



**REGULAR PLANNING & ZONING COMMISSION MEETING JANUARY 3, 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:** Andrew Pape, 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, Patty Moos; Public Works 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. **EXECUTIVE SESSION**

Chairman Kubiak called the Executive Session at 6:35 P.M.

Chairman Kubiak called the meeting back to order at 6:54 P.M.

3. **CONSIDER APPROVAL OF THE MINUTES**

A motion was made to approve the minutes from the Planning and Zoning meeting held on November 8, 2018.

**Motion: Greer**

**Second: Springer**

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

**Nays: None**

**Abstain: None**

Approved: 7-0

**4. ADMINISTRATIVE COMMENTS:**

Deputy Director of Planning and Development Services, Dennis Killough announced that there will be a Corridor Planning Committee Meeting held on Thursday, January 24, 2019.

**CONSENT AGENDA:**

**5. TABLE: ORDINANCE NO. 1204 (CP18-0005) LAND USE PLAN AMENDMENT FROM OFFICE COMMERCIAL TO MIXED USE ON PROPERTY DESCRIBED AS LOT A, BLOCK A, BRIARWOOD ESTATES, PHASE 1, (ALSO KNOWN AS LOT A1, BLOCK A, BRIARWOOD ESTATES BY TARRANT APPRAISAL DISTRICT) AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 2100 E. STATE HWY. 114, SOUTHLAKE, TEXAS. CURRENT ZONING: "C-3" GENERAL COMMERCIAL DISTRICT. REQUESTED ZONING: "S-P-2" GENERALIZED SITE PLAN DISTRICT. SPIN NEIGHBORHOOD #4. (THE APPLICANT HAS REQUESTED THIS ITEM BE TABLED UNTIL THE JANUARY 17, 2019 PLANNING AND ZONING COMMISSION MEETING).**

A motion was made to table Item 5, CP18-0005.

**Motion: Greer**

**Second: Springer**

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

**Nays: None**

**Abstain: None**

**Approved: 7-0**

**REGULAR AGENDA:**

**10. CONSIDER: ZA18-0052, PLAT REVISION FOR LOTS 3R1 AND 3R2, BLOCK 1, PARKWAY OFFICE CENTER ADDITION ON PROPERTY DESCRIBED AS TRACT 6C, THOMAS M. HOOD SURVEY, ABSTRACT NO. 706, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND A PORTION OF LOT 3, BLOCK 1, PARKWAY OFFICE CENTER ADDITION (ALSO DESCRIBED AS LOT 3A, BLOCK 1, PARKWAY OFFICE CENTER ADDITION), AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 1700 N. WHITE CHAPEL BOULEVARD AND 190 W. STATE HWY. 114, SOUTHLAKE, TEXAS. CURRENT ZONING: "S-P-1" DETAILED SITE PLAN DISTRICT. SPIN NEIGHBORHOOD #3. PUBLIC HEARING**

Principal Planner, Richard Schell came forward to present Item 10, ZA18-0052.

Staff opened for questions.

Chairman Kubiak opened the public hearing.

No one came forward to speak.

Chairman Kubiak closed the public hearing.

A motion was made to approve Item 10; subject to the Staff Report dated December 28, 2018 and Plat Review Summary No. 2 dated December 28, 2018.

**Motion: Greer**

**Second: Phalen**

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

**Nays: None**

**Approved: 7-0**

**12. CONSIDER: ZA18-0056, SITE PLAN FOR JACK JOHNSON ELEMENTARY SCHOOL ON PROPERTY DESCRIBED AS LOT 13R1, F. THROOP NO. 1511 ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 1301 N. CARROLL AVE., SOUTHLAKE, TEXAS. CURRENT ZONING: "CS" COMMUNITY SERVICE DISTRICT. SPIN NEIGHBORHOOD # 3. PUBLIC HEARING**

Planner, Patty Moos came forward to present Item 12, ZA18-0056.

Staff opened for questions.

Applicant, John Blacker of Hart, Gaugler and Associates, came forward to speak and to answer the Commission's questions.

Chairman Kubiak opened the public hearing.

No one came forward to speak.

Chairman Kubiak closed the public hearing.

A motion was made to approve Item 12, ZA18-0056; subject to the Staff Report dated December 28, 2018 and Site Plan Review Summary No. 2 dated December 28, 2018; granting the variance requested therein; and noting the applicant's willingness to present answers to two questions in their presentation to City Council: 1) Need for masonry facing of the columns (walkway canopies) and 2) Need for the 8 additional parking spaces.

**Motion: Greer**

**Second: Rothmeier**

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

**Nays: None**

**Approved: 7-0**

**13. CONSIDER: ORDINANCE NO. 480-338G, ZA18-0058, ZONING CHANGE AND SITE PLAN FOR CARROLL ISD SENIOR HIGH SCHOOL MUSIC BUILDING AND SITE IMPROVEMENTS TO INCLUDE A VARIANCE TO THE MASONRY ORDINANCE NO. 557, AS AMENDED, ON PROPERTY DESCRIBED AS LOT 1, BLOCK 1, CARROLL SENIOR HIGH SCHOOL ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 1501 W. SOUTHLAKE BLVD., SOUTHLAKE, TEXAS. CURRENT ZONING: "S-P-1" DETAILED SITE PLAN DISTRICT. PROPOSED ZONING: "S-P-1" DETAILED SITE PLAN DISTRICT. SPIN NEIGHBORHOOD #10. PUBLIC HEARING**

Principal Planner, Richard Schell came forward to present Item 13, ZA18-0058.

Staff opened for questions.

Applicant, Black Richey, with Huckabee Associates Inc. came forward to speak and to answer the Commission's questions.

Chairman Kubiak opened the public hearing.

No one came forward to speak.

Chairman Kubiak closed the public hearing.

A motion was made to approve Item 13, ZA18-0058; subject to the Staff Report dated January 3, 2019, granting the variances requested therein, also subject to the Site Plan Review Summary No. 2, dated December 21, 2018; and noting the applicant's willingness to provide more detail on any processes, procedures and protocols of how the traffic flow is going to be addressed.

**Motion: Greer**

**Second: Dyche**

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

**Nays: None**

**Approved: 7-0**

**6. CONSIDER: ZA18-0028, SITE PLAN FOR THE LANDMARK OFFICE EXPANSION ON PROPERTY DESCRIBED AS LOT 15, PHASE 1, LAKE WOOD ACRES ADDITION, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 750 N. CARROLL AVENUE, SOUTHLAKE, TEXAS. CURRENT ZONING: "O-1" OFFICE DISTRICT. SPIN NEIGHBORHOOD # 7. PUBLIC HEARING**

Planner, Patty Moos came forward to present Item 6, ZA18-0028.

Staff opened for questions.

Civil Engineer, Kevin Ferrer came forward to speak and to answer the Commission's questions.

Applicants, Jimmy Fechter with Adams Engineering and Development Consultants, and Chris Lott with Landmark General Contractors, Inc., came forward to speak and to answer the Commission's questions.

Chairman Kubiak opened the public hearing.

*Tommy, Rebecca Madison, 550 Bentwood Lane, did not wish you speak, but wished to record their opposition.*

*Heather Pollard, 1025 Lakewood Drive, did not wish to speak, but wished to record her opposition.*

*Kenneth Rord, 800 Wildwood Lane, did not wish to speak, but wished to record his opposition.*

*Susan and Edgar Cullen did not wish to speak, but wished to record their opposition.*

*Bernice Mcauley, 900 Wildwood Lane, did not wish to speak but wished to record their opposition.*

*Howard Sanders, 1000 Lakewood Drive, came forward to speak in opposition.*

*Katrina Keith, 750 Bentwood Lane, came forward to speak in opposition.*

*Susan Stanek, 800 Lakewood Drive, came forward to speak in opposition.*

*Robert A. Lee, 850 Wildwood Lane, came forward to speak in opposition.*

*Nancy Sawyer, 775 Bendwood Lane, came forward to speak in opposition.*

*Sam Sniefiace, 1050 Lakewood Avenue, came forward to speak in opposition.*

*Susan Stanek returned to the podium to speak and ask additional questions.*

Chairman Kubiak closed the public hearing.

Applicant returned to the podium to discuss all questions with staff and the Commission.

A motion was made to deny Item 6, ZA18-0028.

**Motion: Dyche**

**Second: Phalen**

**Ayes: Pape, Kubiak, Phalen, Dyche**

**Nays: Greer, Rothmeier, Springer**

**Approved to deny: 4-3**

**7. CONSIDER: ZA18-0031, SITE PLAN FOR STONEBRIDGE PARK ON PROPERTY DESCRIBED AS LOT 2R1, BLOCK 1, STONEBRIDGE PARK ADDITION SOUTHLAKE, TARRANT COUNTY, TEXAS, AND LOCATED AT 155 STONEBRIDGE LANE, SOUTHLAKE, TEXAS. CURRENT ZONING: "S-P-2" GENERALIZED SITE PLAN DISTRICT. SPIN NEIGHBORHOOD # 11. PUBLIC HEARING**

Planner, Patty Moos came forward to present Item 7, ZA18-0031.

Staff opened for questions.

Applicant, Terry Mitchell with Mitchell Builders, Inc. came forward to speak and to answer the Commission's questions.

Chairman Kubiak opened the public hearing.

No one came forward to speak.

Chairman Kubiak closed the public hearing.

A motion was made to approve Item 7, ZA18-0031 subject to the Staff Report dated December 28, 2018 and Site Plan Review Summary No. 3 dated December 28, 2018; expressly subject to and noting, as a fundamental requirement, that the applicant will present a new and revised version consistent with everything that we have suggested here in this hearing, inclusive of everything that might be.

**Motion: Greer**

**Second: Springer**

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

**Nays: None**

**Approved: 7-0**

**8. CONSIDER: ZA18-0049, SITE PLAN FOR CHICK-FIL-A CANOPIES ON PROPERTY DESCRIBED AS LOT 4, BLOCK 1, PERRY/ALLEN ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 2301 E. SOUTHLAKE BLVD., SOUTHLAKE, TEXAS. CURRENT ZONING: "C-3" GENERAL COMMERCIAL DISTRICT. SPIN NEIGHBORHOOD #8. PUBLIC HEARING**

Principal Planner, Richard Schell came forward to present Item 8, ZA18-0049.

Staff opened for questions.

Applicant, Bryce Nickels with Mayse & Associates, 14881 Quorum Drive, Addison, Texas, came forward to speak and to answer the Commission's questions.

Chairman Kubiak opened the public hearing.

No one came forward to speak.

Chairman closed the public hearing.

A motion was made to approve Item 8, ZA18-0049 subject to the Staff Report dated January 3, 2019 and granting Variance No. 2 (column wraps) and not granting Variance No. 1 (fabric face to face canopy).

**Motion: Greer**

**Second: Springer**

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

**Nays: None**

**Approved: 7-0**

**9. CONSIDER: RESOLUTION NO. 18-051, ZA18-0050, SPECIFIC USE PERMIT FOR A TEMPORARY SALES FACILITY ON PROPERTY DESCRIBED AS LOT 1, BLOCK 20, GARDEN DISTRICT AND PHASE C BROWNSTONES, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 351 CENTRAL AVENUE, SOUTHLAKE, TEXAS. CURRENT ZONING: "DT" DOWN TOWN DISTRICT. SPIN NEIGHBORHOOD # 8. PUBLIC HEARING**

Planner, Patty Moos came forward to present Item 9, ZA18-0050.

Staff opened for questions.

Applicant, Frank Bliss 626 Chandon Court, Southlake, Texas, came forward to speak and to answer the Commission's questions.

Chairman Kubiak opened the public hearing.

No one came forward to speak.

Chairman Kubiak closed the public hearing.

A motion was made to approve Item 9, ZA18-0050 subject to the Staff Report dated December 28, 2018, with a modification for the term of the permit will be for 2 years with a 1-year option extension triggering only in the event that a building permit is issued specifically for the Garden District Residences.

**Motion: Greer**

**Second: Dyche**

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

**Nays: None**

**Approved: 7-0**

**11. CONSIDER: RESOLUTION NO. 18-052, ZA18-0053, SPECIFIC USE PERMIT FOR FASST PERFORMANCE TRAINING TO ALLOW A COMMERCIAL SCHOOL, INCLUDING TRADE SCHOOL ON PROPERTY BEING DESCRIBED AS LOT 3R, BLOCK B, HART INDUSTRIAL PARK, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 1605 HART STREET, SUITE 180,**

**SOUTHLAKE, TEXAS. CURRENT ZONING: "I-1" LIGHT INDUSTRIAL DISTRICT. SPIN NEIGHBORHOOD #8. PUBLIC HEARING**

Planner, Patty Moos came forward to present Item 11, ZA18-0053

Staff opened for questions.

Applicant, Debra Perryman with Silver Oak Commercial Realty, 2805 Market Loop, Southlake, Texas, and Willie Pile 1033 Woodbriar Drive, Grapevine, Texas, came to speak and to answer the Commission's questions.

Chairman Kubiak opened the public hearing.

No one came forward to speak.

Chairman Kubiak closed the public hearing.

A motion was made to approve Item 11, ZA18-0053 subject to the Staff Report dated December 28, 2018 and further subject to the Specific Use Permit Review Summary dated December 28, 2018.

**Motion: Greer**

**Second: Dyché**

**Ayes: Pape, Rothmeier, Greer, Kubiak, Springer, Phalen, Dyché**

**Nays: None**

**Approved: 7-0**

**14. CONSIDER: ORDINANCE NO. 480-YYYY, AN AMENDMENT TO THE CITY OF SOUTHLAKE ZONING ORDINANCE NO. 480, AS AMENDED, REVISING CURRENT REGULATIONS IN ORDER TO PROVIDE MORE FLEXIBILITY FOR RESIDENTIAL ACCESSORY BUILDINGS, INCLUDING BUT NOT LIMITED TO SETBACKS, PERMITTED BUILDING AREA, COVERAGES AND SPECIAL EXCEPTION USES. PUBLIC HEARING**

Principal Planner, Richard Schell came forward to present Item 14, Ordinance No. 480-YYYY.

Staff opened for questions.

Chairman Kubiak opened the public hearing.

No one came forward to speak.

Chairman Kubiak closed the public hearing.

A motion was made to approve Item 14, Ordinance No. 480-YYYY as presented.

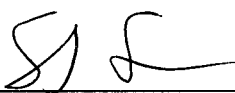


**Motion: Greer**  
**Second: Phalen**  
**Ayes: Pape, Rothmeier, Greer, Kubiak, Springer, Phalen, Dyché**  
**Nays: None**  
**Approved: 7-0**

**15. Consider: Meeting Adjourned at 10:23 P.M.**



Daniel Kubiak  
Chairman

ATTEST:   
Selena Serrano  
Commission Secretary