

**PLANNING AND ZONING  
SEPTEMBER 17, 2013  
MINUTES**

The regular meeting of the Planning and Zoning Commission was called to order by Chairman McNeese 5:50 p.m. on September 17, 2013, in the Precouncil Conference Room of City Hall, 201 North Ector Drive. Those present included Chairman Richard McNeese, Commission Members George Zahn, LuAnn Portugal, and Jeremy Tompkins.

During the Precouncil meeting:

- City Secretary Kim Sutter gave a briefing regarding proposed amendments to the Unified Development Code related to Political Signs.
- Director of Planning and Economic Development Collins reviewed the regular agenda items.

**MEMBERS AND STAFF PRESENT:**

Chairman Richard McNeese  
Commissioner George Zahn  
Commissioner LuAnn Portugal  
Commissioner Jeremy Tompkins  
Chris Barker, Assistant City Manager  
Kim Sutter, City Secretary  
Hal Cranor, Director of Public Works  
Mike Collins, Director of Planning and Economic Development  
Charles Anderson, Fire Inspector II  
Stephen Cook, Senior Planner  
Alicia Davenport, Administrative Secretary

**MEMBERS ABSENT:**

Vice Chairman Troy Mennis  
Commissioner Monty Huffman  
Commissioner David Brown

**VISITORS:**

Mark Dabney  
Jim Dewey  
Kerri Mellott  
Mike Nawar  
Jason Reyes

**THE INVOCATION AND THE PLEDGE OF ALLEGIANCE:** The Invocation was given by Chairman McNeese and the Pledge of Allegiance was given by Commissioner Portugal.

**ITEM 1            CONSIDER APPROVAL OF PLANNING AND ZONING MINUTES**  
Regular Meeting of August 20, 2013.

Commissioner Tompkins made a motion to approve the minutes for called meeting of August 20, 2013. Commissioner Portugal seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Commissioners Zahn, Portugal, and Tompkins.

Nays: None

Abstention: None

The motion carried: (4-0-0)

**ITEM 2      CASE NO. 13-03-PP – CONSIDER APPROVAL OF PRELIMINARY PLAT**

**Consider a request for a Preliminary Plat changing 6.1715 acres of the Harwood Plaza Addition within the J.P. Halford Survey Abstract 711 to Lots 1 and 2, Block 2, Harwood Plaza Addition within the 900 block of N. Industrial Boulevard.**

Stephen Cook, Senior Planner, gave a brief description of the case. The applicant intends to preliminary plat the 6.17 acres in order to sell a portion of the lot for future development.

A portion of this property was originally platted as Lot 7 and Lot 8 of the Harwood Plaza Addition in 1969. The remainder of the property is unplatted. A site plan and final plat will be prepared for the new Lot 1, Block 2 of the subdivision for development.

The Development Services Group has reviewed the proposed Preliminary Plat and has certified that it meets the technical standards of the City of Euless. Staff recommends approval.

Commissioner Zahn made a motion to approve Case #13-03-PP. Commissioner Tompkins seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Commissioners Zahn, Portugal, and Tompkins.

Nays: None

Abstention: None

The motion carried: (4-0-0)

**ITEM 3      CASE NO. 13-07-SP – CONSIDER A REQUEST FOR A SITE PLAN**

**Motion to recommend approval of a request for a Site Plan for Commercial Development located on Block 1, Lot 1 Regency Center Addition, 1441 W. Airport Freeway.**

Stephen Cook, Senior Planner, gave a brief description of the case. The site contains an existing office building complex. The acquisition of right-of-way for the expansion of the SH 183 corridor has required the property owner to demolish one structure and reconfigure the highway frontage portion of their site.

In reviewing the site plan, the primary concern of the City is the relocation of the existing emergency access, drainage and utility easement (fire lane). While meeting all city requirements, the new fire lane will be shifted to the south and located closer to the existing buildings. The northeast building will be demolished and a new parking area will be constructed. Landscaping for the development is calculated by both the frontage to W. Airport Freeway and Nita Lane. The replacement of landscaping in the new parking area and the existing landscaping on Nita Lane will accommodate the required landscaping for the site.

The Development Services Group has certified that the site plan is in accordance with the requirements of the City of Eules.

Staff recommends approval of the site plan.

Commissioner Portugal made a motion to approve Case #13-07-SP. Commissioner Tompkins seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Commissioners Zahn, Portugal, and Tompkins.

Nays: None

Abstention: None

The motion carried: (4-0-0)

**ITEM 4      HOLD PUBLIC HEARING FOR PLANNED DEVELOPMENT CASE NO. 13-02-PD AND CONSIDER RECOMMENDATION OF AN ORDINANCE**

Receive public input regarding a request to change the zoning of 1.544 acres of land located in the William G. Matthews Survey, Abstract 1052, located northeast of the intersection of S. Main Street and E. Whitener Road, from Single Family Attached Dwelling (R-1A) zoning district into Planned Development (PD) zoning district to allow single family residential, and consider recommendation for an Ordinance.

Chairman McNeese opened the public hearing.

Stephen Cook, Senior Planner, gave a brief description of the case. Silver Bay Group proposes to develop an eight (8) lot single-family detached subdivision. The proposed planned development zoning district will establish enhanced, unique design standards

for the project. The current zoning of this property would allow the construction of townhomes, which could be built at a density of nine (9) units to the acre.

### Summary of Requested Modifications

Standards	R-1A	Requested PD
Maximum Density	9 Units Per Acre	5.1 Units Per Acre
Minimum Lot Size	3,750 SF	6,000 SF
Minimum Lot Width	32 FT	50 FT
Minimum Living Floor Area	1,100 SF	1,800 SF
Minimum Front Yard Setback	25 FT	20 FT – 4 Lots 25 FT - 2 Lots 15 FT – 2 Lots
Minimum Rear Yard Setback	15 FT	15 FT
Minimum Side Yard Setback	Interior 10 FT Corner 15 FT	Interior 5 FT Corner 15 FT

### Design Standards

*Lots* – The proposed development standards are similar to the R-1L standards with some exceptions. The minimum lot size will be 6,000 SF. Sidewalks will be installed on this subdivision. The two lots of Block B will have a fifteen foot (15') building setback and a twenty foot (20') garage setback to allow the future homeowners to have a backyard. Otherwise, the sight visibility standards of the City would severely impact the size of the backyard. The site has several existing trees on the north side of the tract. the developer will attempt to preserve several of these trees in the development process.

*Architectural Standards* – A list of architectural features are established as requirements within the Planned Development ordinance. These include: brick soldier coursing around windows where brick is used; minimum roof pitch of 6:12; wood or simulated wood panel garage doors; recessed windows; homes with stoop and portico front entry ways.

*Building Elevations* – Typical building elevations are included as attachments to the Planned Development ordinance which show arrangement fenestration of the building in relation to the building mass.

*Exterior Enhancements* – A masonry wall will be constructed along the S. Main and E. Whitener street frontages. A cedar fence with masonry columns will be constructed along the rear property line adjacent to the commercial business to the north.

Staff recommends approval of the Planned Development Ordinance.

Chairman McNeese asked if there were any proponents/opponents. Seeing none, the public hearing was closed.

Commissioner Tompkins asked if sidewalks would be required within the development.

Stephen Cook stated that sidewalks will be required.

Commissioner Zahn asked about the potential impact of there being two (2) story homes adjacent to the existing neighborhood of one story homes to the east.

Mike Nawar, Silver Bay Group representative, responded that the lots in question have each been sold and one story homes will be constructed on each lot.

Chairman McNeese inquired about the masonry fence and price point of the homes.

Mr. Nawar, stated that the masonry fence would be built to the standards of the City of Euless and provided pictures of his fence product from his other developments. Mr. Nawar stated that the price point is \$175,000 to \$200,000.

There were no further questions from the Commission.

Commissioner Zahn made a motion to approve Case #13-02-PD, with an amendment to the Planned Development as presented to require only one story homes to be constructed on Lots 3-6, Block A. Commissioner Tompkins seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Commissioners Zahn, Portugal, and Tompkins.

Nays: None

Abstention: None

The motion carried: (4-0-0)

There being no further business the meeting was adjourned at 7:05 p.m.

---

Chairman McNeese

---

Date