

Minutes
Planning and Zoning Commission
September 14, 2016

After determining that a quorum was present, the Planning and Zoning Commission of the City of Denton, Texas convened in a Work Session on **Wednesday, September 14, 2016 at 4:00 p.m.** in the City Council Work Session Room at City Hall, 215 E. McKinney Street, Denton, Texas at which the following items were considered:

PRESENT: Chair Jim Strange, Commissioners: Gerard Hudspeth, Larry Beck, Steve Sullivan, Margie Ellis, and Devin Taylor.

ABSENT: Commissioner Andrew Rozell.

STAFF: Athenia Green, Cathy Welborn, Julie Wyatt, Munal Mauladad, Jennifer DeCurtis, Mike Bell, Earl Escobar, Shandrian Jarvis, Ron Menguita and Hayley Zagurski.

WORK SESSION

Chair Strange called the Work Session to order at 4:02 p.m.

1. Clarification of agenda items listed on the agenda for this meeting, and discussion of issues not briefed in the written backup materials.

Chair Strange stated during the September 28, 2016, meeting action will be taken to vote for Vice-Chair.

Munal Mauladad, Deputy Director of Development Services, asked if there were any revisions regarding the meeting minutes. Chair Strange stated he was absent from the August 10, 2016, meeting so he will request two separate motions. Jennifer DeCurtis, Deputy City Attorney, stated that the meeting minutes will have to be continued to the next meeting since Commissioner Rozell is not present and both Commissioners Margie Ellis and Steve Sullivan are not be eligible to vote. Chair Strange agreed.

Mauladad stated staff will present the plats since there are two new members present.

Julie Wyatt, Senior Planner, presented Consent Agenda Item 3A. Commissioner Beck questioned if this going to be commercial property. Wyatt confirmed. Commissioner Taylor requested staff to explain why this Commission is seeing this on Consent Agenda and not during a Public Hearing.. Wyatt stated this is a Preliminary Plat and the Final Plat will go on the Consent Agenda. She stated per the Texas Local Government Code (TLGC) replats require a Public Hearing. Taylor asked under what conditions this Commission could deny a plat. Wyatt stated if they meet the requirements of TLGC then the plat would require approval. DeCurtis stated as long as it meets the requirements it would go on to Consent Agenda for approval.

1 Julie Wyatt, Senior Planner, presented Consent Agenda Item 3B. She provided an updated copy
2 of the plat to the Commissioners during the meeting. She stated the change was in regards to plat
3 note number 6. There were no questions from the Commissioner.

4
5 Mike Bell, Senior Planner, presented Consent Agenda Item 3C. Mauladad stated the applicant is
6 preparing sites for single family residents. There were no questions from the Commissioners.

7
8 Mike Bell, Senior Planner, presented Item for Individual Consideration 4A. This plan is for an
9 office development on Duchess Drive. There are two design issues, the applicant wants parking in
10 the front of the building and they are also requesting the use of concrete instead of permeable
11 paving. Commissioner Beck questioned the number of parking spaces. Bell stated the applicant
12 would be able to address that question. Beck acknowledged. Bell continued that they are going to
13 mitigate the request by adding storm water management in the parking lot island that will treat and
14 filter before going into the pipes.

15
16 Commissioner Hudspeth questioned if the neighboring the property has permeable pavement or
17 concrete. Bell stated he is not sure whether they met the requirement or not, that is something that
18 would have to go before this Commission. Commissioner Hudspeth questioned if is there a way
19 to confirm that. Mauladad stated it would depend on when this property was constructed and
20 whether an Alternative Development Plan was issued.

21
22 Hayley Zagurski, Assistant Planner, presented Public Hearing 5A. There were no questions from
23 the Commissioners.

24
25 Hayley Zagurski, Assistant Planner, presented Public Hearing 5B. Commissioner Taylor
26 questioned if the property owner is the same for neighboring properties along Avenue A and Eagle
27 Drive. Zagurski confirmed. Commissioner Taylor questioned if there are plans to connect the five
28 lots in the future. Zagurski stated she is unsure, however, the applicant could clarify during the
29 Public Hearing.

30
31 Commissioner Sullivan questioned if the development would be more of a student campus.
32 Zagurski confirmed.

33
34 Commissioner Beck questioned if this is a church and not a student union. Zagurski stated she is
35 unsure, the intent is for catholic students to gather on campus. There was no further discussion.

36
37 Commissioner Ellis questioned if the lot that is a Single-Family Residential located to the north
38 has come before this Commission in the past. Zagurski confirmed, it was heard a few months prior
39 for Downtown Residential-1 and Downtown Residential-2. Commissioner Ellis questioned the
40 plans for that site. Zagurski stated the existing structure would be demolished and apartments
41 would be constructed.

42
43 Mauladad stated the request is to rezone the site, she provided a brief explanation of the rezoning
44 process.

Commissioner Sullivan questioned if the parking requirements are considered at this time. Zagurski stated that is completed during the site plan process.

Chair Strange stated Public Hearing Item 5C has been withdrawn by the applicant.

2. Work Session Reports

A. Hold a work session to discuss fundamental elements of urban planning. (Shandrian Jarvis)

Shandrian Jarvis, Development Review Committee Administrator, provided the backup materials for this item. Commissioner Beck questioned the City having the authority to annex properties. Jarvis stated there are two ways the City can annex property, voluntary and involuntary.

Commissioner Sullivan requested a copy of the presentation. Jarvis confirmed.

Chair Strange proposed a recess prior to the next agenda item. He provided the meeting process and rules to Commissioners Ellis and Sullivan.

Chair Strange stated if there are any questions or changes to the meeting minutes they need to be discussed during the Work Session.

Chair Strange closed the Work Session at 5:23 p.m.

B. Presentation of Certificates of Appreciation to former Commissioners Amber Briggie and Frank Dudowicz. (Chair Jim Strange)

Chair Strange provided a Certificate of Appreciation to former Commissioner Amber Briggie. Strange thanked Amber Briggie and Frank Dudowicz for their service.

REGULAR MEETING

Chair Strange called the Regular Meeting to order at 6:37 p.m.

The Planning and Zoning Commission convened in a Regular Meeting on **Wednesday, September 14, 2016, at 6:30 p.m.** in the City Council Chambers at City Hall, 215 E. McKinney at which time the following items were considered:

1. PLEDGE OF ALLEGIANCE

A. U.S. FLAG

B. TEXAS FLAG

2. CONSIDER APPROVAL OF THE PLANNING AND ZONING COMMISSION MINUTES FOR:

1 A. Consider approval of the Planning and Zoning Commission meeting minutes.

2
3 Chair Strange stated the August 10th, 2016 minutes, will be continued to the next meeting, due to
4 absence of commissioners.

5
6 Commissioner Devin Taylor motioned, Commissioner Larry Beck seconded to approve the August
7 24, 2016 meeting minutes. Motion approved (4-0). Commissioner Devin Taylor "aye",
8 Commissioner Larry Beck "aye", Chair Jim Strange "aye", and Commissioner Gerard Hudspeth,
9 "aye".

10
11 3. CONSENT AGENDA

12 A. Consider approval of a Preliminary Plat of the Rancho Vista Addition. The approximately 2.359 acre property is generally located on the north side of Emery Street, approximately 310 feet east of North Bonnie Brae Street, within the R. Beaumont Survey, Abstract No. A-31. (PP16-0010, Rancho Vista Addition, Julie Wyatt)

13 B. Consider approval of a Final Plat of the Meadow Oaks Subdivision, Phase 4. The approximately 8.80 acre site is generally located at the terminus of Oak Tree Drive, 155 feet west of Autumn Oak Drive. (FP16-0018, Meadow Oaks Addition, Phase 4, Julie Wyatt) This item was continued at the August 24, 2016, Planning and Zoning Commission meeting.

14 C. Consider a Final Plat of Lots 41-46, Block 1, Phase 2-A of the Country Club Village. The approximately 2.44 acre property is generally located on the south side of Fairway Drive, approximately 1,500 feet east of Fort Worth Drive (US 377), within the George W. Daugherty Survey, Abstract No. 351, in the City of Denton, Denton County, Texas. (FP16-0028, Country Club Village, Mike Bell)

15 Commissioner Larry Beck motioned, Commissioner Devin Taylor seconded to approve the
16 Consent Agenda Item. Motion approved (6-0). Commissioner Devin Taylor "aye", Commissioner
17 Larry Beck "aye", Commissioner Steve Sullivan "aye", Chair Jim Strange "aye", Commissioner
18 Margie Ellis "aye", and Commissioner Gerard Hudspeth "aye".

19
20 4. ITEMS FOR INDIVIDUAL CONSIDERATION

21 A. Consider approval of an Alternative Development Plan (ADP) for the construction of an office development. The subject property is generally located on the north side of Duchess Drive, approximately 750 feet west of South Loop 288 within a Community Mixed Use General (CM-G) District. (ADP16-0007, Pecan Creek Business Park, Mike Bell)

22 Mike Bell, Senior Planner, provided the backup materials for this request.

23
24 Lee Allison, Allison Engineering Group, 4401 I-35 #102, Denton, Texas. Allison discussed the
25 orientation of the building and parking spaces. He provided details in regards to bicycle racks and
26 pervious pavers.

1
2 Commissioner Taylor stated that this is a neat project, it is interesting to see a round parking lot.
3 He questioned the correct term for this type of runoff in the area. Allison confirmed that it's
4 typically called a water quality runoff or storm water runoff. There is a box culvert that runs along
5 the east side of the property. Commissioner Taylor questioned why all of the parking spaces don't
6 drain into the runoff. Allison stated because of the topography of the land. Allison discussed grade
7 elements that tie into each other on the site. Commissioner Taylor questioned if two dumpsters
8 would be enough service for the building. Allison confirmed that they are going with the largest
9 dumpsters available, including recycling containers.

10
11 Commissioner Beck stated the development is going from 57 parking spaces to 101 parking spaces.
12 Allison stated the 101 parking spaces are for both proposed buildings.

13
14 Allison stated they would like to request the project to be completed in phases. The first phase
15 would include the parking lot, which would be the circle parking lot. Chair Strange requested
16 clarification from staff. Munal Mauladad, Deputy Director of Development Services, stated the
17 Alternative Development Plan would have to comply with these elements. She stated the phases
18 could be addressed during the building permit process.

19
20 Bell stated his conditions state that the development complies with the phasing plan. He stated the
21 Commission could remove that condition. Chair Strange acknowledged.

22
23 Chair Jim Strange motioned, Commissioner Margie Ellis seconded to approve this request based
24 on the following staff conditions and amendments: 1. The proposed development shall
25 substantially comply with the Site Plan, Landscape Plan, and ~~Phasing Plan~~ in the staff exhibits, 2.
26 The primary building material for all facades shall be brick or masonry, and 3. The proposed
27 buildings shall be constructed with the same or similar architectural design and materials to
28 promote an office campus aesthetic and character. Motion approved (6-0). Commissioner Devin
29 Taylor "aye", Commissioner Larry Beck "aye", Commissioner Steve Sullivan "aye", Chair Jim
30 Strange "aye", Commissioner Margie Ellis "aye", and Commissioner Gerard Hudspeth "aye".

31 32 5. [PUBLIC HEARINGS](#)

- 33
34 A. [Hold a public hearing and consider a Final Replat of Ryan Companies Addition, Lots 1R and](#)
35 [2R, Block B, being a replat of Ryan Companies Addition, Lot 1, Block B. The approximately](#)
36 [33.591 acre property is generally located on Dakota Lane approximately 850 feet south of](#)
37 [Airport Road and within the Robert Chowning Survey, Abstract Number 266 and within the](#)
38 [O.S. Brewster Survey, Abstract Number 56. \(FR16-0018, Ryan Companies Addition, Hayley](#)
39 [Zagurski\)](#)

Chair Strange opened the Public Hearing. Hayley Zagurski, Assistant Planner, provided the backup materials for this request. There was no one to speak on this item. Chair Strange closed the Public Hearing.

Commissioner Larry Beck motioned, Commissioner Devin Taylor seconded to approve this request. Motion approved (6-0). Commissioner Devin Taylor "aye", Commissioner Larry Beck

1 "aye", Commissioner Steve Sullivan "aye", Chair Jim Strange "aye", Commissioner Margie Ellis
2 "aye", and Commissioner Gerard Hudspeth "aye".
3

- 4
5 B. Hold a public hearing and consider making a recommendation to City Council regarding a rezoning request from a Downtown Residential 1 (DR-1) District to a Downtown Residential 2 (DR-2) District on approximately 0.87 acres, generally located on the east side of McCormick Street, approximately 100 feet south of W. Eagle Drive. (Z16-0017, Saint John Paul II University Pastoral Center, Hayley Zagurski)

6 Strange opened the Public Hearing. Hayley Zagurski, Assistant Planner, provided the summarized
7 request. There was no one to speak, Chair Strange closed the Public Hearing.

8 Commissioner Taylor requested the applicant to address some questions he had during the Work
9 Session. Commissioner Taylor questioned if the lots would be combined.

10
11 Craig Bond, KJE Environmental & Civil Engineering, 500 Moseley Rd, Cross Roads, Texas. Bond
12 stated he is not aware, he stated at one point the plan was to combine all five lots. However, there
13 were issues with that plan.

14
15 Commissioner Taylor questioned if this area per the zoning map is checkerboard, he stated every
16 block has a different zoning than the neighboring parcels. He stated he feels the area could all be
17 appropriate as either Downtown Residential-2, Downtown Commercial-Neighborhood,
18 Downtown Commercial-General. Commissioner Taylor stated he feels these zoning areas need to
19 be cleaned up some.

20
21 Commissioner Hudspeth stated he would like special attention paid towards the traffic in the area.
22 Chair Strange stated the applicant would have to meet the parking criteria for the area.

23
24 Commissioner Devin Taylor motioned, Commissioner Larry Beck seconded to approve this
25 request. Motion approved (6-0). Commissioner Devin Taylor "aye", Commissioner Larry Beck
26 "aye", Commissioner Steve Sullivan "aye", Chair Jim Strange "aye", Commissioner Margie Ellis
27 "aye", and Commissioner Gerard Hudspeth "aye".
28

- 29
30 C. Hold a public hearing and consider making a recommendation to City Council regarding a rezoning request from a Neighborhood Residential 4 (NR-4) District to a Neighborhood Residential Mixed Use (NRMU) District on an approximately 0.17 acre property located at 309 Hettie Street, in the City of Denton, Denton County, Texas. (Z16-0012, McKinney Street Office, Mike Bell) This item is a continuation of the public hearing from the August 10, 2016 meeting. THE APPLICANT HAS WITHDRAWN THIS APPLICATION.

31 Chair Strange stated this item has been withdrawn by the applicant.

6. PLANNING & ZONING COMMISSION PROJECT MATRIX

A. Planning and Zoning Commission project matrix.

There was no discussion. Chair Strange adjourned the Regular Meeting at 7:12 p.m.

Chair Jim Strange

Cathy Welborn

Administrative Assistant