

**PLANNING AND ZONING
JULY 21, 2015
MINUTES**

The regular meeting of the Planning and Zoning Commission was called to order by Chairman Richard McNeese at 5:35 p.m. on July 21, 2015 in the Precouncil Conference Room of City Hall, 201 North Ector Drive. Those present included Chairman Richard McNeese, Vice Chairman LuAnn Portugal, Commission Members David Brown, Steve Ellis, Ron Dunckel, Kenny Olmstead, and George Zahn.

During the Pre-Session Meeting:

- Development Update; Glade Parks, Glade Parks South, MidTown
- Review Agenda Items

**PLANNING AND ZONING CONSIDERATION OF SCHEDULED ITEMS –
PRECOUNCIL CONFERENCE ROOM**

The Eules Planning and Zoning continued their meeting in the Precouncil Conference Room at 6:30 p.m. for consideration of scheduled items.

MEMBERS AND STAFF PRESENT:

Chairman Richard McNeese
Vice Chairman LuAnn Portugal
Commissioner David Brown
Commissioner Kenny Olmstead
Commissioner Ronald Dunckel
Commissioner Steve Ellis
Commissioner George Zahn
Hal Cranor, Director of Public Works
Mike Collins, Director of Planning and Economic Development
Stephen Cook, Senior Planner
Don Sheffield, Building Official
Paul Smith, Fire Marshal

MEMBERS ABSENT:

VISITORS:

Stacy Pacholick
Shonda Schaefer
John Rose
John Zikos
Bobby Baker
Tenicia Baker
Alex Alvaraz
Miraranda Pittillo
Council Member Linda Eilenfeldt

Council Member Jeremy Thompkins
Council Member Perry Bynum

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

ITEM 1 CONSIDER APPROVAL OF PLANNING AND ZONING MINUTES
Regular Meeting of July 21, 2015.

Vice Chairman Portugal made a motion to approve the minutes for called meeting of July 21, 2015. Commissioner Ellis seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, Commissioners Zahn, Olmstead, and Dunckel

Nays: None

Abstention: Commissioner David Brown, Commissioner Steve Ellis

The motion carried: (5-0-2)

ITEM 2 CASE NO. 15-04-FP – CONSIDER A REQUEST FOR A CONVEYANCE PLAT

Approve a request for a Conveyance Plat to be located on 17.8 acres out of the B.B.B & C. Railroad Co Survey, Abstract No. 204 and J. Doss Survey, Abstract 441, tracts 3A, 3B, 4B, 4B2b, 4B5A1, 4B5, 4B5A, 5B, located north of Cheek-Sparger Road, west of Rio Grande Boulevard

Stephen Cook, Senior Planner, gave a brief description of the case. Under the Eules Unified Development Code, a property owner may subdivide land greater than five acres in size by conveyance plat. A conveyance plat is not used for the construction of new development, rather for the ability to sell property for development purposes. Once approved, the conveyance plat is recorded with the county and the property may then be conveyed. Further site plans, constructions plans, and final plats are required for the development to occur. The purpose of this conveyance plat is to subdivide property for the purposes of commercial development as part of the Glade Parks South area.

The Development Services Group (DSG) has reviewed and certified the application has met all of the information required for consideration by the City of Eules.

There were no questions or comments presented by the Commission.

Commissioner Brown made a motion to approve case # 15-04-FP. Commissioner Dunkel seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, Commissioners Brown, Ellis, Zahn, Olmstead, and Dunckel

Nays: None

Abstention: None

The motion carried: (7-0-0)

ITEM 3 CASE NUMBER 15-06-SP - CONSIDER A REQUEST FOR A SITE PLAN

Approve a request for a Site Plan for Commercial development proposed to be located on 17.8 acres out of the B.B.B. & C. Railroad Co Survey, Abstract No. 204 and J. Doss Survey, Abstract 441, tracts 3A, 3B, 4B, 4B2B, 4B5A1, 4B5A, 5B located north of Cheek-Sparger Road, west of Rio Grande Boulevard.

Stephen Cook, Senior Planner, gave a brief description of the case. The Glade Parks South planned development established land uses and development standards for individual sub-districts within the overall property. The sub-district located along Cheek-Sparger Road is intended for big-box and commercial development. The site plan for consideration includes a 98,000 SF primary grocery store with fuel station and two in-line retail for lease buildings, which total 19,000 SF.

Dual Jurisdictions – The site resides in both the City of Euless and the City of Bedford, with the two cities having approved similar planned development zoning for the development. An Interlocal Agreement was also approved by the respective City Councils that established a process for the management of the development, as well as a revenue sharing of taxes generated from the commercial/retail development. The agreement established that the City of Euless would take the lead on the site plan consideration process. Bedford staff completed a review of the site plan and represented that their DRC concluded that the application was in substantial compliance with the Glade Parks South PD requirements adopted by the City of Bedford.

Access – There are four primary access points to the site. Connection will be made from Rio Grande Boulevard which is a controlled intersection allowing egress from the site for traffic heading east on Cheek-Sparger or north on Rio Grande. There are three entrances from Cheek-Sparger, one at the fuel island and two further west along the frontage of the road. These will provide access to the development, as well as delivery access to the rear of the grocery store.

Parking – The site contains 1084 parking spaces which is in excess of the minimum parking requirements of the City. The emergency access, drainage and utility easements (EADUEs) are compliant with City regulations.

Landscaping – Landscaping will be provided through numerous street trees along the two primary roads, throughout the parking areas of the site, and clustered around the buildings. In addition to trees, there will also be landscaped areas of shrubs and ground cover.

Floodplain – On the north side of the development is significant floodplain along the Bear Creek. The development will be seeking a conditional letter of map revision (CLOMR) from the federal government to modify the limits of the 100 year floodplain and redesign the site so it is developable and doesn't cause additional downstream issues.

The Development Services Group has certified that the site plan is in accordance with the requirements of the Glade Parks South Planned Development Ordinance.

Commissioner Portugal asked questions related to the capacity of Cheek-Sparger Road to handle the additional traffic generated by the new development. Director of Planning and Economic Development explained that a Traffic Impact Study had been completed in cooperation with the City of Colleyville related to Heritage Avenue. With the installation of traffic signals at Rio Grande Boulevard and Cheek-Sparger Road, the study indicated that the level of service will only diminish slightly. The study also concluded that a dedicated right turn lane for southbound Heritage Road traffic to go west of Cheek-Sparger Road should be installed. The Master Developer, who will be constructing the urban lofts, will install the right lane improvement as part of the Urban Loft development. In addition, monies were put up in escrow by the Master developer that would be used towards installation of traffic signals at Cheek-Sparger and Heritage, if warranted in the future.

Commissioner Dunkel asked questions about the storm water runoff and the retaining wall that will be constructed on the north side of the project, south of the flood plain area.. The applicant's representative Mr. Rose explained that the base flood elevation will not be altered. The drainage system will be designed so that storm water flow will not increase above current levels and there will be no impact upstream and downstream.

Commissioner Brown asked questions related to the function of the retaining wall and the design. Mr. Rose said that the maximum height of the wall will be approximately 14 feet on the west end, and will gradually decrease in height as it gets closer to Rio Grande. Mr. Rose explained that the final design of the retaining wall will incorporate a barrier (constructed on the top of the wall) that will not only prevent individuals from climbing over the retaining wall, but will also capture trash.

Commissioner Zahn made a motion to approve case # 15-06-SP. Commissioner Ellis seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, Commissioners Brown, Ellis, Zahn, Olmstead, and Dunckel

Nays: None

Abstention: None

The motion carried: (7-0-0)

ITEM 4 CASE NUMBER 15-09-SUP - HOLD PUBLIC HEARING FOR SPECIFIC USE PERMIT CASE NO. 15-09-SUP, AND CONSIDER RECOMMENDATION FOR AN ORDINANCE

Receive public input regarding the request for a Specific Use Permit for Used Merchandise in Texas Highway 10 Multi-Use Zoning District (TX-10) zoning on Park Crestmoor Addition, Block 2, Lot 24-R-2-B, 700 W. Euless Boulevard and consider recommendation of an Ordinance.

Chairman McNeese opened the public hearing.

Stephen Cook, Senior Planner, gave a brief description of the case. Mr. Mowers is the Director of Resale for GRACE. The used merchandise retail site will be known as GRACEful Buys. The organization intends to lease 10,000 square feet in the former auto parts store for a retail storefront and merchandise warehouse. The interior space will be utilized as retail showroom, as well as warehouse storage. The majority of the on-site donated items will be sent to their primary processing center in Grapevine prior to placement in the retail area. GRACE will accept some on site donations for immediate sale. A recommended condition of the SUP would limit donations to the rear of the store during business hours and all items stored interior to the building.

The Development Services Group (DSG) has reviewed and certified the application has met all of the information required for consideration by the City of Euless. Staff recommends approval with the following conditions:

- a. Tied to the business owner, Grapevine Relief and Community Exchange; and,
- b. Tied to the business name, GRACEful Buys; and,
- c. All merchandise shall be displayed within the store and not exterior to the building; and,
- d. Drop-off of donated items shall be conducted to the rear of the store during business hours and all items immediately placed within the interior of the building; and,
- e. Any drop-off donated items left exterior to the store shall be removed in a timely manner; and,
- f. The term of this Specific Use Permit shall be granted for a period of one (1) year in order to gauge the further appropriateness of the use at the specific location; and,
- g. The Specific Use Permit may be revoked if one or more of the conditions imposed by this permit has not been met or has been violated.

Shonda Schaefer, 3137 Fox Run Drive, Grapevine, TX, is the Executive Director of G.R.A.C.E. Mrs. Schaefer said that Grace is just thrilled to come to Euless and have had a fantastic experience here so far. Staff has been more than accommodating and a wonderful resource.

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

There were no questions presented by the Commission.

Vice-Chairman Portugal had one comment that the location is a wonderful spot for this use and is great utilization of a vacant building.

Chairman McNeese, noted for the record, that he will be abstaining from the vote due to a long term professional working relationship with G.R.A.C.E. and that an Affidavit of Conflict of Interest has been recorded with the City Secretary's Office.

Vice Chairman Portugal made a motion to approve case #15-09-SUP with the conditions as written. Motion seconded by Commissioner Olmstead. The vote was as follows:

Ayes: Vice Chairman Portugal, Commissioners Brown, Ellis, Zahn, Olmstead, and Dunckel.

Nays: None

Abstention: Chairman McNeese,

The motion carried: (6-0-1)

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

Chairman McNeese

Date