduct Minor Auto Repairs on the property. Mr. Collins replied no.

After some discussion on what is considered Minor Auto Repairs and Make Read Repairs, Mr. Norwood stated staff would work with the applicant on the wording.

Chairperson Motley noted there were no other questions for staff, opened the public hearing, and called for individuals wishing to speak on this item.

Tobias Velasquez, 6914 Ahair Avenue, Dallas, TX stepped forward representing the case and to answer questions from the commission.

Chairperson Motley stated the applicant needs to understand and should indicate what the tenant can and cannot do on the property and should include it in the lease agreement it is his responsibility as the owner to check on the property to make sure the tenant is following the city's requirements. He has seen businesses fail, because of the tenant not following the rules we have a Code Enforcement Division, and if there are any violations on the property the SUP could be revoked.

There being no further discussion on the case Commissioner Spare moved to close the public hearing and approve case SU180606 as presented and recommended by staff with the removal of the word Minor Auto Repair, and add Make Ready Repairs. The action and vote being recorded as follows:

Motion: Spare

Second: Lopez

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

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Nays: None

Approved: 9-0

Motion: **carried**

Commissioners Comments: None

Commissioner Fisher moved to adjourn the meeting of July 2, 2018. The meeting adjourned at 7:32 p.m.

Lynn Motley, Chairperson

ATTEST:

John Lopez, Secretary

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