

**MINUTES OF THE WORK SESSION AND REGULAR 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., OCTOBER 27, 2015**

PRESENT: Chairman Karl Crawley, Vice-Chairman Michael Lucas, Commissioners James Moseley, Thomas Finney, Chris Kilgore, Lisa Estevez, Alternates Jason Berry, Kim Clark, Stephen Ritchey

ABSENT: Commissioner Jonas Tune

STAFF PRESENT: Director of Development Services Marc Kurbansade, City Engineer Walter Allison, Principal Planner Garrett Langford, Urban Design Manager Daniel Acevedo, Development Services Coordinator Lola Isom

WORK SESSION

i. Call to Order

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

ii. Discuss items on the regular agenda

Garrett Langford, Principal Planner, summarized Item C.1., a Special Use Permit request for a day care center, on the Regular Agenda. He provided background on the case and stated that the public hearing notifications revealed some concern with traffic due to the proposed facility being adjacent to Princeton Road and Dalrock Road. Mr. Langford stated that the applicant was required to provide a Traffic Impact Analysis. There was discussion amongst the Commission regarding how Traffic Impact Analyses are conducted, visibility, traffic light warrants, safety concerns regarding the intersection and getting children into the school, and school zones. Mr. Langford provided data in regards to no accident being on record for that particular intersection since 2013.

Daniel Acevedo, Urban Design Manager, provided background on Item C.2. on the Regular Agenda. He explained that the Major Warrant for the Homestead at Liberty Grove development was for a reduction in lot size. He provided detail regarding the reasoning behind the reduction, front porch requirements, and the builders. Mr. Acevedo reiterated the fact that Major Warrants are not to be seen as setting precedence.

**MINUTES OF THE WORK SESSION AND REGULAR 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., OCTOBER 27, 2015**

Mr. Acevedo summarized Item C.3. on the Regular Agenda. He stated that the proposal was to rezone the Canterbury Cove development to Form Based Code. He provided detail on the property and the Active Living District. There was discussion amongst the Commission regarding the number of potential lots in SF40 zoning, lakefront properties, trees, trail network, topography, public open space, and a Traffic Impact Analysis. Marc Kurbansade, Director of Development Services, confirmed the traffic standard utilized for comparison as being 100 peak hour trips.

There was no discussion held for Item C.4. on the Regular Agenda.

iii. Adjourn.

Chairman Karl Crawley adjourned the Work Session at 6:40 p.m.

REGULAR MEETING

PRESENT: Chairman Karl Crawley, Vice-Chairman Michael Lucas, Commissioners James Moseley, Thomas Finney, Chris Kilgore, Lisa Estevez, Alternates Jason Berry, Kim Clark, Stephen Ritchey

ABSENT: Commissioner Jonas Tune

STAFF PRESENT: Director of Development Services Marc Kurbansade, City Engineer Walter Allison, Principal Planner Garrett Langford, Urban Design Manager Daniel Acevedo, Development Services Coordinator Lola Isom

A. CALL TO ORDER

Chairman Karl Crawley called the Regular Meeting to order at 6:45 p.m.

1. Update Report from Director of Development Services.

Mr. Langford reminded the Commission to complete their Open Meetings Act training which is due to the City Secretary's Office by November 16, 2015.

**MINUTES OF THE WORK SESSION AND REGULAR 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., OCTOBER 27, 2015**

Mr. Langford also announced that the Village of Rowlett Groundbreaking Ceremony would be held on Wednesday, October 28, 2015 at 10:00 a.m.

B. CONSENT AGENDA

1. Minutes of the Planning and Zoning Commission Meeting of October 13, 2015.

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

C. ITEMS FOR INDIVIDUAL CONSIDERATION

1. Conduct a public hearing and make a recommendation to City Council on a request for a Special Use Permit to allow a daycare center located at 7200 Dalrock Road further described as being 1.44 +/- acres in the Hanse Hamilton Abstract No. 548, City of Rowlett, Dallas County, Texas. (SUP40-2015).

Mr. Langford provided background on the Special Use Permit request. He presented a location map and summarized the request. He presented a Concept Plan and summarized the modifications. He presented the proposed landscape buffer, side yard setback, and lot coverage modifications. Mr. Langford provided detail on the Traffic Impact Analysis, summarized the Staff Analysis, and stated that staff recommends approval.

Mr. Langford stated that public hearing notifications were sent out; zero were received in favor and three were received in opposition within the 200 ft. radius notification area and two were received in favor and seven were received in opposition within the 500 ft. courtesy radius notification area. He presented a Public Hearing Notification Map.

There was discussion amongst the Commission regarding the modifications shown on the concept plan and that there have been no accidents on record at the referenced intersection since 2013.

The applicant came forward to speak:

**MINUTES OF THE WORK SESSION AND REGULAR 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., OCTOBER 27, 2015**

Phil Craddick
750 E. Interstate 30, Ste. 160
Rockwall, TX 75087

Mr. Craddick summarized his request for the Special Use Permit.

The Director of Operations for the day care center came forward to speak:

Misty Thornton
Director of Operations
Allen, TX 75013

Ms. Thornton explained the child drop-off strategy and addressed the traffic concerns.

There was discussion amongst the Commission regarding parking capacity, staffing capacity, and the teacher-child ratio at the day care center.

Chairman Karl Crawley opened the public hearing.

The following speaker came forward:

Michael Ducote
7313 Silverthorne
Nearby homeowner

Mr. Dukotee stated that the turn into the property would be close to his backyard. He expressed a need for a traffic light at the referenced location, stated concerns for traffic and parking, and said that he was concerned for the children's safety due to the lack of parking. He stated that he opposes this request due safety and traffic concerns, but not the particular use.

No additional speakers came forward.

Chairman Karl Crawley closed the public hearing.

**MINUTES OF THE WORK SESSION AND REGULAR 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., OCTOBER 27, 2015**

Vice-Chairman Michael Lucas made a motion to recommend approval of the request. Chairman Karl Crawley seconded and the motion. The motion passed with a 7-0 vote.

- 2. Conduct a public hearing and make a recommendation to City Council on a request for a Major Warrant to modify the Build-to Line for the Homestead at Liberty Grove located at the northern terminus of Chiesa Road, north of Liberty Grove Road, being 35.315 +/- acres out of the James M. Hamilton Survey, Abstract No. 544, City of Rowlett, Dallas County, Texas.**

Mr. Acevedo came forward to present the request and provided background on the case. He presented a location map, the Regulating Plan, and provided background on the Major Warrant process. He presented photographs, a FBC standard cross-section, and an image of the plat that displayed the affected lots.

Mr. Acevedo stated that public hearing notifications were sent out; zero were received in favor and zero were received in opposition within the 200 ft. radius notification area and zero were received in favor and three were received in opposition within the 500 ft. courtesy radius notification area. He said that one additional neutral response was also received. He presented a Public Hearing Notification Map and stated that staff recommends approval of the request.

There was discussion amongst the Commission regarding the build-to line shift and street definition.

The applicant came forward to speak:

**Will Guetema
8142 Garland Road
Applicant**

Mr. Guetema provided background on the development, stated the names of the builders, revealed other similar developments in Frisco and Carrollton, said that he was seeking high-quality front elevation homes, and expressed his support in regards to the innovative use of the Form Based Code within the City of Rowlett.

There was discussion amongst the Commission regarding the timeline of the referenced development.

**MINUTES OF THE WORK SESSION AND REGULAR 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., OCTOBER 27, 2015**

Chairman Karl Crawley opened the public hearing.

No speakers came forward.

Chairman Karl Crawley closed the public hearing.

Commissioner James Moseley made a motion to recommend approval of the request. Commissioner Thomas Finney seconded and the motion. The motion passed with a 7-0 vote.

3. **Conduct a public hearing and make a recommendation to City Council on a request for a rezoning from the Single Family-40 Zoning District to the New Neighborhood Form Based Zoning District. The subject property is located at 3399 Chiesa Road, further described as being 21.79 +/- acres in the James Hobbs Survey, Abstract No. 571, City of Rowlett, Dallas County, Texas.**

Mr. Acevedo came forward to present the case. He presented a location map, information regarding the Active Living District, and an outline of the Form Based Code development process. He summarized the Staff Analysis and stated that staff recommends approval. Mr. Acevedo presented the Framework Plan, connectivity points, street sections, and the New Neighborhood District category types.

Mr. Acevedo stated that public hearing notifications were sent out; zero were received in favor and one was received in opposition within the 200 ft. radius notification area and one was received in favor, one was received in opposition, and one neutral response was received within the 500 ft. courtesy radius notification area. He presented a Public Hearing Notification Map and stated that staff recommends approval of the request.

There was discussion amongst the Commission regarding no warrants being anticipated at the current time, moderate density residential, and open space allocation.

The applicant came forward to speak:

Bart Reader
6310 Windmill Circle
Applicant

**MINUTES OF THE WORK SESSION AND REGULAR 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., OCTOBER 27, 2015**

Mr. Reader summarized the request and dedicated open space. He said that he anticipated new lots, a low demand for townhomes, and estimated an average of 85-90 lots for this development.

Chairman Karl Crawley opened the public hearing.

The following speaker came forward:

**Geraldine Hughes
3601 Leeward Lane
Nearby homeowner**

Ms. Hughes stated that she was speaking on behalf of three concerned homeowners. She stated that she had no objections to the development, but had unrelated concerns with existing property issues. She expressed concerns in regards to drainage, retaining walls, low-rent housing, traffic impact, and stated her opposition for any commercial development to occur at the referenced property.

The following speaker came forward:

**Sheldon McKinney
714 Bayhill
Nearby homeowner**

Mr. McKinney asked if the townhomes would be for rent to which Chairman Karl Crawley stated that the Planning and Zoning Commission would not be involved with that type of determination.

The following speaker came forward:

**Shirley Jenson
3513 Leeward Lane
Nearby homeowner**

Ms. Jenson expressed concern in regards to the traffic impact.

Chairman Karl Crawley requested City Engineer, Walter Allison, to come forward and address some of the concerns expressed throughout the presentation and public hearing.

**MINUTES OF THE WORK SESSION AND REGULAR 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., OCTOBER 27, 2015**

Mr. Allison stated that he anticipates improvements to be conducted on Miller Road in the future, he said that the future Traffic Impact Analysis would help address any traffic concerns later in the process, and he said that drainage concerns would come to light during the development process giving the City an opportunity to address those as well.

Chairman Karl Crawley closed the public hearing.

Commissioner Chris Kilgore stated that the Engineering Division would address their concerns during the development process, explained that Form Based Code requirements raise the quality, and he claimed that he believed that there was a disconnect between the Comprehensive Plan and the Form Based Code.

Commissioner Chris Kilgore made a motion to recommend approval of the request. Alternate Kim Clark seconded and the motion. The motion passed with a 7-0 vote.

- 4. Consider and take action on a Development Plan for Evergreen Senior Living. The subject property is located at 5500 Old Rowlett Road, further described as a 5.50 +/- acres of land located in the John M. Thomas Survey, Abstract No. 1478, City of Rowlett, Dallas County, Texas (Case Number 33-2015).**

Mr. Langford came forward to present the case. He presented the Development Plan and stated that this particular case was before the Commission due to the fact that it was more than 25,000 square feet.

Commissioner Chris Kilgore made a motion to approve the request. Commissioner James Moseley seconded and the motion. The motion passed with a 7-0 vote.

D. ADJOURNMENT

Chairman Karl Crawley adjourned the meeting at 8:23 p.m.

MINUTES OF THE WORK SESSION AND REGULAR 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., OCTOBER 27, 2015



Chairman



Secretary