

**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., DECEMBER 8, 2015**

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

STAFF PRESENT: Director of Development Services Marc Kurbansade, Principal Planner Garrett Langford, 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, provided the update from staff. He stated that there would be no Planning and Zoning Commission meeting held on December 22, 2015 and that January 12, 2015, would be the next meeting. Mr. Langford announced an upcoming training opportunity for the Commissioners that would be at the Garland Event Center on January 15, 2015. He asked the Commission to let him know if they were interested in attending.

Vice-Chairman Michael Lucas provided an update regarding a recent City Council meeting that was held for the Chairs of the Rowlett Boards and Commissions. Vice-Chairman Michael Lucas said that City Council will arrange to meet with each Board and Commission in the near future with the goal to enhance the relationship between City Council and all Boards and Commissions as well as to set some expectations. He stated that the Planning and Zoning Commission was tasked with reviewing their definition.

Mr. Langford provided background on Regular Meeting Item C.1. in regards to the Water Spring Townhomes. He summarized the rezoning request, explained the standards, stated that staff was recommending denial, and said that the proposal was lacking design elements.

There was discussion amongst the Commission regarding the lacking design elements, public realm, the staff recommendation, current zoning, public responses, developable area, tree mitigation, lot requirements, and minimum house size.

**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., DECEMBER 8, 2015**

Mr. Langford summarized Items C.2. and C.3. on the Regular Meeting Agenda; the Special Use Permit and Alternate Building Material requests for Panda Express requests. He stated that staff was recommending approval of both requests. Vice-Chairman Michael Lucas stated that he would recuse himself from both items due to a conflict of interest.

Mr. Langford summarized the Alternate Building Material request for Item C.4. on the Regular Meeting Agenda and stated that staff recommended approval.

Mr. Langford summarized the Alternate Building Material request for Item C.5. on the Regular Meeting Agenda and stated that staff recommended approval. He passed around a sample of the building material. There was discussion amongst the Commission regarding the location not being a part of a Homeowner's Association.

iii. Adjourn.

Chairman Karl Crawley adjourned the Work Session at 6:33 p.m.

REGULAR MEETING

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

STAFF PRESENT: Director of Development Services Marc Kurbansade, Principal Planner Garrett Langford, Development Services Coordinator Lola Isom

A. CALL TO ORDER

Chairman Karl Crawley called the Regular Meeting to order at 6:37 p.m.

1. Update Report from Staff.

No update was provided. The update was given during the Work Session.

**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., DECEMBER 8, 2015**

B. CONSENT AGENDA

1. Minutes of the Planning and Zoning Commission Meeting of November 17, 2015.

Commissioner Lisa Estevez made a motion to approve the Consent Agenda. The motion carried with a 7-0 vote.

C. ITEMS FOR INDIVIDUAL CONSIDERATION

There was a motion made by Commissioner James Moseley to reorganize the agenda items so Items C.2. and C.3. would be discussed first due to Vice-Chairman Michael Lucas' conflict of interest with those two items. Commissioner Jonas Tune seconded the motion. The motion carried with at 7-0 vote.

Vice-Chairman Michael Lucas recused himself from the meeting.

2. Conduct a public hearing and make a recommendation on a request for a Special Use Permit to allow a restaurant with a drive-through located at 2801 Lakeview Parkway further described as being 0.77 acres of land in the U. Matthusen Survey, Abstract No. 1017, City of Rowlett, Dallas County, Texas. (SUP45-2015)

Mr. Langford came forward to present. He presented a location map and summarized both the Special Use Permit and Alternate Building Material requests. He presented the Concept plan, explained that the request meets the minimum parking requirements, said that a Traffic Impact Analysis (TIA) had been performed for the entire development, presented elevations, and provided detail on Item C.3. in regards to the Alternate Building Material request for the same property. Mr. Langford explained the staff analysis and stated that staff recommends approval of both Item C.2. and Item C.3. He stated that public hearing notices were sent out. One was received in favor for the 200' public notifications. One was received in favor and one in opposition for the 500' courtesy notifications.

Chairman Karl Crawley opened the public hearing.

No 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., DECEMBER 8, 2015**

Commissioner James Moseley made a motion to recommend approval of the request. Commissioner Thomas Finney seconded and the motion. The motion passed with a 6-0 vote.

- 3. Consider and take action on a request to allow an alternative building material for Panda Express located at 2801 Lakeview Parkway further described as being 0.77 acres of land in the U. Matthusen Survey, Abstract No. 1017, City of Rowlett, Dallas County, Texas (ABM67-2015).**

Commissioner Lisa Estevez made a motion to approve the request. Commissioner Jonas Tune seconded the motion. The motion passed with a 6-0 vote.

- 1. Conduct a public hearing and make a recommendation to City Council regarding a request for a rezoning from a Single Family-8 Zoning District to a Planned Development District with an underlying base district of Multi-Family Attached Residential Townhouse (MF-TH) for the purpose of constructing 14 townhomes. The subject property is located at 10206 Liberty Grove Road further described as being 3.149 +/- acres in the Harrison Blevins Survey, Abstract No. 94 and the Hanse Hamilton Survey, Abstract No. 858, City of Rowlett, Dallas County, Texas. (PD41-2015)**

Vice-Chairman Michael Lucas returned to the dais.

Mr. Langford presented a location map and summarized the rezoning request with modified development standards. He presented the Concept Plan, proposed development standards, and a Realize Rowlett 2020 Lakeside Living Subarea C-1 map. He explained that staff recommended denial because it does not meet the intent of the Comprehensive Plan. He said that public hearing notifications were sent. Three were received in opposition for the 200' notification area and eight were received in opposition for the 500' courtesy notification area. Mr. Langford presented a Public Hearing Notification Area map.

There was discussion amongst the Commission regarding design elements, isolation of development, townhome use, and the intent of the Comprehensive Plan.

Chairman Karl Crawley invited the applicants to speak.

The applicants came forward.

**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., DECEMBER 8, 2015**

**James Johnston
21 Tranquil Pond
Frisco, Texas 75034
Developer**

**Dayton Macatee
Macatee Engineering
3519 Miles Street
Dallas, Texas 75209
Engineer**

Mr. Johnston explained the marketing strategy, stated that the development would add value/increase the tax base, and stated that he had spoken with the community and representatives of the Homeowner's Association (HOA) and said that they are supportive of the rezoning request.

Mr. Macatee stated that he appreciated Mr. Langford's alternative, but wanted to avoid removing trees. He said that the development would have a lot of common area and would have a dry area detention pond.

There was discussion amongst the Commission and the applicant regarding HOA support, the value of the proposed development, meeting with the surrounding homeowners, common area, and connectivity.

Chairman Karl Crawley opened the public hearing.

The following speaker came forward:

**Jennifer Hanks
9510 Pinehurst
Rowlett, Texas
Nearby Homeowner**

**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., DECEMBER 8, 2015**

Ms. Hanks stated that she was opposed to multi-family units. She was unaware of the future development. She expressed concern in regards to the height of the structures, the possibility of a change in the feel of the neighborhood, traffic increases, and said that the development would not bring value to the community.

Chairman Karl Crawley clarified the potential height, said that the development was not multi-family, and said that the City of Rowlett is unable to dictate rental property restrictions.

The following speaker came forward:

Earl Burnett
10214 Liberty Grove
Rowlett, Texas 75089
Nearby Homeowner

Mr. Burnett expressed his opposition towards living next to townhomes. He expressed concern in regards to crime and a potential increase in traffic.

The following speaker came forward:

Mike Lancaster
9916 Dalrock Road
Rowlett, Texas
Nearby Homeowner

Mr. Lancaster expressed his opposition towards the proposed development due to concerns with privacy and decreasing property value. He stated that he had spoken to other nearby homeowners who were also in opposition of the development.

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., DECEMBER 8, 2015**

There was discussion amongst the Commission regarding compatibility, context, staff's recommendation, connectivity, green space, landscape buffering, meeting with nearby homeowners, eventual land development of proposed property, the potential of the development, and the idea of tabling the item to a future date to ensure the Commission was making an informed decision.

Commissioner James Moseley made a motion to table Item C.1 to the January 26, 2016, Planning and Zoning Commission meeting. Vice-Chairman Michael Lucas seconded the motion. The motion passed with a 6-1 vote. Commissioner Thomas Finney voted in opposition.

- 4. Consider and make a recommendation to City Council regarding a request for alternative building materials for a proposed single-family home located at 6117 New Forest, further described as Lot 27, Block A of the Point Royal Estates III Addition to the City of Rowlett, Rockwall County, Texas (ABM66-2015).**

No presentation was given on this item.

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

- 5. Consider and make a recommendation to City Council regarding a request for alternative building materials for a proposed single-family home located at 6500 Garner Road, further described as being 0.4635 acres of land in the Charles D Merrell Abstract, No. 957, Rowlett, Dallas County, Texas (ABM77-2015).**

No presentation was given on this item.

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

Chairman Karl Crawley stated that he was resigning from the Planning and Zoning Commission effective at the conclusion of this meeting. He expressed gratitude for his time for his many years on the Commission.

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., DECEMBER 8, 2015

D. ADJOURNMENT

Chairman Karl Crawley adjourned the meeting at 7:47 p.m.



Chairman



Secretary