

**PLANNING AND ZONING  
OCTOBER 20, 2015  
DRAFT MINUTES**

The regular meeting of the Planning and Zoning Commission was called to order by Chairman Richard McNeese at 5:30 p.m. on October 20, 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 Steve Ellis, Kenny Olmstead, David Brown, and Ronald Dunckel.

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 Council Chambers at 6:30 p.m. for consideration of scheduled items.

**MEMBERS AND STAFF PRESENT:**

Chairman Richard McNeese  
Vice Chairman LuAnn Portugal  
Commissioner Kenny Olmstead  
Commissioner Ronald Dunckel  
Commissioner Steve Ellis  
Commissioner David Brown  
Mike Collins, Director of Planning and Economic Development  
Stephen Cook, Senior Planner  
Mollie Snapp, Administrative Secretary

**MEMBERS ABSENT:**

**VISITORS:**

Chris Fergusson  
Brent Caldwell

**THE INVOCATION AND THE PLEDGE OF ALLEGIANCE:** The Invocation was given by Commissioner Ronald Dunckel and the Pledge of Allegiance was given by Commissioner Steve Ellis.

**ITEM 1            CONSIDER APPROVAL OF PLANNING AND ZONING MINUTES**  
Regular Meeting of October 06, 2015.

Vice Chairman Portugal made a motion to approve the minutes for called meeting of October 06, 2015. Commissioner Dunckel seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Portugal, Commissioners Ellis and Dunckel.

Nays: None

Abstention: Commissioner Olmstead and Brown

The motion carried: (4-0-2)

**ITEM 2      CASE NO. 15-01-PP - CONSIDER APPROVAL OF A PRELIMINARY PLAT**

Consider a request for a Preliminary Plat of 1.544 acres of the A.M. Downen Survey, Abstract No. 415, to be platted as Autozone 3641 Addition, Block A, Lots 1 and 2 located in the 800 Block of S. Industrial Boulevard.

Stephen Cook, Senior Planner, gave a brief description of the case. The applicant proposes to preliminary plat 1.544 acres for the development of a retail store and a remainder lot for future development.

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 Euless Unified Development Code. A mutual access easement will cross both lots 1 and 2 to allow two points of access to the proposed commercial 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.

There were no questions or comments presented by the Commission.

Commissioner Ellis made a motion to approve case #15-01-PP. Motion seconded by Commissioner Brown. The vote was as follows:

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

Nays: None

Abstention: None

The motion carried: (6-0-0)

**ITEM 3      CASE NO. 15-07-SP - CONSIDER A REQUEST FOR A SITE PLAN**

Approve a request for a Site Plan for Commercial Development proposed to be located on 0.762 acres of the A.M. Downen Survey, Abstract No. 415 located in the 800 Block of S. Industrial Boulevard.

Stephen Cook, Senior Planner, gave a brief description of the case. Autozone Inc. intends to develop a 7,382 SF retail store at the above described location. This would be a second store in the City of Euless and would not replace the existing store on N. Main Street.

*Access* – Two points of egress to the development will be established from S. Industrial Boulevard. The site will utilize a shared access drive approach on the north side of the property. This drive approach is shared with the QuikTrip at the corner. Because of the heavy traffic on S. Industrial and from the amount of vehicle trips generated by QuikTrip, the Autozone will construct a mutual access easement along the front of the building connecting to the remainder lot on the south side where a second point of access will be created. The site has been designed to accommodate delivery truck traffic on the site.

*Parking* – The site contains 25 parking spaces. This exceeds the number of parking spaces required for the site.

*Landscaping* – Landscaping will be placed primarily along the street yard and the northern area of the property. Typically, street trees are required along the street frontage. The site will have smaller ornamental trees as there are existing transmission power lines along the frontage of S. Industrial. These lines are not feasible to bury for service delivery.

*Exterior* – The building will be constructed with a combination of stucco and split face concrete masonry units, consistent with masonry development standards of the City of Euless. The paint scheme establishes the typical branding elements for Autozone Inc. The height of the top of the building will be given some variation with the addition of a false parapet which will create some visual interest to the building instead of a singular height for the roofline.

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

Commissioner Olmstead commented that he had concerns with the landscaping plan due to the trees potentially being an obstruction to traffic vision from the north drive approach.

Commissioner Brown asked Senior Planner, Stephen Cook, what the distance was between the building and the trees.

Stephen Cook stated that the distance was forty-one feet.

Commissioner Brown clarified which driveway concerned Commissioner Olmstead.

Commissioner Olmstead stated that there would be traffic from the Autozone as well as the Quik Trip and the north bound traffic.

Director of Planning and Development, Mike Collins, assured the Commission that they would verify that their calculations of the sight visibility triangles are accurate.

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

Commissioner Dunckel made a motion to approve case #15-07-SP. Motion seconded by Vice Chairman Portugal. The vote was as follows:

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

Nays: None

Abstention: None

The motion carried: (6-0-0)

**ITEM 4      CASE NO. 15-12-FP - CONSIDER APPROVAL OF FINAL PLAT**

Approve a request for a Final Plat of changing 16.724 acres from the Adam Bradford Survey Abstract No. 152, to The Estates at Bear Creek, Phase 1 Block M, Lots 1-18, A-C; Block N, Lots 1-12, 42-44 A, C, D & E; Block O, Lots 1-15; Block P, Lots 1-16; Block Q, Lot A totaling 64 residential lots and 8 open space lots. The property is located southeast of Bear Creek Parkway and Harwood Road and is zoned Planned Development (PD).

The applicant proposes to final plat the 16.724 acres for sixty (64) single family detached dwelling units. The eight (8) open space lots designating the privately maintained streets and open spaces have been specifically subdivided in order to assign maintenance by particular property owners associations within the community. These have been outlined by note on the face of the plat.

The plat indicates the setback distances as required by the conditions of the Planned Development zoning ordinance.

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

There were no questions or comments presented by the Commission.

Commissioner Brown made a motion to approve case #15-12-FP. Motion seconded by Commissioner Ellis. The vote was as follows:

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

Nays: None

Abstention: None

The motion carried: (6-0-0)

**ITEM 5      CASE NO. 15-02-RP – HOLD A PUBLIC HEARING AND CONSIDER APPROVAL OF REPLAT**

Hold a public hearing and consider approval of a request for a Replat to be located on Glade Parks Residential Addition Phase 1, Block A, Lots 14R-26R; Block B, Lots 13R-21R; Block C, Lots 1R-4R.

Chairman McNeese opened the public hearing.

Stephen Cook, Senior Planner, gave a brief description of the case. The applicant proposes to replat the southern portion of Glade Parks residential in order to remove all of the lots from the 100 year floodplain based on a Letter of Map Revision (LOMR) from the federal record. The replat now shows the revised floodplain line for the lots. None of the affected lots have been sold. Because the property is designated for residential development, Texas state law and the Euless Unified Development Code requires a public hearing for the replat.

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 replat.

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

Commissioner Dunckel asked how it is determined when property is brought out of the floodplain.

Stephen Cook stated that when the development contains floodplain and is engineered and designed, the engineering firm must submit to the Federal Emergency Management Agency (FEMA) a LOMR which proves to FEMA that the proposed development has been appropriately regraded and designed to bring the development out of the 100 year floodplain. A 100 year floodplain is an area where there is a 1 in 100 chance every year for a flood to occur.

There were no questions or comments presented by the Commission.

Commissioner Olmstead made a motion to approve case #15-02-RP. Motion seconded by Commissioner Dunckel. The vote was as follows:

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

Nays: None

Abstention: None

The motion carried: (6-0-0)

There being no further business, the meeting was adjourned at 6:54 p.m.

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Chairman McNeese

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Date