

**MINUTES OF THE REGULAR MEETING
OF THE PLANNING AND ZONING COMMISSION
OF THE CITY OF ROWLETT, TEXAS, HELD IN THE MUNICIPAL CENTER
4000 MAIN STREET, AT 7:00 P.M., MAY 8, 2012**

PRESENT: Chairman Rick Sheffield; Vice-Chairman Greg Landry Commissioners
Rosalind Jeffers, Greg Peebles, Charles Alexander, Karl Crawley

ALSO PRESENT: Alternates Jonas Tune (voting member)

ABSENT: Commissioner Joe Charles; Alternates Ronald Meyer, Sharon Starks

STAFF PRESENT: Planning Director Erin Jones, Planner I Michele Berry, Development Services
Technician Ashley McCoy

A. CALL TO ORDER

Chairman Rick Sheffield called the meeting to order at 7:08 p.m.

B. CONSENT AGENDA

1. Minutes of the Regular Meeting of April 24, 2012
2. Minutes of the Joint Work Session of April 19, 2012
4. Consider and take appropriate action on a residential final plat. The subject property is located at 2506 and 2514 Dalrock Road, being an unplatted 1.99 acre portion of Tracts 2 and 3 from the J. Stephenson Survey Abstract 258, Rockwall County, Texas (FP11-536).

Commissioner Karl Crawley made a motion to approve the Consent Agenda. The motion was seconded by Commissioner Rosalind Jeffers and passed with a 6-0-1 vote with Vice-Chairman Greg Landry abstaining from voting since he was not present at the April 19, 2012 or April 24, 2012 meetings.

C. ITEMS FOR INDIVIDUAL CONSIDERATION

- B.3 Consider and take appropriate action on a replat application. The subject property is located at 4700 President George Bush Highway, being Lot 1, Block A, of the Rowlett High School Addition to the City of Rowlett further described as a 62.858 +/- acre portion of the Thomas Lumley Survey, Abstract 789, in the City of Rowlett, Dallas County, Texas (FP12-576).**

This item was removed from the consent agenda and Commissioner Charles Alexander recused himself due to a conflict of interest. Commissioner Crawley made a motion to approve the replat for Rowlett High School. The motion was seconded by Alternate Jonas Tune and passed with a 6-0 vote.

1. Consider making a recommendation to City Council regarding an Alternative Building Materials application for a commercial property. The subject property is located 8548 Chiesa Road, at the southeast corner of Chiesa Road and Liberty Grove Road, being an unplatted 0.922 acre tract of land located in the H. Hamilton Survey, Abstract No. 548, in the City of Rowlett Dallas County, Texas (DP12-578).

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Michele Berry, Planner I came forward to present the case. She noted that the applicants, Stonebridge Veterinary Hospital have previously received an approved CUP and Alternative Landscape Plan from the Commission. She stated that the applicants were requesting to construct a portion of the building using cedar wood siding and showed the proposed facades. She stated that Staff felt that the proposed building would meet the intent of the code and Staff would recommend approval. Vice-Chairman Landry made a motion to recommend approval of the alternate building materials request for a commercial property. Commissioner Crawley seconded the motion and the motion passed with a 7-0 vote.

- 2. Conduct a public hearing and take appropriate action on a Conditional Use Permit (CUP) application for constructing a detached garage exceeding 500 square-feet in area in conjunction with proposing to utilize exterior building materials that are not similar in type and composition to those of the primary structure. The subject property is located at 3905 Castle Drive being Lot 8, Block 1, of the Castle Park Estates Addition in the City of Rowlett, Dallas County, Texas (CUP12-584).**

Michele Berry, Planner I came forward to present the case. She stated that the subject property was located in a SF-40 zoning district and the applicants were proposing to construct a detached garage/storage building using cementitious fiber board siding. She presented photos of the property indicating the proposed location of the building. She stated that Staff would recommend approval and three responses were received in favor. Chairman Sheffield opened the public hearing and recognized Mark Cannon, applicant to answer questions. Vice-Chairman Landry inquired if the roof and pitch of the proposed building would match that of the primary structure and Mr. Cannon stated that he would construct the building to match the existing garage as closely as possible and use the same siding as that on the rear of the house. Commissioner Peebles made a motion to approve the Conditional Use Permit (CUP) application for constructing a detached garage exceeding 500 square-feet in area in conjunction with proposing to utilize exterior building materials that are not similar in type and composition to those of the primary structure. Commissioner Alexander seconded the motion and the motion passed with a 7-0 vote.

- 3. Conduct a public hearing and take appropriate action on a Conditional Use Permit Application for a Medical Clinic or Office in the General Commercial (C-2) Zoning District. The subject property is a 2,264 square foot existing lease space located at 7600 Lakeview Parkway Suite 150, being Lot 1R, Block A of the Lakeview Plaza Addition to the City of Rowlett, Dallas County, Texas (CUP12-585).**

Michele Berry, Planner I came forward to present the case. She stated that the applicant, Vanguard Vascular & Vein, were proposing to occupy a building which currently has similar uses. She noted that the Realize Rowlett 2020 plan designated this area to serve as an outflow location for medical offices. She stated that Staff would recommend approval and one notice was returned in favor. Chairman Sheffield opened the public hearing and seeing no speakers closed the public hearing. Vice-Chairman Landry made a motion to approve the Conditional Use Permit Application for a Medical Clinic or Office in the General Commercial (C-2) Zoning District. Commissioner Alexander seconded the motion and the motion passed with a 7-0 vote.

- 4. Conduct a Public Hearing and make a recommendation to City Council regarding a rezoning request. The subject property is located at 3300 Enterprise Drive, further described as Lot 7 of the Rowlett Business Park Addition. The applicant requests a rezoning to a Revised Planned Development zoning district with an underlying Light Manufacturing (M-1) base zoning district in order to accommodate the expansion of an existing light manufacturing business at this location (PD 12-581)**

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Erin Jones, Planning Director came forward to present the case. She presented a location map and gave a brief history of the existing business. She stated that the business had been in Rowlett since 1984 and expanded to the current location in 2003. She noted that the applicant had previously approached City Staff about further expansion and was not supported at the time due to the metal façade so the applicant opened a location in a neighboring city. Mrs. Jones stated that the applicant recently approached Staff needing to expand once again and the proposed building would be detached from the existing building on the site to avoid the need to retrofit the existing building for a fire sprinkler system. She stated that in order to allow the metal façade and limited landscaping, a PD amendment is necessary. The applicant has previously gotten positive feedback from City Council and has decided to move forward with their application. She presented the proposed Concept Plan including a modified fire lane that would not encroach on the floodplain that exists on the property. She noted that Council had requested that the PD amendment apply to the subject property only so that other similar requests could be considered individually. Mrs. Jones stated the proposed PD amendment would have a base zoning of M-1 which is equivalent to the I-1 of the current PD and the use would still be considered light manufacturing so the amendment would serve to allow the metal façade, limited landscaping and a waiver of the requirement for a screening wall. She stated that Staff would recommend approval and of the notices mailed to surrounding property owners three were returned in favor. Chairman Sheffield opened the public hearing and seeing no speakers closed the public hearing. Commissioner Crawley stated that he was in favor of allowing the expansion and creating more jobs in the City. Commissioner Alexander made a motion to recommend approval of the rezoning request. Commissioner Crawley seconded the motion and the motion passed with a 7-0 vote.

5. **Conduct a Public Hearing and make a recommendation to City Council regarding a Residential Planned Development (PD) district rezoning request. The subject property is generally located at the northeast Corner of Vinson Road and Stonewall Rd., being 227.9 + acres situated in the Williams Blevins Survey (Dallas County Abstract Number 8), a part of the M. L. Price Survey (Dallas County Abstract 1115 and Rockwall County Abstract Number 257), a part of the Elisha Price Survey (Dallas County Abstract Number 1114 and Rockwall County Abstract Number 256), a part of the Atkinson Clements Survey (Dallas County Abstract Number 255), City of Rowlett, Dallas and Rockwall County, Texas (PD11-546)**

Erin Jones, Planning Director stated the applicant had submitted a written request to table the item indefinitely. Commissioner Alexander made a motion to table the item indefinitely. Commissioner Jeffers seconded the motion and the motion passed with a 7-0 vote.

6. **Conduct a public hearing and consider making a recommendation to City Council regarding a request of the City of Rowlett to amend Sections of the Rowlett Development Code pertaining to signs, specifically Section 77-512 "Signs", Section 77-906 "Nonconforming signs", and Section 77-1105 "Other terms defined".**

Michele Berry, Planner I came forward to present the case. She gave a brief history of the amendment process including work sessions with City Council and Planning & Zoning Commission and meetings with property owners and businesses. She noted that diagrams, charts and measurement standards were added to provide clarification. She stated that commercial flags would require a permit with a limit of three per site, prohibited signs would include three dimensional signs and those emitting sound or visible matter and a provision would be added requiring the Building Official to act on a permit application within 10 business days. Temporary signs would require a permit unless the sign is less than eight square feet and on residential property and would be limited to a two week period six times per calendar year per premise. She reviewed the new standards for balloon/ inflatable signs, ground signs and feather signs. Off-site directional signs would

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continue as currently regulated created a new sign type of district directional signs and Ms. Berry reviewed the standards for the type. She discussed the new requirements for monument signs, electronic display signs and other illuminated signs. Ms. Berry introduced eight new sign types that will be included in the new regulations and presented several sign types that were to be removed due to redundancy. She presented the new layout in which the code is written. Chairman Sheffield opened the public hearing and then closed the public hearing after recognizing no speakers. Commissioner Peebles inquired when the code would take effect after adoption and how that would affect businesses applying for temporary signs in the middle of a calendar year and Mrs. Jones stated that would be handled administratively. There was discussion about the possibility of allowing window signs on upper levels of multi story buildings that had access to those levels from the outside. Vice-Chairman Landry made a motion to recommend approval of the amend sections of the Rowlett Development Code pertaining to signage with the revision that no window signs be allowed above the first floor except multi-level facilities with direct exterior pedestrian access. Commissioner Crawley seconded the motion and the motion passed with a 7-0 vote.

D. ADJOURMENT

Chairman Rick Sheffield adjourned the meeting at 7:55 p.m.


Chairman


Secretary