



**REGULAR PLANNING AND ZONING COMMISSION
MEETING MINUTES
JULY 13, 2020**

COMMISSIONERS PRESENT: Chairperson Josh Spare, Vice-Chairperson Shawn Connor, Secretary Max Coleman, and Commissioners, Cheryl Smith, Julia Perez, Bill Moser, Eric Hedin, Warren Landrum.

COMMISSIONERS ABSENT: Clayton Fisher

CITY STAFF PRESENT: Deputy City Manager Bill Crolley, Bill Hills, Savannah Ware, Chief City Planner, Charles Lee, Senior Planner, Mark Dempsey, Deputy City Attorney, Brett Huntsman, Transportation Planner, Monica Espinoza, Executive Assistant.

Chairperson Josh Spare called the meeting to order by Video Conference at 6:30 p.m. and Commissioner Moser gave the invocation, and Commissioner Hedin led the pledge of allegiance to the US Flag, and the Texas Flag.

Citizen Comments: None

AGENDA ITEM: #1 - APPROVAL OF MINUTES: To approve the minutes of the Planning and Zoning Commission meeting of June 22, 2020.

CONSENT PUBLIC HEARING AGENDA Item #2- P200703 - Preliminary Plat - Prairie Gate Addition Phase 2, Lots 2 & 3, Block A (Commissioner Hedin/City Council District 2). Preliminary Plat of Lots 2 and 3, Block A, Prairie Gate Addition, creating two lots on 10.646 acres. Lots 2 and 3, Block A, Prairie Gate Addition, City of Grand Prairie, Dallas County, Texas, zoned Planned Development -19 and is within Interstate Highway 20 (IH-20) Overlay Corridor District, generally located southwest of Fish Creek Road and Westcliff Road. The applicant is Chase Debaun, Aerofirma Corporation and the owner is Westcliff Road Office, LLC.

Item #3 - P200704 - Final Plat - Rocha Addition, Lot 1, Block 1 (Commissioner Perez/City Council District 3). Final Plat of Lot 1 Block 1, Rocha Addition, creating one single-family residential lot on 0.729 acre. Lot 1, Block 1, Rocha Addition, 0.729 acre tract situated in the Pablo Mansola Survey, Abstract No. 992, City of Grand Prairie, Dallas County, Texas, zoned Planned Development-302 (PD-302) Single Family Detached Residential District, generally

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PUBLIC HEARING TABLE ITEM #4 S200603 - Site Plan - Hunter Ferrell Logistics Park (Commissioner Fisher/City Council District 1).

Vice Chairperson Connor moved to approve the minutes, cases P200703 and P200704 and table case S200603.

Motion: Connor

Second: Smith

Ayes: Coleman, Hedin, Moser, Perez, Spare, Landrum, Connor, Smith

Nays: None

Approved: 8-0

Motion: **carried.**

PUBLIC HEARING AGENDA Item #5 – SU200701/S200701 - Specific Use Permit/Site Plan - Shift Forward Auto (Commissioner Fisher/City Council District 1). Senior Planner Charles Lee presented the case report and gave a Power Point presentation a Specific Use Permit to operate an Internet Auto Sales business at 2429 Dalworth Street, Suite 102. Internet Auto Sales requires approval of a Specific Use Permit in Commercial zoning districts per Article 4, “Permissible Uses” of the Unified Development Code, Article 4, Section 15, ‘Use Charts’. The request for Internet Auto Sales uses limits vehicle inventory to the interior of building with no vehicles inventory for sale visible from the public view.

Mr. Lee stated the applicant is seeking a Specific Use Permit to operate an Internet Auto Sales business at 2429 Dalworth Street, Suite 102. Internet Auto Sales requires approval of a Specific Use Permit in Commercial zoning districts per Article 4, “Permissible Uses” of the Unified Development Code, Article 4, Section 15, ‘Use Charts’. The request for Internet Auto Sales uses limits vehicle inventory to the interior of building with no vehicles inventory for sale visible from the public view. The existing single story, 6,500 square foot building was developed in mid-1980s for flex-space, office/warehouse businesses. The requested SUP space (1,750 sf) was more recently leased for Courier Business. The single story brick building consists of four separate suites with primary business entry doors orientated on the eastern side of the building and four overhead doors orientated to the east, not fronting Dalworth Street. The remaining spaces are being used for commercial and personal business serve uses. Primary access to the property is from two existing commercial driveways along Dalworth Street. Adequate visitor and employee parking is being provided up front and to the east of the building (21 spaces), The elements and functions of the facility shall provide for interior showroom, customer waiting

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areas and offices. The site has limited opportunities for landscaping features; however, shrubbery is provided along the front and eastern portions of the building's entryway. *General Operations:* According to the Operational Plan and discussion with the applicant, the single tenant Internet Auto Sales business will be open Monday through Friday from 10:00 AM to 7:00 PM and Saturday from 10:00 AM to 5:00 PM. Internet Auto Sale use restricts outdoor auto inventory display allowing for virtual storefront only. The applicant proposes to maintain interior auto inventory to 3 to 4 cars maximum. In accordance with the applicant's operational plan, the business will occasionally outsource make-ready and other minor auto repair including tune-ups and fluid changes with neighboring business when necessary. None of the above-mentioned auto-related functions shall be done on-site. The Development Review Committee (DRC) recommends approval with the condition that operations comply with the City's Auto Related Business ordinance.

Chairperson Josh Spare asked if Shift Forward Auto was open for business. Mr. Lee stated no, they only have a lease at the moment.

Chairperson Josh Spare asked if cars would be parked outside of the property. Mr. Lee stated no cars will be stored outside.

Applicant Maurice Williams, 2429 Howard St. Suite 102 was present representing the case and stated he was present to answer any questions the public may have.

Chairperson Josh Spare stated there were no more questions for staff, opened the public hearing, and called for individuals wishing to speak on this item.

Commissioner Coleman moved to close the public hearing and approve case SU200701/S200701.

The action and vote recorded as follows:

Motion: Coleman

Second: Perez

Ayes: Coleman, Hedin, Moser, Perez, Spare, Landrum, Connor, Smith

Nays: None

Approved: 8-0

Motion: **carried.**

Item #6 - SU200604/S200604 - Specific Use Permit/Site Plan - Texas Trust Credit Union (City Council District 2). Chief City Planner Savannah Ware presented the case report and gave a Power Point presentation for a Specific Use Permit for for Texas Trust Credit Union, a 4,280 sq.

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ft. building with three drive-through lanes. Lot 1R2, Block 1, Khol's Grand Prairie Addition, City of Grand Prairie, Dallas County, Texas, zoned PD-21, within the IH-20 Corridor Overlay District, and addressed as 5850 W IH-20. The applicant didn't request any variances.

Ms. Ware stated the applicant intends to construct a 4,280 sq. ft. banking facility with three drive-through lanes. Banking facilities with a drive-through require a Specific Use Permit when located within a Corridor Overlay District. Development in a Planned Development District or Corridor Overlay District requires Site Plan approval by City Council. Development at this location requires City Council approval of a Site Plan because the property is zoned PD-21 and within the IH-20 Corridor Overlay District. The purpose of site plan approval is to ensure that development meets requirements in the Unified Development Code (UDC), provides adequate circulation, and uses quality site planning techniques. The UDC identifies criteria for evaluating proposed developments. Criteria include density and dimensional standards, landscaping and screening requirements, and architectural design for special districts. The purpose of the Specific Use Permit process is to identify those uses which might be appropriate within a zoning district, but due to either their location, functional or operational nature, could have potentially negative impact upon surrounding properties; and to provide for a procedure whereby such uses might be permitted by further restricting or conditioning them so as to eliminate such probable negative impacts. The applicant intends to construct a 4,280 sq. ft. banking facility with three drive-through lanes and one drive-through ATM. The site is directly accessible from Carrier Pkwy via an existing drive. The site is also accessible from via a second drive and mutual access drive on the lot to the north. The Site Plan includes building, parking spaces, fire lane and access drives, and a dumpster enclosure. The Development Review Committee (DRC) recommends approval.

Amy Scherer, L. Keeley Construction was present representing the case and thanked everyone for their time.

There being no further discussion on the case commissioner Moser moved to close the public hearing and approve case SU200604/S200604.

The action and vote recorded as follows:

Motion: Moser

Second: Perez

Ayes: Coleman, Hedin, Moser, Perez, Spare, Landrum, Connor, Smith

Nays: none

Approved: 8-0

Motion: **carried.**

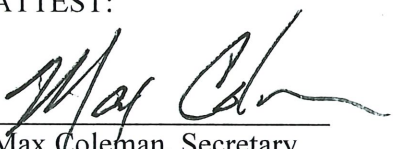
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Commissioner Moser moved to adjourn the meeting. The meeting adjourned at 6:56 p.m.



Joshua Spate, Chairperson

ATTEST:



Max Coleman, Secretary

An audio recording of this meeting is available on request at 972-237-8255.