

**CITY OF EULESS
PLANNING AND ZONING COMMISSION
SEPTEMBER 6, 2016
MINUTES**

A regular meeting of the Planning and Zoning Commission was called to order by Chairman Richard McNeese at 5:30 p.m. on September 6, 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.

PLANNING AND ZONING CONSIDERATION OF SCHEDULED ITEMS – PRE-COUNCIL CONFERENCE ROOM

The Eules Planning and Zoning Commission continued their meeting in the Pre-Council Conference Room of City Hall at 6:29 p.m. for consideration of scheduled items.

STAFF PRESENT:

Mike Collins, Director of Planning and Economic Development
Stephen Cook, Senior Planner
Hal Cranor, Director of Public Works
Charles Anderson, Fire Inspector III
Mollie Snapp, Administrative Secretary
Tesla Worth, Administrative Secretary

VISITORS:

Amanda Mata
Judy Telman
Brent Caldwell
Josh Steiger

INVOCATION

Chairman McNeese gave the invocation.

THE PLEDGE OF ALLEGIANCE

Vice Chairman Portugal led the pledge of allegiance.

ITEM 1. APPROVED PLANNING AND ZONING MINUTES

Commissioner Dunckel made a motion to approve the minutes for the regular meeting of August 9, 2016. Commissioner Olmstead seconded the motion. The vote was as follows:

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

Nays: None

Abstention: Vice Chairman Portugal

Chairman McNeese declared the motion carried. (5-0-1)

ITEM 2. HELD PUBLIC HEARING FOR ZONING CHANGE CASE NO. 16-02-ZC, AND CONSIDERED A RECOMMENDATION FOR AN ORDINANCE

Chairman McNeese opened the public hearing at 6:33 p.m.

Senior Planner Stephen Cook gave a brief description of the case. A representative of the applicant, Beth Le Friante, is the Trustee of the Gagon Family Trust. The Trust is the owner of the Jack-in-the-Box parcel, on which Jack-in-the-Box operates under a ground lease. Due to the Airport Freeway widening, TxDOT has acquired property adjacent to N. Main Street where head-in parking had been provided on the Jack-in-the-Box property. Because of this circumstance, Jack-in-the-Box lost the necessary number of parking spaces to remain in full operation. The property located at 109 E. Fuller Drive could be utilized to create a new parking area and provide the necessary number of parking spaces to enable the restaurant to reopen with indoor dining. The parcel is currently zoned Single Family Detached Dwelling District (R-1) and would not allow the property to be used to create parking for a commercial business. The applicant proposes to change the property to Neighborhood Business District (C-1) to match the existing zoning of the Jack-in-the-Box property. The Gagon Family Trust is under contract to purchase the 109 E. Fuller Drive property.

There are two existing single family residences immediately adjacent to the 109 E. Fuller Drive parcel and are located at 111 E. Fuller Drive and 203 Salem Drive. To mitigate any potential negative consequences commercial redevelopment would bring, specific standards must be followed to develop the parcel for parking. A six foot masonry screening wall must be installed and a five foot landscape buffer established with six foot tall evergreen plantings. In addition, there can be no glare or trespass from lighting installed in the parking lots.

Immediately to the south of the existing Jack-in-the-Box and the 109 E. Fuller Drive parcel is E. Fuller Drive. Directly related to the Airport Freeway expansion; the portion of E. Fuller Drive between N. Main Street and the westbound service road has now been

closed. The E. Fuller Drive right-of-way is controlled by the City of Euless. Adjacent to the E. Fuller Drive right-of-way is TxDOT owned right-of-way. There is a formal process that must be followed for TxDOT, which could take up to a year or longer, to declare any rights-of-way as surplus. Once the right-of-way has been declared surplus, opportunities could be created to join 109 E. Fuller Drive with the city and state right-of-way, creating a new development opportunity. However in the short term, if the zone change is approved, 109 E. Fuller Drive could be utilized for the benefit of the Jack-in-the-Box.

Staff recommends approval of the zone change.

Chairman McNeese asked if the owners or representatives were present, if they wished to speak to the group.

Mr. Cook stated that they were not present.

Director of Planning and Economic Development Mike Collins stated for clarification that the owners and their representatives were in California.

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

Seeing none, Chairman McNeese closed the public hearing at 6:37 p.m.

Commissioner Olmstead asked Mr. Collins if the city would consider a vacation of right-of-way by any adjacent property owners on Fuller Drive.

Mr. Collins explained that City Council would have to authorize that, and that in the future, the staff would recommend that coupled with any surplus property abandoned by the state, Fuller Drive would be abandoned.

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

Vice Chairman Portugal made a motion to approve Case No. 16-02-ZC for a Zoning Change for 109 E. Fuller Drive from Single Family Detached Dwelling District (R-1) into Neighborhood Business District (C-1). Commissioner Ellis 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. CONSIDERED APPROVAL OF FINAL PLAT CASE NO. 16-05-FP

Senior Planner Stephen Cook gave a brief description of the case. The applicant proposes to plat Block J, Lot 1 of Glade Parks Addition in order to accommodate a movie theater within the Glade Parks development. The plat submitted to the City of Euless conforms to 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 Ellis made a motion to approve Case No. 16-05-FP for a Final Plat to be located on 6.009 acres to be platted as Glade Parks Addition, Block J, Lot 1, located at 2601 Brazos Boulevard. Commissioner Owens 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. CONSIDERED APPROVAL OF FINAL PLAT CASE NO. 16-07-FP

Senior Planner Stephen Cook gave a brief description of the case. The applicant proposes to plat Block C, Lot 1 of Glade Parks Addition in order to accommodate a restaurant within the Glade Parks development. The plat submitted to the City of Euless conforms to 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. 16-07-FP for a Final Plat to be located on 1.668 acres to be platted as Glade Parks Addition, Block C, Lot 1 located at 2521 State Highway 121. 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 5. CONSIDERED APPROVAL OF FINAL PLAT CASE NO. 16-08-FP

Senior Planner Stephen Cook gave a brief description of the case. The applicant proposes to plat Block K, Lot 10 of Glade Parks Addition in order to accommodate a fitness center within the Glade Parks development. The plat submitted to the City of Euless conforms to the appropriate easements and boundaries according to City of Euless regulations. A Site Plan (15-12-SP) was approved by the city on February 23, 2016.

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 Dunckel made a motion to approve Case No. 16-08-FP for a Final Plat to be located on 3.500 acres to be platted as Glade Parks Addition, Block K, Lot 10 located at 2401 Rio Grande Boulevard. 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 6. CONSIDERED APPROVAL OF FINAL PLAT CASE NO. 16-09-FP

Senior Planner Stephen Cook gave a brief description of the case. The final plat is under consideration in order to plat 34 residential lots and three open space lots as an addition within the Riverwalk Planned Development Zoning District. The area was originally designated as Phase IV of the Dominion at Bear Creek. The subdivision is now branded as The Enclave at Bear Creek. The plat submitted to the City of Euless conforms to 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 Owens made a motion to approve Case No. 16-09-FP for a Final Plat to be located on 15.597 acres to be platted as The Enclave at Bear Creek Addition, Block G, Lots 1-6, A; Block H, Lots 1-8, A; Block I, Lots 1-10, A located at the northwest corner of Midway Drive and Bear Creek Parkway. 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 7. ADJOURN

Prior to the adjournment of the meeting, Director of Planning and Economic Development Mike Collins advised the commission that there will be no meeting on September 20, 2016. The next scheduled meeting will be October 3, 2016, and will have Specific Use Permit cases to consider. The meeting adjourned at 6:59 p.m.

Chairman Richard McNeese

Date