AGENDA
PLANNING & ZONING COMMISSION
TUESDAY, NOVEMBER 22, 2016

The Planning and Zoning Commission will convene into a Work Session at 6:15 p.m. in the City Hall Conference Room at the Municipal Center, 4000 Main Street, Rowlett, at which time the following items will be considered:

i. Call to Order.

ii. Discuss items on the regular agenda.

iii. Adjourn.

The Planning and Zoning Commission will convene into a Regular Meeting at 6:30 p.m. in the City Hall Chambers at the Municipal Center, 4000 Main Street, Rowlett, at which time the following items will be considered:

A. CALL TO ORDER

1. Update Report from Staff.

B. CONSENT AGENDA

1. Minutes of the Planning and Zoning Commission Meeting of November 8, 2016.

C. ITEMS FOR INDIVIDUAL CONSIDERATION

1. Conduct a public hearing and take action on a replat of 6407, 6409, and 6411 Rosebud Drive further described as being Lot 10, block 1 of Lakeridge Estates No. 3 and tracts 55.12, 55.6 and 55.7 of the Reason Crist Survey, Abstract 225, City of Rowlett, Dallas County, Texas.

D. ADJOURNMENT

NOTE: THE PLANNING AND ZONING COMMISSION MAY RETIRE AND CONVENE INTO EXECUTIVE, CLOSED SESSION ON ANY MATTER RELATED TO ANY OF THE ABOVE AGENDA ITEMS FOR THE PURPOSES OF PRIVATE CONSULTATION WITH THE CITY ATTORNEY UNDER SECTION 551.071 OF THE TEXAS GOVERNMENT CODE.

NOTE: THE CITY OF ROWLETT MEETING ROOMS ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT AND PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT FOR FURTHER INFORMATION.

Garrett Langford, Principal Planner
MINUTES OF THE WORK SESSION AND REGULAR MEETING
OF THE PLANNING & ZONING COMMISSION
OF THE CITY OF ROWLETT, TEXAS, HELD IN THE CITY COUNCIL CHAMBERS
4000 MAIN STREET, AT 7:00 P.M., NOVEMBER 8, 2016

WORK SESSION

PRESENT: Chairman Michael Lucas, Vice Chairman James Moseley, Commissioners Thomas Finney, Jonas Tune, Lisa Estevez, Stephen Ritchey, Alternates Kevin Moore, Kim Clark

ABSENT: Commissioner Chris Kilgore

STAFF PRESENT: Director of Development Services Marc Kurbansade, Principal Planner Garrett Langford, Senior Planner Patricia Roberts, Planner I Katy Goodrich

i. Call to Order

Commission Chair Lucas called the Commission to order at 6:04.

ii. Joint Work Session with City Council and Planning and Zoning Commission.

Marc Kurbansade, Director of Development Services, reviewed rules for updating the Comprehensive Plan per the Local Government Code. He briefly reviewed the process for Realize Rowlett 2020 and the development of the 13 strategic opportunity areas for future development. He reviewed the conventional types of zoning and design guidelines that go along with them as well as the newer form-based codes and the guidelines that differ. Mr. Kurbansade highlighted some projects that have begun development in the strategic opportunity areas already and reviewed the zoning process for both conventional type and form-based code projects.

Discussion regarding conventional projects that tend to follow the same design formula and the policy decision regarding what the City is willing to accept. Discussion regarding the application of the newer form-based code and the construction of the first projects, which included some perceived inconsistent application of the Code, and the need to have patience as the Code has only been in effect for two years – it needs to have time to work through.

There was consensus among both Council and the Commission to proceed with the process to review and update the Comprehensive Plan, which will begin in January.

iii. Adjourn
Chairman Lucas adjourned the Commission at 7:15 so after a short break they could reconvene in their regular meeting.

REGULAR SESSION

PRESENT: Chairman Michael Lucas, Vice Chairman James Moseley, Commissioners Thomas Finney, Jonas Tune, Lisa Estevez, Stephen Ritchey, Alternates Kevin Moore, Kim Clark

ABSENT: Commissioner Chris Kilgore

STAFF PRESENT: Assistant City Engineer Ty Thompson, Principal Planner Garrett Langford, Senior Planner Patricia Roberts, Planner I Katy Goodrich, Development Services Coordinator Lola Isom

A. CALL TO ORDER

Chairman Michael Lucas called the Regular Meeting to order at 7:23 p.m.

1. Update Report from Staff.

Garrett Langford, Principal Planner, provided an update on recent City Council action regarding planning items.

B. CONSENT AGENDA


2. Consider and take action on a Preliminary Plat for the Waterspring Townhomes Addition 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.

Vice Chairman James Moseley made a motion to approve the Consent Agenda. Commissioner Lisa Estevez seconded the motion. The motion passed with a 7-0 vote.
MINUTES OF THE WORK SESSION AND REGULAR MEETING
OF THE PLANNING & ZONING COMMISSION
OF THE CITY OF ROWLETT, TEXAS, HELD IN THE CITY COUNCIL CHAMBERS
4000 MAIN STREET, AT 7:00 P.M., NOVEMBER 8, 2016

C. ITEMS FOR INDIVIDUAL CONSIDERATION

1. Conduct a public hearing and make a recommendation on a request for a Special Use Permit to allow a restaurant with a drive-through at 8201 Lakeview Parkway further described as being Lot 3R, Block A, of the Amesbury Addition, City of Rowlett, Dallas County, Texas.

Katy Goodrich, Planner, presented a location map and provided background on the case. She presented a Concept Plan and explained that a Traffic Impact Analysis (TIA) and deceleration lane would be required.

Ms. Goodrich mentioned that public hearing notifications were sent; two were received in favor and two in opposition from the 200’ notification and two were received in favor and none in opposition from the 500’ courtesy notification. She summarized the staff analysis and stated that staff recommends approval.

There was discussion amongst the Commission regarding the request for a traffic signal at the intersection of Amesbury and SH66 and the deceleration lane. Commentary was provided by the Assistant City Engineer, Ty Thompson.

Chairman Michael Lucas opened the public hearing.

No speakers came forward.

Chairman Michael Lucas closed the public hearing.

The applicant came forward:

**Tim Thompson**
Crestview Real Estate
12720 Hillcrest
Dallas, Texas

Mr. Thompson stated that he had not confirmed whether or not the existing Starbuck’s located at the Tom Thumb Shopping Center would remain open or not.

Commissioner Thomas Finney made a motion to recommend approval the request. Vice Chairman James Moseley seconded the motion. The motion passed with a 7-0 vote.
2. Conduct a public hearing and make a recommendation on a request for a rezoning from a Form-Based Commercial Center Zoning District to a Planned Development (PD) with underlying Single Family-5 (SF-5) base zoning district. The subject property is located at 7400 and 7600 Liberty Grove Road further described as 58.83 +/- acre tract of land situated in the Jessie S. Starkey Survey, Abstract No. 1333, in the City of Rowlett, Dallas County, Texas.

Mr. Langford presented a location map, Zoning Map, Concept Plan, proposed development standards, detail on the Realize Rowlett 2020 Center for Commerce + Industry (Area B-1) guidelines, summarized the case, and illustrated the vision intended for the area. He summarized the staff analysis, explained the work/live imbalance in Rowlett, and stated that staff recommends denial.

He mentioned that required advertising and public hearing notification was sent to the 200’ and 500’ notification areas; two responses were received in favor and one in opposition.

There was discussion amongst the Commission regarding additional clarification on the rezoning request.

Chairman Michael Lucas opened the public hearing.

The applicant came forward:

**Collier Bailey**
**Skorburg Co.**
**1804 Westchester, #710**
**Dallas, Texas 75225**
**Applicant**

Mr. Bailey provided a PowerPoint presentation including background on the Skorburg Co., examples of their past developments, and the request for the subject property. He provided detail on the accessibility, housing types, centralized open space concept, and the perimeter trail way.
There was discussion amongst the Commission regarding rear entry lots, parking, guidelines of the Comprehensive Plan (Realize Rowlett 2020), and difficult to develop properties.
An additional representative of the applicant came forward:

Adam Eucheck  
Skorburg Co.  
1804 Westchester, #710  
Dallas, Texas 75225  
Applicant

Mr. Eucheck addressed the parking inquiries.

No additional speakers came forward.

Chairman Michael Lucas closed the public hearing.

Mr. Eucheck asked the Commission for additional guidance regarding developing the subject property. Chairman Michael Lucas stated that the Planning and Zoning Commission could not provide any specific guidance regarding adjusting their proposal in order to be approved.

Commissioner Thomas Finney made a motion to recommend denial the request. Commissioner Lisa Estevez seconded the motion. The motion passed with a 7-0 vote.

3. Consider and take action on a Preliminary Replat for the Heritage Church Addition located at 7900 Miller Road further described as being 4.422 +/- acres in the Charles Merrill Survey, Abstract No. 957, City of Rowlett, Dallas County, Texas.

Mr. Langford presented a location map, Preliminary Plat, and provided detail regarding the request. He summarized the staff analysis.

There was discussion amongst the Commission regarding the number of the lots affected, alley/entry design, screening on the east side of the property, and Homeowner’s Associations (HOA).
Vice Chairman James Moseley made a motion to approve the request. Commissioner Lisa Estevez seconded the motion. The motion passed with a 7-0 vote.

4. Consider and make a recommendation regarding a revised tree mitigation plan and related tree removal permit application for Manors on Miller. The subject property is located North of Miller road and West of Dorchester further described as 8.437 +/- acres of land located in the S.A. & M.G. RR Survey, Abstract No.1407, City of Rowlett, Dallas County, Texas.

Patricia Gottilly-Roberts, Senior Planner, presented a location map, revised Tree Mitigation Plan, Landscape Plan, and summarized the request to remove one pecan tree. She stated that staff recommends approval.

There was discussion amongst the Commission regarding the drip line of the tree, utility lines going through the roots of the tree, consultation with an arborist, and staff site visits.

Mr. Thompson, Assistant City Engineer, came forward to reiterate the fact that the tree will die due to the lime stabilization and development efforts.

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

D. ADJOURNMENT

Chairman Michael Lucas adjourned the meeting at 8:32 p.m.
AGENDA DATE: 11/22/2016  AGENDA ITEM: C1

AGENDA LOCATION:
Individual Consideration

TITLE
Conduct a public hearing and take action on a replat of 6407, 6409, and 6411 Rosebud Drive further described as being Lot 10, block 1 of Lakeridge Estates No. 3 and tracts 55.12, 55.6 and 55.7 of the Reason Crist Survey, Abstract 225, City of Rowlett, Dallas County, Texas.

STAFF REPRESENTATIVE
Patricia Gottilly-Roberts, CFM, – Senior Planner

SUMMARY
The property owners (applicants) are requesting a replat in order to combine three unplatted parcels that they own with their property located 6407 Rosebud Drive (Attachment 1 – Location Map). The purpose of the replat is to combine all of the owner’s properties into one larger lot in order to build a new residential detached garage.

BACKGROUND INFORMATION
The property owners, Dale and Shery Henning, are proposing to replat the subject properties to create one 21,743 square-foot lot (Attachment 2 – Replat) in order to add a new detached garage behind their house. In 2014, the property owners of 6407 Rosebud Drive acquired three parcels located behind their property with the intent of using the additional land to build a new detached garage. The replat is required because the new detached garage cannot be built on unplatted property and it must be located on the same lot as their house. The subject properties located at 6407, 6409, and 6411 Rosebud Drive are zoned Single Family (SF-9) Residential. A public hearing is required as the subject properties are zoned single family residential.

DISCUSSION
Chapter 77-806 of the Rowlett Development Code (RDC) states that the Planning and Zoning Commission may only approve a final plat when the following criteria are met.

(a) Conforms to Chapter 77-600, Subdivision and land development, and any regulations adopted pursuant to that chapter;
(b) Promotes the public health, safety and welfare;
(c) Provides for the proper arrangement of streets in relation to existing or proposed streets;
(d) Provides for the efficient movement of vehicular and pedestrian traffic;
(e) Ensures adequate and properly placed utilities;
(f) Provides access for firefighting apparatus as determined by the fire marshal;
(g) Provides light and air and avoids congestion;
(h) Facilitates the orderly and efficient layout and use of the land; and
(i) Furthers the goals and policies of the comprehensive plan and the city council."

City Staff from the Planning and Engineering Divisions as well as the Fire Marshal’s Office have reviewed the replat for compliance with the Rowlett Development Code. Staff recommends approval of this request as it meets the requirements set forth in RDC and in the SF-9.

**Public Notice**
As required by the RDC and the Texas Local Government Code, notices of this public hearing were mailed to property owners within 200 feet of the subject properties and a legal notice was published in the Dallas Morning News. A total of 20 notices were mailed. As of November 16, 2016, one response has been returned in favor of the request while one was received in opposition (Attachment 3 – Responses).

**FISCAL IMPACT / BUDGET IMPLICATIONS**
N/A

**RECOMMENDED ACTION**
Staff recommends approval.

**ATTACHMENTS**
Attachment 1 – Location Map
Attachment 2 – Proposed Final Plat
Attachment 3 – Responses
NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a residential replat

LOCATION: The subject property is located at 6407, 6409, 6411 Rosebud Drive, further described as Lot 10R, block 1 of Lakeridge Estates and Tracts 55.12, 55.6 and 55.7 of the Reason Crist Survey, Abstract 225, City of Rowlett, Dallas County, Texas. This notice and the notification area are required under Chapter 77-806 of the Rowlett Development Code and under Chapter 212.015 of the Texas Local Government Code. A location map depicting the 200 foot notification area is attached for reference.

Chapter 212.015 (c). “If the proposed replat requires a variance and is protested in accordance with this subsection, the proposed replat must receive, in order to be approved, the affirmative vote of at least three-fourths of the members present of the municipal planning commission or governing body, or both. For a legal protest, written instruments signed by the owners of at least 20 percent of the area of the lots or land immediately adjoining the area covered by the proposed replat and extending 200 feet from that area, but within the original subdivision, must be filed with the municipal planning commission or governing body, or both, prior to the close of the public hearing.”

EXPLANATION OF REQUEST: The applicant is requesting to replat the subject property, 6407, 6409, 6411 Rosebud Drive, into one lot in order in order to build a garage addition. The proposed replat does not include a request for a variance.

☑ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
□ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: Approval provides improved land use and increased property values for the applicant and the neighborhood.

SIGNATURE: Dale

ADDRESS: 6407 Rosebud Dr.

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on November 22, 2016, and City Council will hold a public hearing at 7:30 p.m. on December 6, 2016 at the Municipal Annex Building, 4004 Main Street, Rowlett, Texas. Both hearings will be held at the Municipal Center, 4000 Main Street, Rowlett, Texas.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Department by 5 pm on Wednesday, November 16, 2016, for your comments to be included in the Planning and Zoning Commission packet and or by Wednesday November 30, 2016 to be included in the City Council packet. All responses received by November 22, 2016 will be forwarded to the City Council as well. It is not necessary to respond twice.

If you have any questions concerning this request, please contact Development Services.
Phone 972-412-6114, FAX 972-412-6228
proberts@rowlett.com

RETURN BY FAX OR MAIL
City of Rowlett
Department of Development Services
3901 Main Street
Rowlett, TX 75088
NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Application for a residential replat

LOCATION: The subject property is located at 6407, 6409, 6411 Rosebud Drive, further described as Lot 10R, block 1 of Lakeridge Estates and Tracts 55.12, 55.6 and 55.7 of the Reason Crist Survey, Abstract 225, City of Rowlett, Dallas County, Texas. This notice and the notification area are required under Chapter 77-806 of the Rowlett Development Code and under Chapter 212.015 of the Texas Local Government Code. A location map depicting the 200 foot notification area is attached for reference.

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EXPLANATION OF REQUEST: The applicant is requesting to replat the subject property, 6407, 6409, 6411 Rosebud Drive, into one lot in order in order to build a garage addition. The proposed replat does not include a request for a variance.

☐ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

☒ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: See 2nd page

SIGNATURE: [Signature]

ADDRESS: 6405 Rosebud Dr, Rowlett, TX 75089

Your written comments are being solicited in the above case. Additional information is available in the Department of Public Works / Planning Division located at 3901 Main Street. The Planning and Zoning Commission of the City of Rowlett, Texas, will hold a public hearing at 6:30 p.m. on November 22, 2016, and City Council will hold a public hearing at 7:30 p.m. on December 6, 2016 at the Municipal Annex Building, 4004 Main Street, Rowlett, Texas. Both hearings will be held at the Municipal Center, 4000 Main Street, Rowlett, Texas.

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proberts@rowlett.com

RETURN BY FAX OR MAIL
City of Rowlett
Department of Development Services
3901 Main Street
Rowlett, TX 75088
To: Rowlett Department of Developmental Services  
Re: Application for a residential replat  
  
To Whom It May Concern,  
  
I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:  
  
The only access to the subject property is through the driveway that lies directly adjacent to my property (6405 Rosebud Dr). Whether the applicant is planning to build a “garage addition” back there, or something else, there will be increased traffic through the area, which can potentially be a nuisance or disruption of the peace. I am concerned that the applicant will build a large structure (e.g., RV carport), that will obstruct the view/skyline. I am also concerned that the applicant may use the property for a small business venture (e.g., auto repair). Another possibility is that the applicant may potentially build a residential property in that area, which again would increase the traffic through the area, directly adjacent to my property. What’s more, increased traffic through this area also has the potential to negatively effect the value of my home. For these reasons, I am firmly opposed to the proposed replat. Please feel free to contact me at aaron.agirre@yahoo.com, or by telephone, (972) 322-4030.  
  
Dr. Aaron J. Agirre, Major, USAF