



**REGULAR PLANNING & ZONING COMMISSION MEETING AUGUST 8, 2019**

**LOCATION:** 1400 Main Street, Southlake, Texas

Work Session - Executive Conference Room, Suite 268 of Town Hall  
or City Council Chambers of Town Hall

Regular Session - City Council Chambers of Town Hall

**COMMISSIONERS PRESENT:** Amy Lepp, Craig Rothmeier, Chris Greer, Daniel Kubiak, Michael Springer, Gina Phalen and Scott Dyche.

**STAFF PRESENT:** Deputy Director of Planning & Development Services, Dennis Killough; Principal Planner, Richard Schell; Planner, Lorrie Fletcher; Planner, Patty Moos; Civil Engineer, Kevin Ferrer, and Commission Secretary, Selena Serrano.

**WORK SESSION:**

1. CALL TO ORDER
2. RECAP OF CITY COUNCIL'S ACTION AND DISCUSSION OF PLANNING & ZONING COMMISSION / SIGN BOARD AGENDA ITEMS.
3. DISCUSSION OF ITEMS ON MEETING AGENDA
4. ADJOURNMENT

**REGULAR SESSION:**

1. CALL TO ORDER

Chairman Kubiak called the meeting to order at 6:30 P.M.

2. CONSIDER: APPOINTMENT OF A CHAIRMAN.

A motion was made to appoint Daniel Kubiak as Chairman.

**Motion: Greer**

**Second: Dyche**

**Ayes: Lepp, Rothmeier, Greer, Kubiak, Springer, Phalen, Dyche**

**Nays: None**

**Abstain: None**

**Approved: 7-0**

3. CONSIDER: APPOINTMENT OF A VICE CHAIRMAN.

A motion was made to appoint Chris Greer as Vice Chairman.

**Motion: Rothmeier**  
**Second: Phalen**  
**Ayes: Lepp, Rothmeier, Greer, Kubiak, Springer, Phalen, Dyche**  
**Nays: None**  
**Abstain: None**  
**Approved: 7-0**

**4. EXECUTIVE SESSION:**

No executive session was held.

**5. CONSIDER: APPROVAL OF THE JUNE 20, 2019 PLANNING AND ZONING MEETING.**

A motion was made to approve the June 20, 2019, Planning and Zoning meeting minutes.

**Motion: Greer**  
**Second: Springer**  
**Ayes: Lepp, Rothmeier, Greer, Kubiak, Springer, Phalen, Dyche**  
**Nays: None**  
**Abstain: None**  
**Approved: 7-0**

**6. CONSIDER: ADMINISTRATIVE COMMENTS.**

Dennis Killough announced that there will be a Corridor Planning Committee meeting held on September 12, 2019, at 5:00 P.M., located at 1400 Main Street, Southlake, Texas.

**CONSENT AGENDA:**

**7. CONSIDER: ORDINANCE NO. 480-762 (ZA19-0008), ZONING CHANGE AND DEVELOPMENT PLAN FOR MARANATHA RESIDENTIAL ON PROPERTY DESCRIBED AS TRACTS 2A03, 2A03A1, 2A03B, 2A05 AND 2A03A, WILLIAM H. MARTIN SURVEY, ABSTRACT NO. 1068, SOUTHLAKE, TEXAS AND ADDRESSED AS 1719 AND 1825 MARANATHA WAY AND 208 RANDOL MILL AVE., SOUTHLAKE, TEXAS. CURRENT ZONING: "AG" AGRICULTURAL DISTRICT AND "SF-1B" SINGLE FAMILY RESIDENTIAL DISTRICT. PROPOSED ZONING: "R-PUD" RESIDENTIAL PLANNED UNIT DEVELOPMENT DISTRICT. SPIN NEIGHBORHOOD #5. THE APPLICANT HAS REQUESTED TO TABLE THIS ITEM UNTIL THE AUGUST 22, 2019 MEETING. A MOTION WAS MADE TO TABLE ITEM 5 AT THE REQUEST OF THE APPLICANT, UNTIL THE NEXT PLANNING AND ZONING MEETING HELD ON AUGUST 8, 2019.**

A motion was made to table Item 7, until the next scheduled Planning and Zoning meeting on August 22, 2019, at the request of the applicant.

**Motion: Greer**  
**Second: Dyche**  
**Ayes: Lepp, Rothmeier, Greer, Kubiak, Springer, Phalen, Dyche**  
**Nays: None**  
**Abstain: None**  
**Approved: 7-0**

**REGULAR AGENDA:**

**8. CONSIDER: RESOLUTION NO. 19-029, (ZA19-0037), SPECIFIC USE PERMIT FOR A MASS GATHERING FOR SOUTHLAKE CARROLL DRAGONS HOMECOMING PARADE ON PROPERTY DESCRIBED AS GRAND AVENUE DISTRICT AND PHASE I, SOUTHLAKE TOWN SQUARE, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS; AND GENERALLY LOCATED BETWEEN N. CARROLL AVENUE, E. SOUTHLAKE BOULEVARD AND STATE HIGHWAY 114, SOUTHLAKE, TEXAS. CURRENT ZONING: "DT" DOWNTOWN DISTRICT. SPIN NEIGHBORHOOD #8. PUBLIC HEARING**

Lorrie Fletcher came forward to present Item 8, and opened for questions.

Applicant, Carroll School District, 2400 North Carroll Ave. came forward to answer questions.

Public hearing was opened and closed. No one came forward to speak.

A motion was made to approve Item 8, ZA19-0037 subject to the Staff Report dated August 2, 2019.

**Motion: Greer**  
**Second: Rothmeier**  
**Ayes: Lepp, Rothmeier, Greer, Kubiak, Springer, Phalen, Dyche**  
**Nays: None**  
**Abstain: None**  
**Approved: 7-0**

**11. CONSIDER: ZA19-0035, PLAT REVISION FOR LOTS 1-6, BLOCK 1, KIMBALL HEIGHTS ON PROPERTY DESCRIBED AS LOT 4, MEADOW OAKS ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 495 S. KIMBALL AVENUE, SOUTHLAKE, TEXAS. CURRENT ZONING: "S-P-1" DETAILED SITE PLAN DISTRICT. SPIN NEIGHBORHOOD #8. PUBLIC HEARING**

Lorrie Fletcher came forward to present Item 11, and answer questions.

Applicant was asked to not come forward and present Item 11.

Public hearing was opened and closed. No one came forward to speak.

A motion was made to approve Item 11, ZA19-0035 subject to the Staff Report dated August 2, 2019, and Plat Review Summary No. 2 dated July 30, 2019.

**Motion: Greer**

**Second: Phalen**

**Ayes: Lepp, Rothmeier, Greer, Kubiak, Springer, Phalen, Dyche**

**Nays: None**

**Abstain: None**

**Approved: 7-0**

**16. CONSIDER: ZA19-0041, PLAT REVISION FOR LOT 2R, KIMBALL PARK ON PROPERTY DESCRIBED AS LOT 2, KIMBALL PARK, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOT A, BLOCK A, BRIARWOOD ESTATES, PHASE I (ALSO KNOWN AS LOT A1, BLOCK A, BRIARWOOD ESTATES, PHASE I) AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 2100 AND 2102 E. STATE HWY. 114, SOUTHLAKE, TEXAS. CURRENT ZONING: "S-P-2" GENERALIZED SITE PLAN DISTRICT. SPIN NEIGHBORHOOD #4. PUBLIC HEARING**

Richard Schell came forward to present Item 16, and answer questions.

Applicant, Jeff Medici, 2106 E. SH 114, Ste. 103, Southlake, Texas, came forward to speak and answer questions.

Public hearing was opened and closed. No one came forward to speak.

A motion was made to approve Item 16, subject to the Staff Report dated August 2, 2019, and Plat Review Summary No. 2 dated August 2, 2019.

**Motion: Greer**

**Second: Rothmeier**

**Ayes: Lepp, Rothmeier, Greer, Kubiak, Springer, Phalen, Dyche**

**Nays: None**

**Abstain: None**

**Approved: 7-0**

**9. CONSIDER: ZA19-0027, PLAT REVISION FOR LOTS 3R3R1 AND 3R3R2, BLOCK 1, STEWARD ADDITION ON PROPERTY DESCRIBED AS LOT 3R3, BLOCK 1, STEWARD ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 551 E. DOVE RD., (ADDRESSED AS 551 AND 561 E. DOVE RD. BY TARRANT APPRAISAL DISTRICT) SOUTHLAKE, TEXAS. CURRENT ZONING: "SF-1A" SINGLE FAMILY RESIDENTIAL DISTRICT. SPIN NEIGHBORHOOD #3. PUBLIC HEARING**

Richard Schell came forward to present Item 9, and answer questions.

Applicant, Jimmy Fechter with Adams Engineering, came forward to give a brief

presentation of Item 9, and answer questions.

Civil Engineer, Kevin Ferrer, came forward to speak and answer questions.

Public hearing was opened and closed. Marcen Howard, 535 E. Dove Road, Southlake, Texas, came forward to speak.

The applicant requested to table Item 9, until the next Planning and Zoning meeting held on August 22, 2019.

At the request of the applicant, a motion was made to table Item 9, until the next Planning and Zoning meeting held on August 22, 2019.

**Motion to Table: Greer**

**Second: Dyche**

**Ayes: Lepp, Rothmeier, Greer, Kubiak, Springer, Phalen, Dyche**

**Nays: None**

**Abstain: None**

**Approved: 7-0**

**10. CONSIDER: ORDINANCE NOS. 480-763 AND 480-764 (ZA19-0033), ZONING CHANGE AND SITE PLAN FOR THE WHEELHOUSE AND ZONING CHANGE AND CONCEPT PLAN FOR THE WHEELHOUSE OPEN SPACE LOTS ON PROPERTY DESCRIBED AS TRACTS 6C01A, 6C02, 6C AND 6C03, JESSE G. ALLEN SURVEY, ABSTRACT NO. 18, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 880 – 950 DAVIS BLVD (F.M. 1938), SOUTHLAKE, TEXAS. CURRENT ZONING: "I-1" LIGHT INDUSTRIAL DISTRICT AND "AG" AGRICULTURAL DISTRICT. PROPOSED ZONING: "S-P-1" DETAILED SITE PLAN DISTRICT AND "SF-20A" SINGLE FAMILY RESIDENTIAL DISTRICT. SPIN NEIGHBORHOOD #11. PUBLIC HEARING**

Richard Schell came forward to present Item 10, and answer questions.

Applicant, Terry Wilkinson, 640 W. Southlake Blvd. Southlake, Texas, came forward to give a brief presentation and to answer questions.

Public hearing was opened and closed. No one came forward to speak.

A motion was made to approve Item 10, subject to the Staff Report dated August 8, 2019, and the Concept Site Plan Review Summary No. 3 dated August 1, 2019; granting the variance requested therein, subject to the following:

1. Noting the applicant's willingness to consider paring down the uses prior to City Council,
2. Proposing and coming forth with a rendering of the Landscape Plan along Davis and west of the property,

3. Noting the applicant's willingness also to dedicate the appropriate type easement for a trail on the west side of the property and with respect to that pathway, working out and coming to scenarios of the location of the pathway, and who would be responsible for, or ideas to that regard, regarding the crossings on the north and the south creek.

**Motion: Greer**

**Second: Dyche**

**Ayes: Lepp, Rothmeier, Greer, Kubiak, Springer, Phalen, Dyche**

**Nays: None**

**Abstain: None**

**Approved: 7-0**

**12. CONSIDER: RESOLUTION NO. 19-026, (ZA19-0036), SPECIFIC USE PERMIT FOR A RESIDENTIAL SOLAR ENERGY SYSTEM ON PROPERTY DESCRIBED AS LOT 2, BLOCK 45, MONTICELLO ADDITION PHASE III, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 1210 WYNDHAM HILL LANE, SOUTHLAKE, TEXAS. CURRENT ZONING: "R-PUD" RESIDENTIAL PLANNED UNIT DEVELOPMENT. SPIN NEIGHBORHOOD #10. PUBLIC HEARING**

Patty Moos came forward to present Item 12, and answer questions.

Applicant, Joseph Willix, 3824 Cedar Springs Rd. Dallas, Texas, came forward to give a brief presentation, and to answer questions.

Public hearing was opened and closed. No one came forward to speak.

A motion was made to approve Item 12, subject to the Staff Report dated August 2, 2019, and Specific Use Permit Staff Review No. 2 dated August 2, 2019.

**Motion: Greer**

**Second: Phalen**

**Ayes: Lepp, Rothmeier, Greer, Kubiak, Springer, Phalen, Dyche**

**Nays: None**

**Abstain: None**

**Approved: 7-0**

**13. CONSIDER: ZA19-0038, SITE PLAN FOR LOT 5, BLOCK A, NORTH DAVIS BUSINESS PARK ON PROPERTY BEING DESCRIBED AS LOT 5, BLOCK A, NORTH DAVIS BUSINESS PARK, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS LOCATED AT 2000 GREENWOOD DRIVE, SOUTHLAKE TEXAS. CURRENT ZONING: "I-1" LIGHT INDUSTRIAL DISTRICT. SPIN NEIGHBORHOOD #10. PUBLIC HEARING**

Patty Moos came forward to present Item 13, and answer questions.

Applicant, HEC Contractors, Stan Jordan, 2000 Greenwood, Southlake, Texas, came forward to give a brief presentation, and to answer questions.

Public hearing was opened and closed. No one came forward to speak.

A motion was made to approve Item 13, subject to the Staff Report dated August 2, 2019 and the Site Plan Review Summary No. 3 dated August 2, 2019; amending the Staff Report related to the requested masonry variance to require a masonry wall on the east elevation; and approving the requested variances to the bufferyard, articulation and the masonry on the north elevation.

**Motion: Greer**

**Second: Rothmeier**

**Ayes: Lepp, Rothmeier, Greer, Kubiak, Springer, Phalen, Dyche**

**Nays: None**

**Abstain: None**

**Approved: 7-0**

**14. CONSIDER: RESOLUTION NO. 19-030, (ZA19-0039), SPECIFIC USE PERMIT FOR TELECOMMUNICATION TOWERS, ANTENNAS, AND/OR ANCILLARY STRUCTURES ON PROPERTY DESCRIBED AS LOT 4R, BLOCK 2R1, SOUTHLAKE TOWN SQUARE ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 1240 MAIN STREET (AKA 260 STATE STREET), SOUTHLAKE, TEXAS. CURRENT ZONING: "DT" DOWNTOWN DISTRICT. SPIN NEIGHBORHOOD #8. PUBLIC HEARING**

Lorrie Fletcher came forward to present Item 14, and answer questions.

Applicant, Vincent with Vincent Gerard & Associates, Inc. came forward to give a brief presentation, and answer questions.

Public hearing was opened and closed. No one came forward to speak.

A motion was made to approve Item 14, subject to the Staff Report dated August 2, 2019 and Specific Use Permit Review Summary No. 2, dated July 31, 2019.

**Motion: Greer**

**Second: Phalen**

**Ayes: Lepp, Rothmeier, Greer, Kubiak, Springer, Phalen, Dyche**

**Nays: None**

**Abstain: None**

**Approved: 7-0**

**15. CONSIDER: ZA19-0040, PLAT SHOWING FOR LOTS 57 AND 58, F. THROOP NO. 1511 ADDITION ON PROPERTY DESCRIBED AS TRACTS 2 AND 2L, FRANCIS THROOP SURVEY, ABSTRACT NO. 1511, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 2117 AND 2150 E. DOVE RD., SOUTHLAKE, TEXAS. CURRENT ZONING: "SF-1A" SINGLE FAMILY RESIDENTIAL DISTRICT. SPIN NEIGHBORHOOD #4.**

Richard Schell came forward to present Item 15, and answer questions.

Applicant, John Cox, Eagle Surveying, 210 S. Elm Street # 104, Denton, Texas, came forward to give a brief presentation, and answer questions.

Public hearing was opened and closed. No one came forward to speak.

A motion was made to approve Item 15, subject to the Staff Report dated August 2, 2019 and Plat Review Summary No. 2, dated August 1, 2019, granting the variances requested therein and noting two things:

1. The applicant's willingness to consider proposing a layout or scenario with one driveway versus two driveways;
2. Suggesting that the City look at removing the current designation of Retail Commercial and changing it to the appropriate residential land use for the Land Use Plan with an amendment.

**Motion: Greer**

**Second: Rothmeier**

**Ayes: Lepp, Rothmeier, Greer, Springer, Phalen, Dyche**

**Nays: Kubiak**

**Abstain: None**

**Approved: 6-1**

**17. CONSIDER: CP19-0002, ORDINANCE NO. 1221, ADOPTING AMENDMENTS TO THE CITY OF SOUTHLAKE CONSOLIDATED FUTURE LAND USE PLAN, AN ELEMENT OF THE SOUTHLAKE 2035 COMPREHENSIVE PLAN FOR PROPERTIES LOCATED AT 1640 AND 1660 W. CONTINENTAL BLVD., 925 N. PEYTONVILLE AVE., AND 2311 AND 2701 LONESOME DOVE AVE. PUBLIC HEARING**

Richard Schell came forward to present Item 17, and answer questions.

Public hearing was opened and closed. No one came forward to speak.

A motion was made to approve Item 17, CP19-0002, and Ordinance No. 1221; adopting amendments to the City of Southlake Consolidated Future Land Use Plan, an element of the Southlake 2035 Comprehensive Plan for properties located at 1640 and 1660 W. Continental Blvd., 925 N. Peytonville Ave., and 2311 and 2701 Lonesome Dove Ave.

**Motion: Greer**

**Second: Dyche**

**Ayes: Lepp, Rothmeier, Greer, Kubiak, Springer, Phalen, Dyche**

**Nays: None**

**Abstain: None**

**Approved: 7-0**



**18. ORDINANCE NO. 480-AAAAA AN AMENDMENT TO THE CITY OF SOUTHLAKE THE ZONING ORDINANCE, NO. 480, AS AMENDED, TO AMEND PROVISIONS REGARDING APPEALS TO THE BOARD OF ADJUSTMENT. PUBLIC HEARING**

Richard Schell came forward to present Item 18, and answer questions.

Public hearing was opened and closed. No one came forward to speak.

A motion was made to approve Item 18, Ordinance No. 480-AAAAA, an amendment to the City of Southlake the Zoning Ordinance, No. 480, as amended, to amend provisions regarding appeals to the Board of Adjustment.

**Motion: Springer**

**Second: Phalen**

**Ayes: Lepp, Rothmeier, Kubiak, Springer, Phalen, Dyche**

**Nays: None**

**Abstain: None**

**Approved: 6-0**

**19. Consider: Meeting adjourned at 9:34 P.M.**



Daniel Kubiak  
Chairman

ATTEST:  \_\_\_\_\_

Selena Serrano  
Commission Secretary