



REGULAR CITY COUNCIL MEETING MINUTES

MAY 5, 2020

LOCATION: VIA VIRTUAL MEETING

CITY COUNCIL PRESENT: Mayor Laura Hill, Mayor Pro Tem Shawn McCaskill, Deputy Mayor Pro Tem John Huffman, and Councilmembers Shahid Shafi, Chad Patton, Ronell Smith and Christopher Archer.

Due to another engagement, Mayor Hill left the meeting at 6:24pm. The votes are reflective of her absence in the meeting minutes.

STAFF PRESENT: City Manager Shana Yelverton, Assistant City Manager and Director of Economic Development & Tourism Alison Ortowski, Assistant City Manager Ben Thatcher, Assistant to the City Manager Lauren LaNeave, Fire Chief Mike Starr, Senior Director of Planning and Development Services Ken Baker, Policy & Strategic Initiative Principal Planner Jerod Potts, City Attorney Allen Taylor, and City Secretary Amy Shelley.

WORK SESSION:

1. CALL TO ORDER

Virtual meeting was called to order by Mayor Laura Hill at 5:31pm.

2. INVOCATION: CLAYTON REED

Mr. Reed provided the invocation. Mayor Laura Hill led the pledges of allegiance to the United States and Texas Flags.

3. ANNUAL SOUTHLAKE KIDS INTERESTED IN LEADERSHIP (SKIL) UPDATE

This item will be discussed during a future meeting.

4. DISCUSS ALL ITEMS ON TONIGHT'S AGENDA. NO ACTION WILL BE TAKEN AND EACH ITEM WILL BE CONSIDERED DURING THE REGULAR SESSION.

Mayor Hill reviewed the items on tonight's consent agenda.

REGULAR SESSION: Immediately following the work session

1. CALL TO ORDER

2. REPORTS:

2A. MAYOR'S REPORT

2A1. RECOVERY PLAN

Assistant City Manager Ben Thatcher provided an overview about the City's Safely Back Southlake Recovery Plan and answered questions from the Council.

2B. CITY MANAGER'S REPORT

2B1. CITY FACILITIES AND MUNICIPAL OPERATIONS

Assistant City Manager and Director of Economic Development & Tourism Alison Ortowski provided an overview about City facilities and municipal operations and answered questions from Council.

CONSENT AGENDA: All items listed below are considered to be routine by the City Council and will be enacted with one motion. There will be no separate discussion of items unless a Councilmember or citizen so requests, in which event the item will be removed from the general order of business and considered in its normal sequence.

3. CONSENT AGENDA:

Consent Agenda items are considered to be routine by the City Council and are enacted with one motion.

3A. APPROVE MINUTES FROM THE APRIL 21, 2020 REGULAR CITY COUNCIL VIRTUAL MEETING.

3B. REJECT ALL PROPOSALS TO PROVIDE COFFEE SERVICES FOR THE CITY OF SOUTHLAKE RFP2003B200TS200002.

3C. AWARD THE CONTRACT FOR THE CONSTRUCTION OF THE FUEL FARM WATER LINE EXTENSION TO ATKINS BROTHERS EQUIPMENT CO. IN AN AMOUNT NOT TO EXCEED \$1,321,624.

3D. AUTHORIZE EXPENDITURES WITH WILDSTONE CONSTRUCTION, LLC FOR THE COMPLETED EMERGENCY REPAIR OF THE 20-INCH TRANSMISSION WATER LINE LOCATED AT THE CORNER OF SHADY OAKS AND FM 1709 IN AN AMOUNT OF \$53,710.

3E. SV20-0006, SIGN VARIANCE TO SIGN ORDINANCE NO. 704, AS AMENDED, FOR CRESCENT HEIGHTS LOCATED AT 216 LEGACY COURT AND 908 STACY DRIVE, SOUTHLAKE, TEXAS.

3F. WITHDRAWN: RESOLUTION NO. 20-013, (ZA20-0019), SPECIFIC USE PERMIT FOR A RESIDENTIAL SOLAR ENERGY SYSTEM ON PROPERTY DESCRIBED AS LOT 2, BLOCK 15 CARILLON PHASE 2A-1, AN ADDITION TO

THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 604 ORLEANS DRIVE, SOUTHLAKE, TEXAS. CURRENT ZONING: "EZC" EMPLOYMENT CENTER" DISTRICT. SPIN NEIGHBORHOOD #3. (WITHDRAWN BY THE APPLICANT/OWNER.)

APPROVED

Motion was made to approve the Consent Agenda Items 3A-3F, as written, noting the following:

- 3E. Approving the Sign variance for Crescent Heights to allow the size of the signs as presented in the staff report and approving the duration of the signs for thirty (30) months.

Motion: McCaskill
Second: Huffman
Ayes: Shafi, McCaskill, Patton, Hill, Smith, Huffman, Archer
Approved: 7-0

REGULAR AGENDA:

4. ORDINANCES, SECOND READINGS, PUBLIC HEARINGS, AND RELATED ITEMS:

- 4A. RESOLUTION NO. 20-011, ZA20-0017, SPECIFIC USE PERMIT FOR OUTDOOR SALES AND SERVICES FOR PREMIER GRILLING ON PROPERTY BEING DESCRIBED AS LOT 2, BLOCK 2, GATEWAY PLAZA ADDITION, PHASE I, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS LOCATED AT 3020 E. SOUTHLAKE BOULEVARD (ALSO ADDRESSED AS 3010 E. SOUTHLAKE BOULEVARD), SOUTHLAKE TEXAS. CURRENT ZONING: "S-P-2" GENERALIZED SITE PLAN DISTRICT. SPIN NEIGHBORHOOD #8. PUBLIC HEARING**

APPROVED

Senior Director of Planning and Development Services Ken Baker presented Item 4A and answered questions from Council.

Mike Gonzales, applicant, presented this item and answered questions from Council.

Mayor Pro Tem McCaskill opened the public hearing at 6:39pm. There being no one wishing to speak, Mayor Pro Tem McCaskill closed the public hearing at 6:39pm.

Motion was made to approve Item 4A, Resolution No. 20-011, ZA20-0017, Specific Use Permit for Outdoor Sales and Services for Premier Grilling on property being described as Lot 2, Block 2, Gateway Plaza Addition, Phase I, an addition to the City of Southlake, Tarrant County, Texas located at 3020 E. Southlake Boulevard (also addressed as 3010 E. Southlake Boulevard), subject to the Staff Report dated April 28, 2020, and noting the following:

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- Granting a total of three (3) one-day grand opening events that can occur anytime between the months of June and November 2020 or February and May 2021.
- All events will adhere to the details provided by the applicant in the document dated April 20, 2020, in the staff report, including approving the signage outlined in this narrative, but limiting the banner sign size to the maximum size permitted by the sign ordinance.
- Participation is limited to adjacent tenants.

Motion: Huffman
 Second: Archer
 Ayes: Shafi, McCaskill, Patton, Smith, Huffman, Archer
 Absent: Hill
 Approved: 6-0

In accordance with Section 4.21 of the City Charter, the caption for this item is listed as follows:

RESOLUTION NO. 20-011

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTHLAKE, TEXAS, GRANTING A SPECIFIC USE PERMIT FOR OUTDOOR SALES AND SERVICES ON PROPERTY DESCRIBED AS LOT 2, BLOCK 2, GATEWAY PLAZA ADDITION, PHASE I, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS LOCATED AT 3020 E. SOUTHLAKE BOULEVARD (ALSO ADDRESSED AS 3010 E. SOUTHLAKE BOULEVARD), SOUTHLAKE TEXAS. MORE FULLY AND COMPLETELY DESCRIBED IN EXHIBIT "A", AND AS DEPICTED ON THE APPROVED PLAN ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "B" AND PROVIDING AN EFFECTIVE DATE.

4B. ZA20-0023, SITE PLAN FOR FLORENCE ELEMENTARY SCHOOL REPLACEMENT ON PROPERTY BEING DESCRIBED AS LOT 16, J.G. ALLEN NO. 18 ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS LOCATED AT 3095 JOHNSON ROAD, SOUTHLAKE TEXAS. CURRENT ZONING: "CS" COMMUNITY SERVICE DISTRICT. SPIN NEIGHBORHOOD #11. PUBLIC HEARING

APPROVED

Senior Director of Planning and Development Services Ken Baker presented Item 4B and answered questions from Council.

Philip Varughese, representing the applicant, presented this item and answered questions from Council.

Mayor Pro Tem McCaskill opened the public hearing at 6:51pm. There being no one wishing to speak, Mayor Pro Tem McCaskill closed the public hearing at 6:51pm.

Motion was made to approve Item 4A, ZA20-0023, Site Plan for Florence Elementary School Replacement on property being described as Lot 16, J.G. Allen No. 18 Addition, an addition to the City of Southlake, Tarrant County, Texas located at 3095 Johnson

Road, subject to the Staff Report dated April 28, 2020, and granting the following:

1. Driveway Ordinance No. 634, as amended, Section 5.2.d requires a minimum stacking depth of 75 feet. The applicant is requesting two variances for two driveways to allow the stacking depth of approximately 51 feet on the proposed north (bus loop) driveway and south (parent loop) driveway on Harrell Drive.
2. Zoning Ordinance No. 480, as amended, Section 39.6.f requires fences along arterials or collectors to be masonry, ornamental metal or wrought iron, cedar board on board with cap and masonry columns spaced at a maximum of 14-feet on center, or some combination of these materials. The applicant is requesting a variance to provide a 6' vinyl-coated chain-link fence along Johnson Road including replacing the 4' chain-link fencing that is existing along a portion of the north boundary.
3. An 8' solid fence is required along the south property line per Zoning Ordinance No. 480, Section 39.6.a. The applicant is requesting a variance to allow the existing 6-foot chain link fence to remain. The applicant will provide additional landscaping between the drop-off driveway and the fence.

Motion: Huffman
Second: Patton
Ayes: Shafi, McCaskill, Patton, Smith, Huffman, Archer
Absent: Hill
Approved: 6-0

4C. RESOLUTION NO. 20-018, (ZA20-0024), SPECIFIC USE PERMIT FOR A KENNEL ON PROPERTY DESCRIBED AS LOT 1R, BLOCK 1, SOUTHLAKE CROSSING, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS AND LOCATED AT 2225 W. SOUTHLAKE BLVD., SUITES 451 & 459, SOUTHLAKE, TEXAS. CURRENT ZONING: "C-3" GENERAL COMMERCIAL DISTRICT. SPIN NEIGHBORHOOD #10. PUBLIC HEARING

APPROVED

Senior Director of Planning and Development Services Ken Baker presented Item 4C and answered questions from Council.

Sherman and Jaime Hatch, applicants, presented this item and answered questions from Council.

Mayor Pro Tem McCaskill opened the public hearing at 6:59pm. There being no one wishing to speak, Mayor Hill closed the public hearing at 7:00pm.

Motion was made to approve Item 4C, Resolution No. 20-018, (ZA20-0024), Specific Use Permit for a Kennel on property described as Lot 1R, Block 1, Southlake Crossing, an addition to the City of Southlake, Tarrant County, Texas and located at 2225 W. Southlake Blvd., Suites 451 & 459, subject to the Staff Report dated April 28, 2020, and noting the following:

- The SUP will run concurrently with the lease and any future renewal of the lease.

Motion: Huffman
Second: Patton
Ayes: Shafi, McCaskill, Patton, Smith, Huffman, Archer
Absent: Hill
Approved: 6-0

In accordance with Section 4.21 of the City Charter, the caption for this item is listed as follows:

RESOLUTION NO. 20-018

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTHLAKE, TEXAS, GRANTING A SPECIFIC USE PERMIT FOR A KENNEL ON PROPERTY WITHIN THE CITY OF SOUTHLAKE, TEXAS, LOCATED AT 2225 W. SOUTHLAKE BOULEVARD, SUITES 451 AND 459 , BEING LEGALLY DESCRIBED AS LOT 1R, BLOCK 1, SOUTHLAKE CROSSING, MORE FULLY AND COMPLETELY DESCRIBED IN EXHIBIT "A", AND AS DEPICTED ON THE APPROVED SITE EXHIBIT ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "B" AND PROVIDING AN EFFECTIVE DATE.

4D. ZA20-0014, SITE PLAN FOR LOT 6, PLAYERS CIRCLE ON PROPERTY BEING DESCRIBED AS LOT 6, PLAYERS CIRCLE ADDITION, AN ADDITION TO THE CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS LOCATED AT 220 PLAYERS CIRCLE, SOUTHLAKE TEXAS. CURRENT ZONING: "C-3" GENERAL COMMERCIAL DISTRICT. SPIN NEIGHBORHOOD #10. PUBLIC HEARING

APPROVED

Senior Director of Planning and Development Services Ken Baker presented Item 4D and answered questions from Council.

Joshua Barger, applicant, presented this item and answered questions from Council.

Mayor Pro Tem McCaskill opened the public hearing at 7:11pm. There being no one wishing to speak, Mayor Pro Tem McCaskill closed the public hearing at 7:11pm.

Motion was made to approve Item 4D, ZA20-0014, Site Plan for Lot 6, Players Circle on property being described as Lot 6, Players Circle Addition, an addition to the City of Southlake, Tarrant County, Texas located at 220 Players Circle, subject to the Staff Report dated April 28, 2020, and Site Plan Review Summary dated February 28, 2020, and noting the following:

- Approving Option 1A, a hip roof building with a copper metal roof
- The façade materials will match the stone and stucco, as presented.

Motion: Huffman
Second: Patton
Ayes: Shafi, McCaskill, Patton, Smith, Huffman, Archer
Absent: Hill
Approved: 6-0

5. ORDINANCES, FIRST READINGS, AND RELATED ITEMS:

- 5A. ORDINANCE NO. 1226, (CP20-0001), 1ST READING FOR ADOPTING AN AMENDMENT TO THE CITY OF SOUTHLAKE CONSOLIDATED FUTURE LAND USE PLAN, AN ELEMENT OF THE SOUTHLAKE 2035 COMPREHENSIVE PLAN FOR PROPERTY LOCATED AT 803 W. SOUTHLAKE BLVD., SOUTHLAKE, TEXAS.**

APPROVED

Senior Director of Planning and Development Services Ken Baker presented Item 5A and answered questions from Council.

Steve Barber, applicant, presented this item and answered questions from Council.

Although not required, Mayor Pro Tem McCaskill opened a public hearing at 7:27pm. There being no one wishing to speak, Mayor Pro Tem McCaskill closed the public hearing at 7:27pm.

Motion was made to approve Item 5A, Ordinance No. 1226, (CP20-0001), 1st Reading for adopting an amendment to the City of Southlake Consolidated Future Land Use Plan, an element of the Southlake 2035 Comprehensive Plan for property located at 803 W. Southlake Blvd., Southlake, Texas, subject to the Staff Report dated April 28, 2020, noting the following:

- Modification of the future consolidated land use map by adding a site specific area identified as LU 11 for property located at 803 W Southlake Blvd. Adding a table under the FM 1709 Corridor section of the Consolidated Land Use Plan identified as LU 11 and identifying the area as a location that will remain medium density residential but allowing a single story office of an appropriate scale and compatible with the adjacent residential uses to be developed at this location. The table presented this evening by staff will be incorporated into the Consolidated Land Use Plan.

Motion: Huffman
Second: Patton
Ayes: Shafi, McCaskill, Patton, Smith, Huffman, Archer
Absent: Hill
Approved: 6-0

- 5B. ORDINANCE NO. 480-767, (ZA19-0025), 1ST READING FOR A ZONING CHANGE AND SITE PLAN FOR TIMBERLAKE OFFICE ON PROPERTY DESCRIBED AS TRACT 1, J.T. BAILEY SURVEY, ABSTRACT NO. 97, CITY OF SOUTHLAKE, TARRANT COUNTY, TEXAS, AND LOCATED AT 803 W. SOUTHLAKE BLVD., SOUTHLAKE, TEXAS. CURRENT ZONING: "AG" AGRICULTURAL DISTRICT. PROPOSED ZONING: "S-P-1" DETAILED SITE PLAN DISTRICT. SPIN NEIGHBORHOOD #10.**

APPROVED

Senior Director of Planning and Development Services Ken Baker presented Item 5B and answered questions from Council.

Steve Barber, applicant, presented this item and answered questions from Council.

Although not required, Mayor Pro Tem McCaskill opened a public hearing at 7:27pm. There being no one wishing to speak, Mayor Pro Tem McCaskill closed the public hearing at 7:27pm.

Motion was made to approve Item 5B, Ordinance No. 480-767, (ZA19-0025), 1st Reading for a Zoning Change and Site Plan for Timberlake Office on property described as Tract 1, J.T. Bailey Survey, Abstract No. 97, City of Southlake, Tarrant County, Texas, and located at 803 W. Southlake Blvd., Southlake, Texas, subject to the Staff Report dated April 28, 2020, and Site Plan Review Summary No. 4 dated April 15, 2020, and granting the following:

- The Driveway Ordinance No. 634 Sect. 5.1 and 5.2 require that driveways along FM 1709 (Southlake Blvd.) have a minimum centerline distance of 500' from the intersection ROW of a street. A minimum 300 feet is proposed from the intersection of Timberlake Place, with shared access to the adjoining tract to the west and is restricted to right-in / right-out movement due to medians. No other access is available to the site.

Also noting:

- The buffer space in Timberlake Place shall be protected, with no lights facing residential.

Motion: Huffman
Second: Patton
Ayes: Shafi, McCaskill, Patton, Smith, Huffman, Archer
Absent: Hill
Approved: 6-0

5C. ORDINANCE NO. 480-657D, (ZA20-0016), 1ST READING FOR A ZONING CHANGE AND CONCEPT/SITE PLAN FOR LOT 5, KIMBALL PARK ON PROPERTY DESCRIBED AS LOTS 1-6, 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, LOCATED AT 2100-2116 E. STATE HWY. 114, SOUTHLAKE, TEXAS. SPIN NEIGHBORHOOD #4.

APPROVED

Senior Director of Planning and Development Services Ken Baker presented Item 5C and answered questions from Council.

Paul Moss, applicant, presented this item and answered questions from Council.

Although not required, Mayor Pro Tem McCaskill opened a public hearing at 7:50pm.

Jeff Medici, 2106 E. State Highway 114, Suite 103, spoke in opposition to this request with concerns about use and parking.

There being no one else wishing to speak, Mayor Pro Tem McCaskill closed the public hearing at 8:10pm.

Motion was made to approve Item 5C, Ordinance No. 480-657D, (ZA20-0016), 1st Reading for a Zoning Change and Concept/Site Plan for Lot 5, Kimball Park on property described as Lots 1-6, 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, located at 2100-2116 E. State Hwy. 114, Southlake, Texas, subject to the Staff Report dated April 28, 2020, and Site Plan Review Summary No. 4 dated April 15, 2020, and noting the following:

- Approving the proposed regulations presented this evening to be added to the SP-2 zoning regulations for this site.

Motion: McCaskill
Second: Shafi
Ayes: Shafi, McCaskill, Patton, Smith, Archer
Nay: Huffman
Absent: Hill
Approved: 5-1

ITEM 6 WAS DISCUSSED AFTER THE CONSENT AGENDA ITEMS. THE TIME AND VOTE REFLECTED BELOW ARE ACCURATE.

6. RESOLUTIONS:

- 6A. RESOLUTION NO. 20-019, RATIFYING REGULATIONS RELATED TO TEMPORARY SIGNAGE AND PATIO DINING FOR RETAIL AND RESTAURANT BUSINESSES AND AUTHORIZING THE CITY MANAGER TO ENACT SIMILAR TYPE REGULATIONS OR EXTEND THESE REGULATIONS BEYOND MAY 29, 2020, DURING THE COVID-19 EMERGENCY.**

APPROVED

Senior Director of Planning and Development Services Ken Baker presented Item 6A and answered questions from Council.

Mayor Hill opened the public hearing at 6:16pm. There being no one wishing to speak, Mayor Hill closed the public hearing at 6:16pm.

Motion was made to approve Item 6A, Resolution No. 20-019, Ratifying regulations related to temporary signage and patio dining for retail and restaurant businesses and

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authorizing the City Manager to enact similar type regulations or extend these regulations beyond May 29, 2020, during the COVID-19 emergency, and noting the following:

- Approval of the proposed regulations for temporary sidewalk sales for retail businesses; and
- The approval of this resolution will allow the City Manager to enact these and other similar types of regulations to support businesses during the COVID-19 emergency.

-
Motion: McCaskill
Second: Huffman
Ayes: Shafi, McCaskill, Patton, Hill, Smith, Huffman, Archer
Approved: 7-0

In accordance with Section 4.21 of the City Charter, the caption for this item is listed as follows:

RESOLUTION NO. 20-019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTHLAKE, TEXAS, RATIFYING REGULATIONS RELATED TO TEMPORARY SIGNAGE AND PATIO DINING FOR RETAIL AND RESTAURANT BUSINESSES AND AUTHORIZING THE CITY MANAGER TO ENACT SIMILAR TYPES OF REGULATIONS OR EXTEND THESE REGULATIONS BEYOND MAY 29, 2020 DURING THE COVID-19 EMERGENCY.

7. **OTHER ITEMS FOR CONSIDERATION: (THERE ARE NO ITEMS ON THIS AGENDA.)**
8. **OTHER ITEMS FOR DISCUSSION: (THERE ARE NO ITEMS ON THIS AGENDA.)**
9. **PUBLIC FORUM**

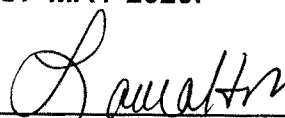
Mayor Pro Tem McCaskill opened the public forum at 8:25pm. There being no one wishing to speak, Mayor Pro Tem McCaskill closed the public forum at 8:25pm.

10. **ADJOURNMENT**


Mayor Pro Tem McCaskill adjourned the meeting at 8:25pm.

**An audio recording of this meeting will be permanently retained in the City Secretary's Office.*

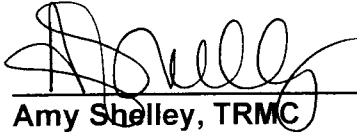
MINUTES APPROVED ON THIS, THE 19TH DAY OF MAY 2020.



Laura Hill
Mayor



ATTEST:

A handwritten signature in black ink, appearing to read "Amy Shelley", is written over a horizontal line.

**Amy Shelley, TRMC
City Secretary**