



**REGULAR PLANNING AND ZONING COMMISSION
MEETING MINUTES
DECEMBER 3, 2018**

COMMISSIONERS PRESENT: Chairperson Josh Spare, Vice-Chairperson John Lopez, Commissioners Max Coleman, Clayton Fisher, Lynn Motley, Shawn Connor and Eduardo Carranza.

COMMISSIONERS ABSENT: Secretary Cheryl Smith and Bill Moser

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

PUBLIC HEARING AGENDA Item #12– SU141101D/S141101D - Specific Use Permit/Site Plan - 1629 E. Main St (City Council District 5). Planner Ted Helm presented the case report and gave a Power Point presentation to approve an amendment to the existing Specific Use Permit and Site Plan for an additional two (2) buildings totaling 6114 square feet. The subject site 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.

Mr. Helm stated this case is to amend the site plan to allow for a new building as well as finish paving the property for parking. There was an inspection on September 6th that had a number of violations that caused the project to be put on hold while the violations were corrected. They mostly pertained to unpermitted signs and debris on the site. The citations were as follows:

1. A state inspection sign has been added, without the approval of the building official by first obtaining permits and then calling for inspections, underneath the HDA pole sign.
2. The state inspection banner attached to the fence has not been registered with the code compliance office and banners are not allowed to be attached to fences or poles. 1 banner is allowed to be attached to the building if registered.
3. There are several other banners attached to the building that have not been registered with code compliance and exceed the number allowed.
4. Illegal garage sale signs are posted on the iron fence.
5. A wall Sign advertising Diesel Max has been installed without permit
6. No certificate of occupancy on file for this business Diesel Max.
7. There is outside storage of appliances and mattresses in parking spaces designated by the site plan that is not an approved condition of the specific use permit.

8. There is trash and debris scattered about the property not in an approved container.
9. There is parts debris on the ground not in and approved container.

Mr. Helm said as of November 2018, the property is generally compliant with the SUP requirements after the correction of the previous citations. An SUP was approved by City Council on October 17, 2017. The purpose of the SUP was to bring existing operations into compliance and to ensure improvements 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 requirement that in the next 2 years, the concrete drive aisles and parking spaces shall be completed in accordance with Phase II of the approved Site Plan. Since this project pertains specifically to updating the site plan and not the SUP requirements or timelines, staff recommends approval of the amendment to the Specific Use Permit and Site Plan.

Commissioner Lopez asked what is the new building going to be used for. Mr. Jones said the new building would be leased out for the applicant to be able to compensate for the cost of the paving.

Commissioner Coleman asked if the new tenant would also need to obtain their own Certificate of Occupancy. Mr. Jones replied yes.

M. Morgan, Contractor, 1629 E. Main Street, Grand Prairie, TX stepped forward representing the case and to answer questions from the commission.

There being no further discussion on the case commissioner Coleman moved to close the public hearing and approve case SU141101D/S141101D as presented and recommended by staff. The action and vote being recorded as follows:

Motion: Coleman

Second: Lopez

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

Nays: None

Approved: 7-0

Motion: **carried.**