

**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 5:30 P.M., JUNE 13, 2017**

WORK SESSION

PRESENT: Vice Chairman James Moseley, Commissioners Jonas Tune, Lisa Estevez, Kevin Moore, Stephen Ritchey, Thomas Finney, Alternates Caleb Baucom, Wendy Bigony.

ABSENT: Chairman Michael Lucas, Alternate Mark Engen.

STAFF PRESENT: Director of Development Services Mark Kurbansade, Planning Manager Tony Felts, Assistant City Engineer Ty Thompson, Urban Design Manager Daniel Acevedo, Senior Planner Patricia Roberts, Planner II Tara Bradley, Planner I Kameka Miller, Development Services Coordinator Susan Nix

i. Call to Order

Vice Chair James Moseley called the Commission to order at 5:31 and introduced the members present: Thomas Finney, Lisa Estevez, Jonas Tune, Stephen Ritchey and Wendy Bigony (Alternate). Also present, but arriving later were Caleb Baucom (Alternate) and Kevin Moore.

ii. Joint meeting of Planning and Zoning Commission and City Council to discuss Form-Based Code and opportunities for potential amendments.

Tony Felts, Planning Manager, reviewed recommendations based on interviews conducted with developers and staff regarding possible changes to Form-Based Code and processes. Discussion regarding updates for the Council and Commission on a quarterly basis regarding feedback from developers and on projects in general; information contained in public hearing notices and a desire to have them contain more descriptive information or provide a link where more information can be found. After further discussion, it was the consensus of both the Commission and Council to form a joint sub-committee to review and then make recommendations to both regarding the presented recommendations.

iii. Discuss recommended consultant team for Comprehensive Plan Update.

Marc Kurbansade, Director of Development Services, presented background on the selection process for the consultant team for the Comprehensive Plan Update and introduced representatives from Freese and Nichols, the preferred consultant team for the Comprehensive Plan Update.

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iv. Recess to the Council Chambers for the remainder of the Planning and Zoning Commission Work Session Agenda.

The board recessed at 6:59 p.m. to move into Council Chambers.

The board reconvened at 7:04 p.m.

v. Discuss items on the regular agenda

Planning Manager Tony Felts explained the two items on the Individual Agenda are for the same property but have been separated because they encompass two different requests for Major Warrants with differing staff recommendations.

vi. Adjourn

Vice Chairman James Moseley adjourned the Work Session at 7:05 p.m.

REGULAR SESSION

Note: Alternate Wendy Bigony was the only alternate member who participated in the vote.

PRESENT: Vice Chairman James Moseley, Commissioners Jonas Tune, Lisa Estevez, Kevin Moore, Stephen Ritchey, Thomas Finney, Alternates Caleb Baucom, Wendy Bigony.

ABSENT: Chairman Michael Lucas, Alternate Mark Engen.

STAFF PRESENT: Planning Manager Tony Felts, Assistant City Engineer Ty Thompson, Urban Design Manager Daniel Acevedo, Senior Planner Patricia Roberts, Planner II Tara Bradley, Planner I Kameka Miller, Development Services Coordinator Susan Nix.

A. CALL TO ORDER

Vice Chairman James Moseley called the Regular Meeting to order in the City Council Chambers at 7:05 p.m.

1. Update Report from Staff.

Planning Manager Tony Felts said he will have the information that was discussed in the joint Work Session tonight as separate items on the next agenda. He will also keep the board informed of any upcoming changes with the Comprehensive Plan Update process.

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B. CONSENT AGENDA

1. Minutes of the Planning and Zoning Commission Meeting of May 23, 2017.

Commissioner Thomas Finney made a motion to approve the Consent Agenda. Commissioner Lisa Estevez seconded the motion. The motion passed with a 7-0 vote.

C. ITEMS FOR INDIVIDUAL CONSIDERATION

1. Conduct a public hearing and make a recommendation on a Major Warrant request regarding the minimum garage setback for the Northaven development, located at 3200 and 3600 Hickox Road, further described as being 62.89 +/- acres in the Reason Crist Survey, Abstract #225, City of Rowlett, Dallas County, Texas.

Urban Design Manager Daniel Acevedo came forward and provided background information regarding the request, presented a location map and photos of both the Form-Based Code requirement and the proposed conditions from the developer. He stated that public hearing notifications were sent. Staff recommends denial of the request because of the sidewalk impact and staff believes that the request conflicts of the intent of the Form-Based Code.

Discussion among Commission and Staff regarding required and proposed setbacks and the merits of the Major Warrant.

The developer came forward:

Bruce Prine
Meritage Homes
8840 Cypress Waters
Dallas, Texas 75219

Stephen Pepper
Meritage Homes
3716 Plum Vista Place
Arlington, Texas 76005

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Mr. Prine discussed the history of this request and aspects of the development. Mr. Pepper presented photos of several design examples.

Vice Chairman Moseley opened the public hearing.

The following speaker came forward:

Jerry Merrill
3101 Larkin Ln
Rowlett, TX

Mr. Merrill expressed that he is in favor of the request.

Vice Chairman Moseley closed the public hearing.

Commissioner Thomas Finney made a motion to approve the denial. Commissioner Lisa Estevez seconded the motion. The motion passed with a 6-1 vote. Commissioner Jonas Tune was opposed.

- 2. Conduct a public hearing and make a recommendation on a Major Warrant request regarding the minimum porch size for the Northaven development, located at 3200 and 3600 Hickox Road, further described as being 62.89 +/- acres in the Reason Crist Survey, Abstract #225, City of Rowlett, Dallas County, Texas.**

Urban Design Manager Daniel Acevedo came forward and provided background information regarding the request and provided photos of the proposed porch sizes. He stated that public hearing notifications were sent. Staff recommends approval of this Major Warrant request.

Discussion among Commission and Staff regarding required and proposed porch sizes and percentage of homes affected.

The developer came forward:

Bruce Prine
Meritage Homes

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8840 Cypress Waters
Dallas, Texas 75219

Mr. Prine provided details regarding the variety of porch sizes and aspects of the development. He also stated that both warrants need to be approved before they can move forward with the project.

Vice Chairman Moseley opened the public hearing.

The following speaker came forward:

Jerry Merrill
3101 Larkin Ln
Rowlett, TX

Mr. Merrill stated he is in favor of this request.

Vice Chairman Moseley closed the public hearing.

Commissioner Thomas Finney made a motion for approval. Commissioner Stephen Ritchey seconded the motion. The motion passed with a 7-0 vote.

D. ADJOURNMENT

Vice Chairman James Moseley adjourned the meeting at 7:50 p.m.


Chairman


Secretary

