

**CITY OF EULESS  
PLANNING AND ZONING COMMISSION  
APRIL 5, 2016  
MINUTES**

A regular meeting of the Planning and Zoning Commission was called to order by Chairman Richard McNeese at 5:35 p.m. on April 5, 2016 in the Pre-Council Conference Room of City Hall, 201 North Ector Drive. Those present included Chairman Richard McNeese, Vice Chairman LuAnn Portugal, and Commission Members: Eric Owens, Kenny Olmstead, Ronald Dunckel, and Steve Ellis. Commissioner David Brown was not in attendance.

During the Pre-Session Meeting:

- Senior Planner Stephen Cook reviewed the regular agenda.
- Director of Planning and Economic Development Mike Collins presented the Development Update covering Glade Parks, Glade Parks South, Mid-Town, Gala at Oak Crest, and Riverwalk!

**PLANNING AND ZONING CONSIDERATION OF SCHEDULED ITEMS – COUNCIL CHAMBERS**

The Euleess Planning and Zoning Commission continued their meeting in the Council Chambers at 6:32 p.m. for consideration of scheduled items.

**STAFF PRESENT:**

Mike Collins, Director of Planning and Economic Development  
Hal Cranor, Director of Public Works  
Paul Smith, Fire Marshall  
Stephen Cook, Senior Planner  
Don Sheffield, Building Official  
Mollie Snapp, Administrative Secretary

**VISITORS:**

Zack Penn  
Jim Dewey  
Mike Haecker  
Bhanu Kharel  
Ram Pokhrel  
David Crandell  
Brent Caldwell  
Todd Phillips

Bill Duran  
Maria Duran  
David Auginbaugh  
Eddie Price  
Cindy Chan  
Lori Tsuji  
Susan Mendez  
Louis Mendez

Betty Dalk  
Jamir Gyandi  
Eileen Johnson  
Nancy Elliot  
Steve Elliot  
Doris Hammond

**INVOCATION**

Vice Chairman Portugal gave the invocation.

**THE PLEDGE OF ALLEGIANCE**

Chairman McNeese led the pledge of allegiance.

**ITEM 1. APPROVED PLANNING AND ZONING MINUTES**

Commissioner Ellis made a motion to approve the minutes for the regular meeting of March 1, 2016. Commissioner Dunckel seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, and Commission Members: Owens, Olmstead, Dunckel, and Ellis.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (6-0-0)

**ITEM 2. HELD PUBLIC HEARING FOR PLANNED DEVELOPMENT CASE NO. 16-02-PD AND APPROVED RECOMMENDATION OF AN ORDINANCE**

Chairman McNeese opened the public hearing at 6:38 p.m.

Mr. Cook, gave a brief description of the case. The five lots within this zoning change request were acquired by the City of Euless through subsequent events related to the amortization of apartments previously located at the intersection of Dickey Drive and East Alexander Drive. The City Council authorized the sale of these city owned lots through a sealed bid auction. Bloomfield Homes was the highest bidder. A condition of the closing on the sale of the property was that land use entitlement be secured. As its' current owner, the city is initiating the zone change request. The intent of this rezoning is to emulate the single family design quality standards which were previously approved by Bloomfield Homes for development of the Gala at Oak Crest subdivision which is located along East Euless Boulevard to the north and west of this site. The property is zoned R-1 single family residential. The City's intention with this proposed Planned Development is to increase the single family presence in the neighborhood, enhance opportunities for home ownership in the community, and to contribute positively to the continued redevelopment of this area. The proposed planned development zoning district will establish architectural design standards for the project that are the same as the Gala at Oak Crest and other recently approved subdivisions located south of State Highway 10.

**Summary of Requested Standards**

<b>Standards</b>	<b>Requested PD</b>
Minimum Lot Size	6,000 SF
Minimum Living Floor Area	1,800 SF
Minimum Front Yard Setback	20 FT
Minimum Rear Yard Setback	15 FT
Minimum Side Yard Setback	Interior 5 FT Corner 15 FT

*Lots* – The lots will be a minimum of 6,000 square feet.

*Architectural Standards* – A list of architectural features are established as requirements within the Planned Development ordinance and are similar as has been approved through previous planned developments such as Bloomfield Homes within South Euless. The list of features is attached as part of the ordinance for the Planned Development.

Staff recommends approval of the Planned Development Ordinance. A Site Plan will be required to be submitted in order to develop the property.

Chairman McNeese asked to hear from any proponents/opponents wishing to speak.

Doris Hammond, 207 Dickey Drive, Euless, Texas, expressed her concerns about there not being sufficient garage space in the new development to store parked vehicles.

Mr. Collins stated that Development Standards ensure that there will be front entry, two-car garage space at each new home.

Chairman McNeese closed the public hearing at 6:45 p.m.

Vice Chairman Portugal complimented Bloomfield Homes on their work done in the City.

There were no further questions or comments presented by the Commission.

Commissioner Dunckel made a motion to approve Case No. 16-02-PD. Vice Chairman Portugal seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, and Commission Members: Owens, Olmstead, Dunckel, and Ellis.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (6-0-0)

**ITEM 3. HELD PUBLIC HEARING FOR PLANNED DEVELOPMENT CASE NO. 15-10-PD AND APPROVED RECOMMENDATION OF AN ORDINANCE**

Chairman McNeese opened the public hearing at 6:46 p.m.

Mr. Cook gave a brief description of the case. The subject parcel for the rezoning has been owned by the Hurst Eules Bedford Independent School District (HEB ISD) for many years. Concluding that the site is no longer to be considered for additional capital improvement for HEB ISD, the Board of Trustees authorized the property to be sold through a sealed bid auction. Key Life Homes is the highest bidder. A condition of closing on the property is for Key Life Homes to secure land use entitlement. Key Life Homes is proposing to develop the property for a single family residential development. The property is currently zoned R-1 single family detached dwelling district. Key Life Homes is requesting to rezone the property to a Planned Development district in order to manage and design the property to alternative design standards in order to efficiently utilize the property and to bring forward a higher quality housing development.

**Summary of Requested Standards**

<b>Standards</b>	<b>R-1 Zoning</b>	<b>Requested PD</b>
Minimum Lot Size	7,500 SF	6,000 SF (avg 7,935 SF)
Minimum Living Floor Area	1,700 SF	2,000 SF (avg 2,300 SF)
Minimum Front Yard Setback	25 FT	15 FT
Minimum Rear Yard Setback	15 FT	15 FT
Minimum Side Yard Setback	9 FT one side, 4 FT other Adjacent to street 15 FT	Interior 7 FT Adjacent to Street 15 FT
Minimum Lot Width	65 FT	54 FT

*Lots* – The lots will be a minimum of 6,000 square feet with an average of 7,935 square feet. Seven of the lots (16.7 percent) are less than 7,000 square feet. Ten lots (23.8 percent) are between 7,000 square feet to 7,499 square feet. 25 lots (59.5 percent) are greater than 7,500 square feet. The lot configuration has larger lots around the corners of the subdivision to create the needed drainage areas on the north portion of the subdivision.

*Architectural Standards* – A list of detailed architectural features are established as requirements within the Planned Development ordinance and contain standards similar to those that have been approved through previous planned developments. The proposed subdivision is surrounded by three sides by well-established neighborhoods with primarily single story development. Therefore, the condition is established that all rear facing second story windows on lots to the exterior of the subdivision shall have translucent, but not transparent windows in order to protect privacy of the surrounding neighborhoods. The list of features is attached as part of the ordinance for the Planned Development. MJ Wright is the architect for the proposed development.

Staff recommends approval of the Planned Development Ordinance.

Chairman McNeese asked to hear from any proponents/opponents wishing to speak.

Jim Dewey, JDJR Engineers, 2500 Texas Drive #100, Irving, Texas, representing Key Life Homes, was present to address any questions and provided an overview of the development, including lot measurements and the layout of the proposed development.

Zach Penn, Key Life Homes, 300 Running Bear Court, Euless, Texas, presented information relative to the proposed elevations and aesthetic details of the homes to be constructed.

Eileen Johnson, 1707 Chittam Drive, Euless, Texas, expressed her concerns with regard to drainage, privacy of adjacent property owners, preservation of trees, and also requested eight foot fencing as opposed to six foot.

Susan Mendez, 1701 Chittam Drive, Euless, Texas, inquired about the size of the rear yards and expressed her support for preservation of the existing trees.

David Crandall, 1607 Chittam Drive, Euless, Texas, expressed his opposition to the development citing decreased property value and privacy concerns.

Chairman McNeese closed the public hearing at 7:12 p.m.

Mr. Dewey addressed the questions pertaining to drainage, the preservation of trees and the devaluation of current homes. Mr. Dewey gave further lot measurement information pertaining to rear yards.

Mr. Collins asked Jim Dewey about the lot sizes of Lot 24 and 25.

Mr. Dewey gave the lot sizes for the two lots.

Michael J. Wright, MJW Architects, 8233 Mid-Cities Boulevard, #A, North Richland Hills, Texas, discussed placement and details of rear windows on the two story homes to be built in order to address the privacy concerns as well as having a fire safety egress.

Mr. Collins asked if the builder would consider changing the height of the fence.

Mr. Penn stated that Key Life Homes would prefer to stay at the standard height to keep with the consistency of the community.

Commissioner Dunckel asked if the builder plans to deviate from the elevations presented depending on the purchasers to custom fit the lots.

Mr. Wright stated that the elevations presented were general representations of the characteristics of the home design.

Commissioner Olmstead expressed his thanks to the developers in addressing the drainage.

Chairman McNeese asked Mr. Collins to comment of the loss of greenspace.

Mr. Collins stated that the land was zoned for Single Family Residential and the property owner is exercising their right to develop the land.

There were no further questions or comments presented by the Commission.

Commissioner Dunckel made a motion to approve Case No. 15-10-PD. Commissioner Olmstead seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, and Commission Members: Owens, Olmstead, Dunckel, and Ellis.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (6-0-0)

**ITEM 4. HELD PUBLIC HEARING FOR PLANNED DEVELOPMENT CASE NO. 16-01-PD AND APPROVED RECOMMENDATION OF AN ORDINANCE**

Chairman McNeese opened the public hearing at 7:37 p.m.

Mr. Cook gave a brief description of the case. Lennar Homes is the developer and home builder of four subdivisions within the Riverwalk Planned Development zoning district during the past four years. Due to the strong home sales within these subdivisions, the company has requested the opportunity to increase their largest subdivision, The Dominion at Bear Creek. The subject parcel is located immediately to the west of the existing subdivision. The development proposes 67 single family residential lots and five open space lots.

*Zoning* – The proposed Planned Development zoning has been edited from the original Riverwalk Planned Development ordinance. All of the single-family development and design standards as well as the street, frontage, and lot types will be the same as the existing Riverwalk development.

*Lots, Streets and Frontage Types* – The lot type for the subdivision will be a R5 front-garage loaded product. Streets will be the R1 residential street widths with a minimum of 28 feet of pavement.

*Infrastructure and Architectural Standards* – The standards are the same as originally approved for the Riverwalk Planned Development including: the usage of reclaimed

water for community open space irrigation; an assessment of \$1,000.00 per lot collected at the time the building permit issued; and, the single-family architectural standards.

Staff recommends approval of the Planned Development Ordinance.

David Auginbaugh, Lennar Homes, 1717 Marketplace Boulevard, Suite 100, Irving, Texas, was present to address any questions and gave an overview of their additional communities in Euless.

Chairman McNeese asked to hear from any proponents/opponents wishing to speak.

Todd Phillips, Federation of State Medical Boards, 400 Fuller-Wiser Road, Euless, Texas indicated that he was not opposed to the whole proposal and expressed his desire to see more commercial development in the Riverwalk Development. Mr. Phillips expressed concerns on behalf of his business about being too near residential development, providing photos, and requested that the developer put in a greenspace buffer zone between the Federation's property and the new home development. Mr. Phillips stated that he offered to purchase six of the lots of the new development in order to make this happen.

Mr. Collins asked Mr. Phillips to further explain what his request for a buffer.

Mr. Phillips used visual aid to explain exactly where he would like to see a greenspace buffer added.

Mr. Collins asked if it was the visual angle that concerned Mr. Phillips.

Mr. Phillips confirmed that to be true.

Mr. Collins then stated that a height buffer would be needed more so than greenspace.

Mr. Phillips disagreed stating that a space buffer or a height buffer would work. Mr. Phillips also stated how this residential development has devalued his business and would like the development moved away from the property.

Chairman McNeese stated that the City has attempted to commercially develop in that area for 40 years.

Mr. Collins explained the possible processes that could happen. He informed Mr. Auginbaugh with Lennar that he could respond to Mr. Phillips as a corporate citizen of this community. Mr. Auginbaugh cannot be forced to add anything to someone else's property because that is not subject to this Planned Development Case. Lennar could construct something in the rear yards of the southern lots.

Mr. Auginbaugh was unable to come up with a solution that would be tall enough to cover a two story view or far enough away to resolve the desired outcome.

Mr. Collins offered an exception to the fence height as a condition in the planned development.

Mr. Auginbaugh was concerned that even doubling the height of the fence would not solve the issue and it would not compliment the community. Mr. Auginbaugh stated that the buffer on Midway was desirable to have as it's a corridor but moving the development would not provide enough buffer to achieve the privacy needed. Mr. Auginbaugh expressed that the site is a challenge as it's long and thin so options are limited.

Mr. Collins inquired about species of trees that would acquire a height of 25 to 30 feet.

Mr. Auginbaugh suggested crepe myrtles but mentioned that they would take time to mature.

Mr. Cook followed up by naming various trees along with their pros and cons stating that time would be an issue as height would take years to achieve.

Chairman McNeese mentioned that unless Lennar could offer up a solution the commission should table the case.

(Secretary's Note: Commissioner Steve Ellis excused himself from the meeting at 8:09 p.m.)

Mr. Auginbaugh stated that Lennar would offer to pay to install landscaping on the Federation's property that the Federation would maintain.

Mr. Phillips accepted this solution, mentioning that a greenspace buffer would still be the wisest course of action.

Chairman McNeese closed the public hearing at 8:19 p.m.

Commissioner Owens commented that the Commission should take into consideration the need for Lennar to insert a greenspace buffer on the south end of the property.

Chairman McNeese explained that the commercial business on the south property is a separate issue.

Commissioner Olmstead suggested that the Commission table the issue until their next meeting.

Chairman McNeese explained that the Commission should only take into consideration the effectiveness of use on this site for the planned development asking the Commission to decide if the case before them is the best use for that property on its own.

Commissioner Olmstead confirmed that he understood and stated that he was ready to move forward with voting on the case.

There were no further questions or comments presented by the Commission.

Chairman McNeese made a motion to approve Case No. 16-01-PD. Vice Chairman Portugal seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, and Commission Members: Owens, Olmstead, Duncel, and Ellis.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (5-0-0). (Commissioner Steve Ellis was not present for the vote).

#### **ITEM 5. CASE NO. 16-01-SP – CONSIDER A REQUEST FOR A SITE PLAN**

Mr. Cook gave a brief description of the case. The Planned Development ordinance specifically requires the approval of a site plan for a single family residential development. Normally applied to multi-family and non-residential development, the site plan process allows city staff, the Planning and Zoning Commission, and the City Council to examine the proposed aesthetic nature and quality of construction details which are usually outside of the typical technical subdivision requirements. The builder/developer proposes this subdivision to be integrated into the Dominion at Bear Creek subdivision located to the east and be fully marketed as such. The streets will be publically maintained.

*Site Layout.* This property is located within the T4a transect sub-zone, which permits single-family detached. The developer is proposing to develop R5 type lots with a single-family detached product. The subdivision will contain 67 residential lots and 5 open space lots.

The R5 lot is typically 50 feet x 120 feet with five foot side yard setbacks, 15 foot front setback, and 20 foot rear setback. The homes built on the 6,000 square foot lots must be a minimum of 1,700 square feet, with the minimum average size of 2,000 square feet.

There will be masonry screening walls, entryway features, and common open space areas, which will be maintained by the Homeowners Association. Sidewalks will lead from the internal streets to the sidewalk open space area to be constructed along Fuller-Wiser Road. This trail will connect with the sidewalks along Midway Drive and eventually tie into a future trail connecting to the City of Euless trail network. All of the

lots will have a minimum six foot sidewalk and nine foot parkway in front of the homes which will provide a wide pedestrian connection within the subdivision.

*Fencing, Screening and Landscaping:* The proposed project has multiple areas of different landscape elements and screening. Masonry screening walls will be constructed adjacent to open space on Fuller-Wiser and along Midway Drive.

*Signage:* Primary monument signage with enhanced landscaping will be installed at Fuller-Wiser Road.

*Street Trees:* One of the unique opportunities within the single-family development is the inclusion of street trees throughout the subdivision. The developer will install a variety of species types along the block lengths which are in front of the single family homes. The trees will be placed within the nine foot (9') wide parkway which is part of the required street frontage for these lot types. The street trees, which will be maintained by the individual homeowners, will account for the required two trees per lot. The street tree species have been selected to grow in a vertical – single trunk and will be able to be pruned in such a way as to not interfere with the passage of emergency vehicles down the streets.

*Housing Quality:* The Planned Development establishes high quality architectural and design standards for all buildings types throughout the development. In addition to Euless' standard masonry percentage and type requirements, the residential builder is required to provide architectural details for each individual house construction plan. These plans include the front façade, as well as the sides. An example of the quality of the standards is a requirement that there is continuation of the secondary masonry materials, such as stonework, along the first several feet of the side walls of the homes. Additionally, architectural elements such as proportional windows that are taller rather than wide, and roof treatments such as gabling, are required to be continued onto the sides of the homes. The applicant has provided examples of typical home type elevations. To ensure compliance with the ordinance, staff will require that a checklist of compliant design elements be submitted with each building plan for building permit review. The homebuilder intends to annex the development into the Bear Creek Property Owners Association (POA) to continue assessments for the Riverwalk amenity as well as be subject to the quality standards of the POA.

The Development Services Group (DSG) has certified that the project is compliant with these standards. Staff recommends approval of the site plan.

Commissioner Owens asked for further explanation of the process and difference between the planned development and subsequent cases on the same development.

Mr. Mike Collins explained that the vote that took place for the planned development was a recommendation for the City Council, that the site plan covers the development standards for the planned development and that the preliminary plat is an in-house document that prepares us for the final plat that will come later.

Commissioner Owens stated concerns about the process.

Vice Chairman Portugal explained that the planned development would protect the commercial property and that homeowners would not be able to make a complaint when new commercial is built on that property to the south of the development.

There were no further questions or comments presented by the Commission.

Commissioner Dunckel made a motion to approve Case No. 16-01-SP. Commissioner Olmstead seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, and Commission Members: Owens, Olmstead, Dunckel, and Ellis.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (5-0-0).

**ITEM 6. CASE NO. 16-03-PP – CONSIDER APPROVAL OF PRELIMINARY PLAT**

Mr. Stephen Cook gave a brief description of the case. The applicant proposes to preliminary plat 16.162 acres for the development of 67 single family detached dwelling units and five open space lots. Two of the lots adjacent to Amy Way as it connects this phase of the development to the originally platted areas will need to be re-platted. The remainder of the subdivision will be subject to a final plat.

The technical aspects of the subdivision, including setback distances, placement of easements, and street alignment, are in compliance with the regulations of the Planned Development zoning district and the City of Eules Unified Development Code.

Staff is requesting that the Planning and Zoning Commission consider a conditional approval of the Preliminary Plat based on the City Council approval of the Planned Development zoning case 16-01-PD. If upon approval of the zoning case, the preliminary plat will be effectively approved.

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

There were no questions or comments presented by the Commission.

Vice Chairman Portugal made a motion to approve Case No. 16-03-PP with conditions. Commissioner Dunckel seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, and Commission Members: Owens, Olmstead, Dunckel, and Ellis.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (5-0-0)

**ITEM 7. CASE NO. 15-08-FP – CONSIDER APPROVAL OF FINAL PLAT**

Mr. Cook gave a brief description of the case. The applicant proposes to plat Block A, Lots 1, A, B, C, & D of Preserve at Bear Creek Addition Phase One in order to accommodate an urban loft development within the Riverwalk planned development zoning district. The plat submitted to the City of Euless confirms the appropriate easements and boundaries according to City of Euless regulations.

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 of the final plat.

There were no questions or comments presented by the Commission.

Commissioner Olmstead made a motion to approve Case No. 15-08-FP. Chairman Portugal seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, and Commission Members: Owens, Olmstead, Dunckel, and Ellis.

Nays: None

Abstention: None

Chairman McNeese declared the motion carried. (5-0-0)

**ITEM 4. ADJOURN**

There being no further business, the meeting was adjourned at 8:33 p.m.

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Chairman Richard McNeese

Date