

**MINUTES OF THE MEETING  
OF THE PLANNING & ZONING COMMISSION  
OF THE CITY OF ROWLETT, TEXAS, HELD IN THE MUNICIPAL CENTER  
4000 MAIN STREET, AT 6:00 P.M., MARCH 24, 2015**

**PRESENT:** Chairman Karl Crawley, Vice-Chairman Michael Lucas, Commissioners Jonas Tune, James Moseley, Thomas Finney, Chris Kilgore, Alternate Lisa Cain,

**ABSENT:** Commissioner Clayton Farrow, Alternate Gabriela Borcoman

**STAFF PRESENT:** City Manager Brian Funderburk, Director of Development Services Marc Kurbansade, Director of Economic Development Jim Grabenhorst, Urban Designer Daniel Acevedo, Principal Planner Garrett Langford, Development Services Coordinator Lola Isom

**OTHERS PRESENT:** City Council Liaison Robbert Van Bloemendaal

**WORK SESSION**

**i. Call to Order.**

Chairman Karl Crawley called the Work Session to order at 6:00 p.m.

**ii. Discuss the forthcoming zoning request as it pertains to the property currently identified as Elgin B. Robertson Park.**

Director of Development Services Marc Kurbansade provided an overview of the discussion. He stated that this project is being referred to as Bayside.

Director of Economic Development Jim Grabenhorst provided a location map and background on the approximate 257 acres of property (Elgin B. Robertson Park/Bayside). Mr. Grabenhorst provided an overview of the City Council action items and detail on the Interlocal Agreement (ILA). He presented the Form Based Code District Allocation Map, described the Bayview Marina assignment, and provided a timeline on the boundary adjustments. He presented a Boundary Adjustment Map, gave an overview of the Master Lease (Take Line) ILA, and provided detail regarding the Donahue Development Purchase and Sale Agreement. Mr. Grabenhorst explained that additional City Council considerations would consist of the creation of a Tax Increment Reinvestment Zone (TIRZ), the creation of a Public Improvement District (PID), and to enter into an Economic Development Agreement with Donahue Development Corporation. He provided an overview of the upcoming timeline.

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There was discussion amongst the Commission regarding how much the City will be paying out of pocket, the infrastructure funding source, and the process that was followed for choosing the development partner.

Mr. Kurbansade distributed documentation regarding the Woodside Living and Signature Gateway FBC Districts. He illustrated the FBC process for Bayside and outlined the Framework Plan components. He provided an example of a Framework Plan review scope within Signature Gateway and Woodside Living and presented site analysis maps outlining the three proposed zoning districts (Urban Village, New Neighborhood, and Special District).

There was discussion amongst the Commission regarding access, filling in the ground up to building level, boat ramp location, bridge connectivity/reconfiguration, and the possibility of future Interstate 30 enhancements.

There was additional discussion regarding emergency response, liquor licenses, a Traffic Impact Analysis, street widening improvements on Chiesa Road, access to the site, developable open space, and maximizing commercial use.

Chairman Karl Crawley directed the Commission to send any additional inquiries between this meeting and the meeting on April 6, 2015, to Mr. Kurbansade.

Mr. Kurbansade announced that there would be a special City Council Meeting regarding this property on March 27, 2015, and invited the Commissioners to attend, if interested.

**iii. Discuss items on the regular agenda.**

The Regular Agenda items were not discussed during this Work Session.

**iv. Adjourn.**

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**REGULAR MEETING**

**PRESENT:** Chairman Karl Crawley, Vice-Chairman Michael Lucas, Commissioners Jonas Tune, James Moseley, Thomas Finney, Chris Kilgore, Alternate Lisa Cain,

**ABSENT:** Commissioner Clayton Farrow, Alternate Gabriela Borcoman

**STAFF PRESENT:** Director of Development Services Marc Kurbansade, Director of Economic Development Jim Grabenhorst, Urban Designer Daniel Acevedo, Principal Planner Garrett Langford, Development Services Coordinator Lola Isom

**A. CALL TO ORDER**

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Chairman Karl Crawley called the Regular Meeting to order at 7:08 p.m.

**1. Update Report from Director of Development Services**

No update was provided.

**B. CONSENT AGENDA**

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**1. Minutes of the Planning and Zoning Commission Meeting of March 10, 2015**

Vice-Chairman Michael Lucas made a motion to approve the Consent Agenda. Alternate Lisa Cain seconded the motion. The Consent Agenda passed with a 7-0 vote.

**C. ITEMS FOR INDIVIDUAL CONSIDERATION**

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- 1. Conduct a public hearing and consider a recommendation to City Council regarding Major Warrants related to the following Form Based Code standards: lighting, residential building types, ceiling height, flex-space, building materials (including signage), stairwell treatment, and continuous building frontage.**

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The subject property is located at 3900 and 3908 Main Street, further described as 11.54 +/- acres of land being situated in the William Crabtree Survey, Abstract No. 347, being a portion of Lot 1 and all of Lot 2, Block A, Municipal Complex Addition and being all of that certain tract of land described in a deed to Larry Raney and Spouse, Joanne Raney, recorded in Volume 2002110, Page 9227, Deed Records, Dallas County, TX, and also being all of lot 3R-1AR, Block A, Municipal Complex Addition. (MW15-774).

Urban Designer Daniel Acevedo came forward to present the case. He provided background information on the Village of Rowlett, presented a location map, Development Plan history, and the Economic Development strategy. Mr. Acevedo presented the Major Warrants being requested as the following:

1. *Reduction in lighting requirements to allow for an average of 1 foot candle for residential and 2 foot candles for commercial areas.*
2. *Allowance for single family residential and side by side (duplex) units throughout the development, designed to New Neighborhood standards.*
3. *Reduction from the required 12'-0" minimum clear ceiling height for at grade residential units, to allow for 10'-0" minimum at grade.*
4. *Exemption from the requirement to provide for Flex Space at Grade on Ponder and Rowlett Street, while still providing for a Live-Work component on the ground level.*
5. *Allowance for the utilization of Fiber Cement Board as a primary building material.*
6. *Allowance for a large landmark roof sign for the building on Main Street.*
7. *Stairwell and Corridor treatment*
8. *Reduction to the continuous building frontage requirement associated with the two following conditions: 1. Bungalow court frontage along Christine and Dennis Streets; 2. Leasing office frontage along Market Street*

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Mr. Acevedo stated that 49 public hearing notices were sent; one was returned in favor and two were returned in opposition.

He stated that staff recommends approval of all of the Major Warrant Requests and the UDO recommends denial of the requests related to building materials and flex-space at-grade, approval with conditions for use of residential units and continuous, and building frontage (bungalow sheds), and approval for lighting, residential at-grade ceiling heights, roof sign, and continuous building frontage (leasing building).

There was discussion amongst the Commission regarding the difference of approvals between staff and the UDO, building materials, ceiling height of live/work units over time, public versus private space, stoops, and the Fire Department's approval of the roof sign.

Chairman Karl Crawley opened the public hearing.

The following speaker came forward:

**Paris Rutherford  
7001 Preston Road  
Dallas, Texas  
Principal of Catalyst Development, Applicant**

Mr. Rutherford provided a presentation, photos originating the vision, local Texas city comparable site photos, and described the development as a "unique Mixed-Use village with an Agarian resort theme." He presented the Site Plan and defined the Main Street, Rowlett Street, and Ponder Street building types. He described carriage green housing types, garden courts, and presented the Neighborhood Transitions Plan (landscaping). Mr. Rutherford presented the Streetscape Planting Plan, Streetscape Design Details, customized entrance details, and presented the concept animation video of the development.

No other speakers came forward.

Chairman Karl Crawley closed the public hearing.

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There was discussion with the applicant and the Commission regarding the impact on the Development Plan if the warrants were not granted, building materials, farmhouse aesthetic, masonry application and intensity, concerns with the degree of residential use, capturing Downtown Rowlett history in the development, project uniqueness, ceiling height requirements of live/work units, size of parking spaces, and surrounding landscaping.

The following motions and recommendations were as follows:

- 1. Reduction in lighting requirements to allow for an average of 1 foot candle for residential and 2 foot candles for commercial areas.*

Commissioner James Moseley made a motion to recommend approval of Major Warrant #1. Commissioner Chris Kilgore seconded the motion. Major Warrant #1 passed with a 7-0 vote.

- 2. Allowance for single family residential and side by side (duplex) units throughout the development, designed to New Neighborhood standards.*

Commissioner Chris Kilgore made a motion to recommend approval Major Warrant #2. Vice-Chairman Michael Lucas seconded the motion. Major Warrant #2 passed with a 7-0 vote.

- 3. Reduction from the required 12'-0" minimum clear ceiling height for at grade residential units, to allow for 10'-0" minimum at grade.*

Commissioner Jonas Tune made a motion to recommend approval of Major Warrant #3. Chairman Karl Crawley seconded the motion. Major Warrant #3 passed with a 7-0 vote.

- 4. Exemption from the requirement to provide for Flex Space at Grade on Ponder and Rowlett Street, while still providing for a Live-Work component on the ground level.*

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Commissioner Chris Kilgore made a motion to recommend approval of Major Warrant #4. Commissioner Thomas Finney seconded the motion. Major Warrant #4 passed with a 5-2 vote. Chairman Karl Crawley and Commissioner Jonas Tune voted in opposition.

5. *Allowance for the utilization of Fiber Cement Board as a primary building material.*

Commissioner James Moseley made a motion to recommend approval of Major Warrant #5. Commissioner Jonas Tune seconded the motion. Major Warrant #5 passed with a 7-0 vote.

6. *Allowance for a large landmark roof sign for the building on Main Street.*

Commissioner Chris Kilgore made a motion to recommend approval of Major Warrant #6. Alternate Lisa Cain seconded the motion. Major Warrant #6 passed with a 7-0 vote.

7. *Stairwell and Corridor treatment*

It was decided amongst the Commission and staff that a Major Warrant recommendation was unnecessary for #7.

8. Reduction to the continuous building frontage requirement associated with the two following conditions: 1. Bungalow court frontage along Christine and Dennis Streets; 2. Leasing office frontage along Market Street.

Commissioner James Moseley made a motion to recommend approval of Major Warrant #8. Vice-Chairman Michael Lucas seconded the motion. Major Warrant #8 passed with a 6-1 vote. Commissioner Chris Kilgore voted in opposition.

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- 2. Conduct a public hearing and take action on a Preliminary Replat for the Village of Rowlett, located at 3900 and 3908 Main Street, further described as being 11.54 +/- acres of land being situated in the William Crabtree Survey, Abstract No. 347, being part of Lot 1 and all of Lot 2, Block A, Municipal Complex Addition, being all of that certain tract of land described in a deed to Larry Raney and Spouse, Joanne Raney, recorded in Volume 2002110, Page 9227, Deed Records, Dallas County, TX, and also being all of lot 3R-1AR, Block A, Municipal Complex Addition (PP15-771).**

No additional presentation was provided for Item C.2.

Chairman Karl Crawley opened the public hearing.

No speakers came forward.

Chairman Karl Crawley closed the public hearing.

Vice-Chairman Michael Lucas made a motion to approve the item. Commissioner James Moseley seconded the motion. The item passed with a 7-0 vote.

- 3. Consider and make a recommendation on an Alternative Landscape Plan for Usuga Medical located at 8100 Lakeview Parkway further described as being 1.87 acres of land located in the James Saunders Survey, Abstract No. 1424, City of Rowlett, Dallas County, Texas (DP15-767).**

Principal Planner Garrett Langford came forward to present the case. He presented a location map of the property. Mr. Langford gave a brief background on the Alternate Landscape Plan request. He presented the existing zoning map, site photos, and the Alternate Landscape Plan. Mr. Langford summarized the staff analysis and stated that staff recommends approval.

There was discussion amongst the Commission regarding minimum planting.

Commissioner Jonas Tune made a motion to recommend approval of the item. Vice-Chairman Michael Lucas seconded the motion. The item passed with a 7-0 vote.

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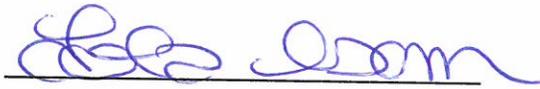
D. ADJOURNMENT

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Chairman Karl Crawley adjourned the meeting at 8:53 p.m.



Chairman



Secretary