



**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.

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 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.**