



Post Office Box 9010 Addison, Texas
75001-9010
5300 Belt Line Road
(972) 450-7000 Fax: (972) 450-7043

AGENDA

REGULAR MEETING OF THE CITY COUNCIL

AND / OR

WORK SESSION OF THE CITY COUNCIL

6:00 PM

December 10, 2013

ADDISON TOWN HALL

5300 BELT LINE RD., DALLAS, TX 75254 6:00PM WORK
SESSION; 7:30PM REGULAR MEETING

WORK SESSION

WS1 Presentation and discussion regarding the rebranding campaign for the Town of Addison.

RECOMMENDATION:

There is no administrative recommendation for this item.

WS2 Presentation and discussion regarding the Town of Addison's 60th Anniversary Celebration.

RECOMMENDATION:

There is no administrative recommendation for this item.

WS3

Discussion regarding the Town of Addison's Holiday Brunch held on December 1, 2013.

RECOMMENDATION:

There is no administrative recommendation for this item.

REGULAR MEETING

Pledge of Allegiance

R1 Announcements and Acknowledgements regarding Town and Council Events and Activities

Introduction of Employees

Discussion of Events/Meetings

R2 Consent Agenda.

2a Approval of the Minutes for the October 14, 2013 Work Session and Special Council Meeting.

RECOMMENDATION:

Administration recommends approval.

Attachments

10/14 Minutes

2b Approval of the Minutes for the October 28, 2013 Work Session and Special Council Meeting.

RECOMMENDATION:

Administration recommends approval.

Attachments

2c

Approval of the Minutes for the November 26, 2013 Work Session and Regular Council Meeting.

RECOMMENDATION:

Administration recommends approval.

Attachments

11/26/13 Minutes

2d

Approval for the City Manager to sign a termination of easement agreement between The Village on the Parkway (VOP, LP), and the Town of Addison regarding termination of a parking easement in the Village on the Parkway.

RECOMMENDATION:

Administration recommends approval of the termination of easement agreement.

Attachments

Easement Termination Agreement

2e

Approval authorizing the City Manager to execute a cooperative purchasing agreement with the City of Cedar Hill, subject to final review and approval by the City Attorney and City Manager.

RECOMMENDATION:

Administration recommends approval.

Attachments

Interlocal Agreement with Cedar Hill

Regular Items

R3 Presentation of the Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report for the fiscal year ended September 30, 2012.

RECOMMENDATION:

There is no administrative recommendation for this item.

Attachments

CAFR Award/Press Release

R4 **PUBLIC HEARING.** Public Hearing regarding the City Council process for selecting a person to serve as the new City Manager upon the retirement of the current City Manager.

RECOMMENDATION:

There is no administrative recommendation for this item.

R5 Presentation by Billy Dreis and discussion regarding the Town of Addison's dog parks.

RECOMMENDATION:

There is no administrative recommendation for this item.

R6 **PUBLIC HEARING** Case 1675-Z/Town of Addison. Public Hearing, discussion and consideration of approval of an ordinance amending the Code of Ordinances of the Town by amending Appendix A – Zoning, thereof, the same being the Comprehensive Zoning Ordinance, by amending Article XX (Special Uses), Section 1, Subsection A, by adding to the list of Special Uses a microbrewery in any district other than a Planned Development District and in any Planned Development District where a microbrewery is allowed (New Subsection A.(39)), subject to the adoption of an ordinance authorizing the same, and amending Section XXX (definitions) by adding thereto a definition of microbrewery, on application from the Town of Addison, represented by Carmen Moran.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on November 21, 2013, voted to recommend approval of an ordinance amending the Code of Ordinances of the Town by amending Appendix A – Zoning, thereof, the same being the Comprehensive Zoning Ordinance, by amending Article XX (Special Uses), Section 1, Subsection A, by adding to the list of Special Uses a microbrewery in any district other than a Planned Development District and in any Planned Development District where a microbrewery is allowed (New Subsection A. (39), subject to the adoption of an ordinance authorizing the same, all in accordance with the terms, conditions and restrictions set forth in this ordinance and in any other ordinance of the Town and with applicable laws, rules and regulations; and amending Section XXX (definitions) by adding thereto a definition of microbrewery.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler

Voting Nay: none

Absent: none

RECOMMENDATION:

Administration recommends approval.

Attachments

zoning ad, staff report, and proposed ordinance

R7

PUBLIC HEARING Case 1676-SUP/BodyGuard Sports, LLC. Public hearing, discussion and consideration of approval of an ordinance changing the zoning on property located at 4949 Belt Line Road, which is currently zoned Commercial-1 (C-1) approving for that property a Special Use Permit for a form of commercial amusement (an indoor weapons training and shooting facility) (C-1), at 4949 Belt Line Road, on application from BodyGuard Sports, LLC, represented by Mr. William M. Brandenburg.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on November 21, 2013, voted to recommend approval of an ordinance amending the zoning on a property located at 4949 Belt Line Road by approving for that property a Special Use Permit for a form of commercial amusement (an indoor weapons training and shooting facility) located in a Commercial-1 district (C-1), subject to

the following conditions:

- The applicant shall provide calculations and quantities for the site so the staff can determine if the required 20% site landscaping has been met.
- Four new shade trees shall be added to the Quorum Drive frontage.
- Additional shrubs shall be planted along the Quorum Drive frontage following the removal of the temporary leasing sign.
- The parking lot islands shall be filled in with additional plant material to meet the requirements of the landscaping ordinance.
- The Bradford pear trees along the north side of the building shall be replaced with 4" caliper trees (which shall be approved by the Town prior to installation).

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler

Voting Nay: none

Absent: none

RECOMMENDATION:

Administration recommends approval.

Attachments

docket map, staff report, and commission findings

R8

PUBLIC HEARING Case 1677-SUP/Home 2 Suites by Hilton. Public Hearing, discussion and consideration of approval of an ordinance changing the zoning on property located at 4901 Belt Line Road, which is currently zoned Commercial C-2, by approving for that property a Special Use Permit for a hotel, on application from Magnolia Lodging Development, LLC, represented by Mr. Matthew W. Newton.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on November 21, 2013, voted to recommend approval of an ordinance amending the zoning on a piece of property located at

4901 Belt Line Road, which is currently zoned Commercial-2 (C-2) by approving for that property a Special Use Permit for a hotel, subject to the following conditions:

- The applicant shall provide the Town of Addison an official height determination from the FAA (form 7460-1) before a building permit is issued.
- The property owner shall provide an Avigation Easement to the Town prior to the issuance of a building permit for the project.
- The applicant shall confirm where the future water/sewer/drainage connections are going to be made to this site, and clarify whether they will be in the proposed parking lot or on the hotel site. The applicant must submit drainage calculations and drawings to “prove up” the detention requirements.
- This site and the retail building site for Potbelly/Taco Diner must be re-platted to accommodate the moved property lines and moving of parking areas between this site and the retail building site. This re-plat shall be completed prior to the issuance of a building permit for the hotel.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler

Voting Nay: none

Absent: none

RECOMMENDATION:

Administration recommends approval.

Attachments

docket map, staff report, and commission findings

R9

PUBLIC HEARING Case 1678-SUP/Gloria’s Restaurant. Public hearing, discussion and consideration of approval of an ordinance changing the zoning on property located at 5100 Belt Line, Suite 864, which property is currently zoned PD, Planned Development, through Ordinance 012-001, by approving for that property a Special Use Permit for a restaurant and a Special Use Permit for the sale of alcoholic beverages for on-premises consumption only, on application from Gloria’s Restaurant, represented by Mr. Matthew Crittenden of MSC Design, LLC.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on November 21, 2013, voted to recommend approval of the request for approval of an ordinance changing the zoning on property located at 5100 Belt Line, Suite 864, which property is currently zoned PD, Planned Development, through Ordinance 012-001, by approving for that property a Special Use Permit for a restaurant and a Special Use Permit for the sale of alcoholic beverages for on-premises consumption only, on application from Gloria's Restaurant, subject to no conditions, as the landscaping plan the staff had requested was submitted before the meeting.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler

Voting Nay: none

Absent: none

RECOMMENDATION:

Administration recommends approval.

Attachments

staff report, docket map, and commission findings

R10

PUBLIC HEARING Case 1679-SUP/Greenhill School. Public hearing, discussion and consideration of approval of an ordinance changing the zoning on property located at 4141 Spring Valley Road, located in a Residential-1 (R-1) district by approving for that property an amendment to an existing Special Use Permit for a private school, on application from Greenhill School, represented by Mr. Milton Powell of Page Southerland Page Architects.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on November 21, 2013, voted to recommend approval of an ordinance changing the zoning on property located at 4141 Spring Valley Road, located in a Residential-1 (R-1) district by approving for that property an amendment to an existing Special Use Permit for a private school, on application, subject to the following conditions:

- The landscaping plans should be revised to include the following items:

1. The landscape buffer along Spring Valley should include a mixture of various shade trees instead of a monoculture of one type of tree.
 2. The Lacebark Elm trees should be replaced with a different variety of shade tree due to the Cotton Root Rot that is found in many parts of Addison.
 3. Decomposed granite in the swale plantings should not be installed on slopes greater than 2% due to wash-out.
 4. The plan should ensure that turf replacement covers all areas disturbed by construction (vegetative swale on P-AS 101 versus P-L 201).
 5. The plans should label the contours on the south side of the PAAC building and identified as a landscape berm (P-AS 101).
- The applicant shall provide specification sheets on the pavers proposed so that the Town can be sure they will support the weight of the Fire Department equipment. In addition, the school must provide the Town with a letter from a registered Engineer certifying that the pavers are suitable for use as a fire lane.
 - The applicant shall provide the Town's Engineering staff with information proving that the proposed rain gardens/bioswales will act as stormwater detention and that there is sufficient capacity as required by the Addison Stormwater Manual.
 - The school site shall be re-platted to include the sports fields at the southeast corner back in with the school property prior to the issuance of a building permit for the Performing Arts and Assembly Center.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler

Voting Nay: none

Absent: none

RECOMMENDATION:

Administration recommends approval.

Attachments

docket map, staff report, and Commission findings

R11

Presentation, discussion, and consideration of approval of amendment number 6 to the Program/Project Management Professional Services agreement between the Town of Addison and R.H. Shackelford, Inc. in the amount not to exceed \$402,870.74.

RECOMMENDATION:

Administration recommends approval.

Attachments

Amd #6 Cover Letter and Task List

R12

Discussion, review, and consideration of action regarding attendance by members of the City Council at City Council meetings.

RECOMMENDATION:

There is no administrative recommendation for this item.

Executive Session

ES1

Closed (executive) session of the Addison City Council, pursuant to Section 551.072, Texas Government Code, to deliberate the lease or value of certain real property within the Town located in that area generally known as Office in the Park.

RECOMMENDATION:

There is no administrative recommendation for this item.

Regular Items Continued

R13

Presentation, discussion, and consideration of any action regarding authorizing the City Manager to negotiate for the Town, as tenant, a lease of office space described as Suite 200, 14681 Midway Road (within the development generally known as Office in the Park), comprised of approximately 14,800 rentable square feet and owned

by 14671-14683 Midway Road LP.

RECOMMENDATION:

Administration recommends approval.

Adjourn Meeting

Posted:

MATTHEW MCCOMBS, DECEMBER 6, 2013, 5:00pm

**THE TOWN OF ADDISON IS ACCESSIBLE TO PERSONS WITH DISABILITIES.
PLEASE CALL (972) 450-7090 AT LEAST
48 HOURS IN ADVANCE IF YOU NEED ASSISTANCE.**

Combined Meeting

WS1

Meeting Date: 12/10/2013

Council Goals: Create raving fans of the Addison Experience.

AGENDA CAPTION:

Presentation and discussion regarding the rebranding campaign for the Town of Addison.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

There is no administrative recommendation for this item.

Combined Meeting

WS2

Meeting Date: 12/10/2013

Council Goals: Create raving fans of the Addison Experience.

AGENDA CAPTION:

Presentation and discussion regarding the Town of Addison's 60th Anniversary Celebration.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

There is no administrative recommendation for this item.

Combined Meeting

WS3

Meeting Date: 12/10/2013

Council Goals: Maintain and enhance our unique culture of creativity and innovation.

AGENDA CAPTION:

Discussion regarding the Town of Addison's Holiday Brunch held on December 1, 2013.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

There is no administrative recommendation for this item.

Combined Meeting

2a

Meeting Date: 12/10/2013

Council Goals: N/A

AGENDA CAPTION:

Approval of the Minutes for the October 14, 2013 Work Session and Special Council Meeting.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

Administration recommends approval.

Attachments

10/14 Minutes

DRAFT

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL WORK SESSION

October 14, 2013

6:00 PM - Town Hall

Addison Town Hall, 5300 Belt Line Rd., Dallas, TX 75254 | 6:00pm Work Session

Present: Council Member Arfsten; Council Member Clemens; Council Member DeFrancisco; Council Member Gunther; Council Member Meier; Council Member Moore; Council Member Resnik

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL SPECIAL MEETING

October 14, 2013

6:00 PM - Town Hall

Addison Town Hall, 5300 Belt Line Rd., Dallas, TX 75254 | 6:00pm Work Session

Posted by: Chris Terry, October 11, 2013, 5:00pm

WORK SESSION

WS1

 Presentation and discussion of a status update on the activities of the Addison Business Association.

WS2

 Presentation and discussion of the Town of Addison's new Brand Vision.

SPECIAL MEETING

R1

Consideration of approval of the Town of Addison's new Brand Vision.

Carrie Rice, Director of Marketing and Communications, presented and spoke regarding this item.

Motion made by Arfsten to approve item, Seconded by Meier

Voting AYE: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Passed

WORK SESSION CONTINUED

WS3

Discussion regarding the Planning and Zoning Commission's Land Use Analysis portion of the Town of Addison's proposed Comprehensive Land Use Plan.

Adjourn Meeting

Mayor-Todd Meier

Attest:

City Secretary-Chris Terry

Combined Meeting

2b

Meeting Date: 12/10/2013

Council Goals: N/A

AGENDA CAPTION:

Approval of the Minutes for the October 28, 2013 Work Session and Special Council Meeting.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

Administration recommends approval.

Attachments

10/28/13 Minutes

DRAFT

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL WORK SESSION

October 28, 2013

6:00 PM - Town Hall

Addison Town Hall, 5300 Belt Line Rd., Dallas, TX 75254 | 6:00pm Work Session

Present: Arfsten; Clemens; DeFrancisco; Gunther; Meier; Moore; Resnik

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL SPECIAL MEETING

October 28, 2013

6:00 PM - Town Hall

Addison Town Hall, 5300 Belt Line Rd., Dallas, TX 75254 | 6:00pm Work Session

Posted by: Chris Terry, October 25, 2013, 5:00pm

WORK SESSION

WS1

Presentation and discussion of Addison special events.

WS2

Presentation and discussion of opportunities to expand the Town's local entrepreneurial development vision through collaboration with the Dallas Entrepreneur Center (DEC).

SPECIAL MEETING

S1

Discussion and consideration of any action authorizing the City Manager to negotiate agreements with the Dallas Entrepreneur Center and Dallas County Small Business Development Center in support of the Town's entrepreneurial development efforts.

There was no action taken on this item.

S2

Presentation, discussion, and consideration of any action regarding authorizing the City Manager to negotiate for the Town, as tenant, a lease of office space described as Suite 200, 14681 Midway Road (within the development generally known as Office in the Park), comprised of approximately 14,800 rentable square feet and owned by 14671-14683 Midway Road LP

Council Member Resnik made a motion to authorize the City Manager to proceed with negotiation towards the most favorable terms for the Town.

Motion made by Resnik, Seconded by Clemens

AYE: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik
Passed

Adjourn Meeting

Mayor-Todd Meier

Attest:

City Secretary-Chris Terry

Combined Meeting

2c

Meeting Date: 12/10/2013

Council Goals: N/A

AGENDA CAPTION:

Approval of the Minutes for the November 26, 2013 Work Session and Regular Council Meeting.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

Administration recommends approval.

Attachments

11/26/13 Minutes

DRAFT

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL WORK SESSION

November 26, 2013

6:00 PM - Town Hall

Addison Town Hall, 5300 Belt Line Rd., Dallas, TX 75254 | 6:00pm Work Session |
7:30pm Regular Meeting

Present: Arfsten; Clemens; DeFrancisco; Gunther; Meier; Moore; Resnik

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL REGULAR MEETING

November 26, 2013

6:00 PM - Town Hall

Addison Town Hall, 5300 Belt Line Rd., Dallas, TX 75254 | 6:00pm Work Session |
7:30pm Regular Agenda

Posted by: Chris Terry, November 22, 2013, 5:00pm

WORK SESSION

WS1 Presentation and discussion regarding the Beltway Drive/Proton Drive
Corridors pedestrian connectivity design.

REGULAR MEETING

Pledge of Allegiance

Announcements and Acknowledgements regarding Town and Council Events and Activities

Introduction of Employees

Discussion of Events/Meetings

Consent Agenda.

2a

Approval of the Minutes for the November 12, 2013 Work Session and Regular Council Meeting.

Motion made by Clemens to approve, as submitted, Seconded by DeFrancisco

Voting AYE: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Passed

2b Approval of an award of bid to SDB Contracting Services, Inc., for the relocation of the Information Technology (IT) Network Server Room and associated modifications required in the amount of \$81,111.32.

Motion made by Clemens to approve, as submitted, Seconded by DeFrancisco

Voting AYE: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Passed

Regular Items

R3

Presentation of certificate by Retired Chief, Marlin Price, on behalf of the Texas Police Chiefs Association acknowledging that the Addison Police Department successfully completed the re-recognition process to remain one of eighty-one "Recognized" police departments in Texas.

Marlin Price, Texas Police Chiefs Association, and Ron Davis, Police Chief, spoke regarding this item.

There was no action taken.

R4

Presentation of a report on recommendations for recognizing citizens by the Addison CARES committee.

Debra Morgan presented, and Paul Walden, Pam Krueger, and Mary Carpenter spoke regarding this item.

There was no action taken.

Voting AYE: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Passed

R5

PUBLIC HEARING. Public hearing regarding, and presentation, discussion and consideration of approval of an ordinance adopting, a new Town of Addison Comprehensive Land Use Plan that replaces the existing comprehensive land use plan. At the public hearing, the public will be given the opportunity to give testimony and present written evidence.

Recommendation:

Administration recommends approval.

Carmen Moran, Director of Development Services, and Ralph Doherty, Chair of the Planning and Zoning Commission, spoke regarding this item.

Motion made by Resnik to approve, as submitted, Seconded by Arfsten

Voting AYE: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Passed

R6

PUBLIC HEARING. Public hearing regarding, and presentation, discussion, and consideration of a resolution approving and adopting, the Addison Airport Strategic Plan.

Recommendation:

Administration recommends approval.

Lisa Pyles, Director of Infrastructure Operations and Services, presented and spoke regarding this item.

Motion made by Clemens to approve, with no changes, Seconded by Moore

Voting AYE: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Passed

R7

Presentation, discussion, and consideration of approval of (i) an Assignment of Ground Lease on Addison Airport from ExecHangar ADS, LC (ExecHangar), Inc., to RR Investments, Inc., d/b/a Million Air Dallas (RRI) regarding property generally located at 4565 Claire Chennault Drive at Addison Airport, (ii) an early termination agreement of the said Ground Lease, and (iii) a new Ground Lease of that property by and between the Town of Addison, as landlord, and RR Investments, Inc., d/b/a Million Air Dallas (RRI), as tenant, and authorizing the City Manager to execute the assignment, early termination agreement, and new Ground Lease on behalf of the Town.

Recommendation:

Administration recommends approval.

Lisa Pyles, Director of Infrastructure Operations and Services, presented and Jeff Carr, Million Air Dallas, spoke regarding this item.

Motion made by Clemens to approve, as submitted, with direction to Staff to follow up with Million Air to determine if an additional two years makes sense, Seconded by Arfsten

Voting AYE: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore

NAY: Resnik

Passed

R8

Discussion and consideration of approval of an inter-local agreement with the cities of Coppell, Carrollton and Farmers Branch to establish a local government corporation (LGC) for the purpose of financing, constructing, owning, managing and operating a regional public safety communications center and related projects and providing for the cities to negotiate an operations agreement among themselves and the corporation regarding the financing, development, operation, and management of the communications center, and authorizing the City Manager to sign the agreement on behalf of the Town.

Recommendation:

Administration recommends approval.

Paul Spencer, Police Department, presented and spoke regarding this item.

Motion made by Clemens to approve, as submitted, Seconded by DeFrancisco

Voting AYE: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Passed

R9

Discussion and consideration of approval of a resolution expressing the Town's intent to reimburse current expenditures from future tax- exempt obligations regarding the Town's water and wastewater system and the acquisition of land and interests in land relating thereto.

Recommendation:

Administration recommends approval.

Eric Cannon, Chief Financial Officer, and Lisa Pyles, Director of Infrastructure Operations and Services, spoke regarding this item.

Motion made by Resnik to approve, as submitted, Seconded by Arfsten

Voting AYE: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore, Resnik

Passed

R10

Presentation and discussion of the Department of Financial & Strategic Services Quarterly Financial Review of the Town for the quarter and year-to-date ended September 30, 2013.

Eric Cannon, Chief Financial Officer, presented and spoke regarding this item.

There was no action taken.

R11

Discussion and consideration of any action relating to the appointment of the City Secretary.

Recommendation:

Administration recommends appointment of Matthew McCombs as City Secretary.

Ron Whitehead, City Manager, spoke regarding this item, indicating that, per the City Charter, he was planning on appointing Chelsea Gonzalez as Assistant City Secretary.

Motion made by Meier to appoint Matthew McCombs as City Secretary,

Voting AYE: Arfsten, Clemens, DeFrancisco, Gunther, Meier, Moore,
Resnik

Passed

Executive Session

ES1

Closed (executive) session of the Addison City Council, pursuant to Section 551.072, Texas Government Code, to deliberate the purchase or value of certain real property located within the Town and adjacent to and concerning Addison Airport.

Council went into executive session at 9:30 pm.
Council reconvened in open session at 10:14 pm.

Regular Items Continued

R12

Discussion and consideration of approval of any action regarding the purchase or value of certain real property located within the Town and adjacent to and concerning Addison Airport.

Mayor Todd Meier recused himself from the vote due to a potential conflict of interest.

Motion made by Clemens to approve action as discussed in Executive Session, subject to the final review of the City Manager and City Attorney, Seconded by DeFrancisco

Voting AYE: Arfsten, Clemens, DeFrancisco, Gunther, Moore, Resnik
Other: Meier (RECUSE)

Passed

Adjourn Meeting

Mayor-Todd Meier

Attest:

City Secretary-Matthew McCombs

Combined Meeting

2d

Meeting Date: 12/10/2013**Council Goals:** N/A

AGENDA CAPTION:

Approval for the City Manager to sign a termination of easement agreement between The Village on the Parkway (VOP, LP), and the Town of Addison regarding termination of a parking easement in the Village on the Parkway.

FINANCIAL IMPACT:

N/A

BACKGROUND:

In 1998, the owners of the Village on the Parkway shopping center platted the property into three separate lots. The parking for the shopping center was on two of the lots created (the southwest and southeast corners), so the Town required the owners to grant a parking easement among the three lots, and to grant the Town an easement on the property for public parking purposes, as set forth in the Easement Agreement executed on November 17, 1998.

At this point, the current owners of the shopping center, VOP, LP, have re-platted the three lots back into one lot, which nullifies the need for the parking easement as the entire tract is now one piece of property again. Therefore, VOP, LP has asked that the easement be terminated, and the Town agrees to the termination.

RECOMMENDATION:

Administration recommends approval of the termination of easement agreement.

AttachmentsEasement Termination Agreement

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

Termination of Easement Agreement

This Termination of Easement Agreement (“Termination”) is entered as of November ____, 2013 by and between the Town of Addison, Texas (the “City”) and VOP, LP (“VOP”).

Recitals:

1. VOP, a Delaware limited partnership, is the sole owner of that tract of land generally described as the Village on the Parkway shopping center, located within the City at the southeast intersection of Belt Line Road and Dallas Parkway, and comprising approximately 31.608 acres of land as described in the Amended Replat (“Amended Replat”) thereof filed as Instrument No. 201300302815 in the Official Public Records of Dallas County, Texas (the “Property”).

2. In 1998, Addison Village Partners, Ltd., VOP’s predecessor in title to the Property, subdivided the Property into two tracts of land. In connection with that subdivision, Addison Village Partners, Ltd. granted to the City an easement over and across a portion of the Property for public parking purposes as set forth and described in that Easement Agreement executed on November 17, 1998 and recorded in Volume 98237, Page 03460 of the Official Public Records of Dallas County, Texas (the “Parking Easement”).

3. The Parking Easement was amended by that First Amendment to Easement Agreement entered into as of April 11, 2000 and recorded in Volume 2000077, Page 01230 of the Official Public Records of Dallas County, Texas.

4. By the provisions of the Easement Agreement, as amended, the Parking Easement and the terms and conditions set forth in the Easement Agreement, as amended, have terminated. This Termination is provided to evidence the termination of the Parking Easement and to release the Property from the Parking Easement and the terms and conditions of the Easement Agreement, as amended.

NOW, THEREFORE, VOP and the City agree that, by virtue of the Amended Replat, the Easement Agreement, as amended, is no longer needed or required, and the Parking Easement granted by the Easement Agreement, as amended, is hereby terminated in its entirety and is of no further force or effect.

EXECUTED as of the day and year first set forth above.

TOWN OF ADDISON, TEXAS

By: _____
Ron Whitehead, City Manager

VOP, LP, a Delaware limited partnership

By: VOP GP LLC, a Delaware limited liability company,
its General Partner

By: GF III VOP, LP, a Delaware limited partnership,
its Manager

By: VOP SEC LP, a Texas limited partnership,
its General Partner

By: VOP SEC GP LLC, a Texas limited liability company,
its General Partner

By: LO VILLAGES ON THE PARWAY LLC,
a Delaware limited liability company,
its sole Member

By: Non-Member Manager, Inc.,
a Texas corporation,
its Manager

By: _____
Name: _____
Title: _____

ACKNOWLEDGMENTS

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

Before me, the undersigned authority, on this day personally appeared Ron Whitehead, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this _____ day of _____, 2013.

[SEAL]

Notary Public, State of Texas

Print Name: _____

My commission expires: _____

STATE OF TEXAS §
 §
COUNTY OF DALLAS §

I, _____, a Notary Public in and for the State of Texas do hereby certify that _____, _____ of Non-Member Manager, Inc., a Texas corporation, as Manager of LO VILLAGES ON THE PARKWAY LLC, a Delaware limited liability company, as sole Member of VOP SEC GP LLC, a Texas limited liability company, as General Partner of VOP SEC LP, a Texas limited partnership, as General Partner of GF III VOP, LP, a Delaware limited partnership, as Manager of VOP GP LLC, a Delaware limited liability company, as General Partner of **VOP, LP**, a Delaware limited partnership, personally appeared before me in said State and County on the _____ day of _____, 2013, and acknowledged the same to be the act and deed of said entities on behalf of said entities.

Given under by hand and seal this ____ day of _____, 2013.

[Notarial Seal]
My Commission Expires: _____

Notary Public
Print Name: _____

Combined Meeting

2e

Meeting Date: 12/10/2013

Council Goals: Enhance Public Safety

AGENDA CAPTION:

Approval authorizing the City Manager to execute a cooperative purchasing agreement with the City of Cedar Hill, subject to final review and approval by the City Attorney and City Manager.

FINANCIAL IMPACT:

N/A

BACKGROUND:

As part of the Town's shared services initiatives, administration has been reviewing various opportunities to partner with area cities to provide more efficient and effective service delivery. The cooperative purchasing agreement would provide opportunities for the Town to purchase Emergency Medical Supplies under Cedar Hill's competitively bid contracts, which can expedite the procurement process and provide for greater economies of scale.

RECOMMENDATION:

Administration recommends approval.

Attachments

Interlocal Agreement with Cedar Hill

INTERLOCAL AGREEMENT FOR COOPERATIVE PURCHASING

This Interlocal Agreement for Cooperative Purchasing ("Agreement") is made and entered into this 10th day of December, 2013, by and between the City of Cedar Hill, Texas ("Cedar Hill") and the Town of Addison, Texas ("Addison") (Cedar Hill and Addison are sometimes referred to herein collectively as the "Cities" and individually as a "City").

WHEREAS, Cedar Hill and Addison are each home rule municipalities pursuant to Article 11, Section 5 of the Texas Constitution, State law, and their respective Home Rule Charters; and

WHEREAS, the Cities are authorized by Chapter 791, Texas Government Code, to contract with one another to perform governmental functions and services, including purchasing functions, and by Section 271.102(a), Texas Local Government Code, to participate with one another in a cooperative purchasing program; and

WHEREAS, pursuant to that authority, the Cities wish to enter into this Agreement and to set forth herein the terms and conditions upon which the Cities may purchase various goods and services commonly utilized by each; and

WHEREAS, participation in this Agreement will be beneficial to the Cities and their taxpayers as a result of potential savings to be realized in the purchase of goods and services;

WHEREAS, each City that purchases goods and services pursuant to this Agreement will pay for the same from current revenues available to the paying City.

NOW, THEREFORE, in consideration of the foregoing recitals, the mutual promises, covenants and obligations set forth herein, and the benefits from this Agreement flowing to each of the Cities, the City of Cedar Hill, Texas and the Town of Addison, Texas do agree as follows:

Section 1. Cedar Hill and Addison hereby create and establish a cooperative purchasing program between the Cities, whereby one City ("Secondary City") may purchase various goods and services from a vendor ("vendor") of the other City ("Originating City"), which vendor has been selected by the Originating City in accordance with law. For example, the Originating City, pursuant to and in accordance with competitive bid laws, enters into an agreement with a vendor under which the Originating City will purchase particular goods. Following the Originating City's selection of and execution of a contract with that vendor, the Secondary City may, pursuant to this Agreement, purchase the same goods from the same vendor in accordance with specifications and contract terms and pricing established by the Originating City.

The City Manager of each of Cedar Hill and Addison, or their respective designees, are authorized to act on behalf of the respective party in all matters relating to this Agreement.

Section 2. If, pursuant to this Agreement, the Secondary City elects to purchase goods or services from a vendor, the Secondary City is and shall be responsible to make payments directly to the vendor for any such goods or services. Ownership (title) to goods purchased by the Secondary City pursuant to this Agreement shall transfer directly from the vendor to the Secondary City. Each of the Cities shall make their respective payments from current revenues available to the paying party.

Section 3. The Agreement shall be in full force and effect until terminated by either City. Either City may terminate this Agreement by giving the other City at least thirty (30) days prior written notice of such termination.

Section 4. The undersigned officer and/or agents of the Cities are duly authorized and possess the requisite authority to execute this Agreement on behalf of the respective Cities.

Section 5. The foregoing recitals are true and correct and are incorporated herein and made a part of this Agreement.

Section 6. This Agreement and all of its terms or provisions, as well as the rights and duties of the parties hereto, shall be governed by the laws of the State of Texas without regard to choice of law rules of any jurisdiction. This Agreement shall be enforceable in Dallas County, Texas, and exclusive venue for any suit, action or proceeding hereunder shall lie in Dallas County, Texas. This Agreement is subject to all applicable federal, state and local laws, ordinances, rules and regulations.

Section 7. This Agreement represents the entire and integrated agreement between the Cities relative to the matters contained herein and supersedes all prior negotiations, representations and/or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Cedar Hill and Addison.

Section 8. This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

EXECUTED at Dallas County, Texas on the day and year first above written.

CITY OF CEDAR HILL, TEXAS

TOWN OF ADDISON, TEXAS

By: _____

By: _____
Ron Whitehead, City Manager

ATTEST:

ATTEST:

By: _____

By: _____

Combined Meeting

R3

Meeting Date: 12/10/2013

Council Goals: Mindful stewardship of Town Resources.

AGENDA CAPTION:

Presentation of the Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report for the fiscal year ended September 30, 2012.

FINANCIAL IMPACT:

There is no financial impact associated with this item.

BACKGROUND:

The Certificate of Achievement is awarded by the Government Finance Officers Association and is the highest form of recognition in governmental accounting and financial reporting. This is the 37th consecutive year that the Town of Addison has received the Certificate of Achievement.

RECOMMENDATION:

There is no administrative recommendation for this item.

Attachments

CAFR Award/Press Release



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**Town of Addison
Texas**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

September 30, 2012

Executive Director/CEO



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

11/08/2013

NEWS RELEASE

For Information contact:
Stephen Gauthier (312) 977-9700

(Chicago)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **Town of Addison** by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to:

Eric Cannon, CPA, Chief Financial Officer

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL, and Washington, D.C.

Combined Meeting

R4

Meeting Date: 12/10/2013

Council Goals: Maintain and enhance our unique culture of creativity and innovation.
Continue to attract, hire, develop, and retain great employees

AGENDA CAPTION:

PUBLIC HEARING. Public Hearing regarding the City Council process for selecting a person to serve as the new City Manager upon the retirement of the current City Manager.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

There is no administrative recommendation for this item.

Combined Meeting

R5

Meeting Date: 12/10/2013

Council Goals: Create raving fans of the Addison Experience.

AGENDA CAPTION:

Presentation by Billy Dreis and discussion regarding the Town of Addison's dog parks.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

There is no administrative recommendation for this item.

Combined Meeting

R6

Meeting Date: 12/10/2013

Council Goals: N/A

AGENDA CAPTION:

PUBLIC HEARING Case 1675-Z/Town of Addison. Public Hearing, discussion and consideration of approval of an ordinance amending the Code of Ordinances of the Town by amending Appendix A – Zoning, thereof, the same being the Comprehensive Zoning Ordinance, by amending Article XX (Special Uses), Section 1, Subsection A, by adding to the list of Special Uses a microbrewery in any district other than a Planned Development District and in any Planned Development District where a microbrewery is allowed (New Subsection A.(39)), subject to the adoption of an ordinance authorizing the same, and amending Section XXX (definitions) by adding thereto a definition of microbrewery, on application from the Town of Addison, represented by Carmen Moran.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on November 21, 2013, voted to recommend approval of an ordinance amending the Code of Ordinances of the Town by amending Appendix A – Zoning, thereof, the same being the Comprehensive Zoning Ordinance, by amending Article XX (Special Uses), Section 1, Subsection A, by adding to the list of Special Uses a microbrewery in any district other than a Planned Development District and in any Planned Development District where a microbrewery is allowed (New Subsection A. (39), subject to the adoption of an ordinance authorizing the same, all in accordance with the terms, conditions and restrictions set forth in this ordinance and in any other ordinance of the Town and with applicable laws, rules and regulations; and amending Section XXX (definitions) by adding thereto a definition of microbrewery.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler

Voting Nay: none

Absent: none

FINANCIAL IMPACT:

N/A

BACKGROUND:

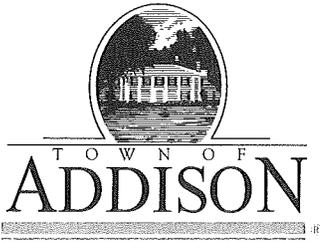
N/A

RECOMMENDATION:

Administration recommends approval.

Attachments

zoning ad, staff report, and proposed ordinance



BUILDING INSPECTION DEPARTMENT

(972) 450-2880 Fax: (972) 450-2837

16801 Westgrove

Post Office Box 9010 Addison, Texas 75001-9010

**A PUBLIC HEARING BEFORE THE ADDISON
PLANNING AND ZONING COMMISSION**

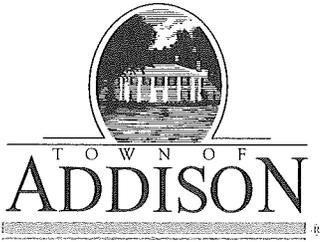
November 21, 2013

6:00 p.m.

**ADDISON TOWN HALL
5300 BELT LINE ROAD
COUNCIL CHAMBERS**

1. **PUBLIC HEARING** Case 1675-Z/Town of Addison. Public Hearing, discussion and consideration of approval of an ordinance amending the Code of Ordinances of the Town by amending Appendix A – Zoning, thereof, the same being the Comprehensive Zoning Ordinance, by amending Article XX (Special Uses), Section 1, Subsection A, by adding to the list of Special Uses a microbrewery in any district other than a Planned Development District and in any Planned Development District where a microbrewery is allowed (New Subsection A.(39), subject to the adoption of an ordinance authorizing the same, all in accordance with the terms, conditions and restrictions set forth in this ordinance and in any other ordinance of the Town and with applicable laws, rules and regulations; and amending Section XXX (definitions) by adding thereto a definition of microbrewery, on application from the Town of Addison, represented by Carmen Moran.

**THE TOWN OF ADDISON IS ACCESSIBLE TO PERSONS WITH DISABILITIES.
PLEASE CALL 972-450-2819 AT LEAST
48 HOURS IN ADVANCE IF YOU NEED ASSISTANCE.**



BUILDING INSPECTION DEPARTMENT

16801 Westgrove

(972) 450-2880 Fax: (972) 450-2837

Post Office Box 9010 Addison, Texas 75001-9010

November 4, 2013

RE: Case 1675-Z/Town of Addison

LOCATION: Amendment to Appendix A, the Addison Zoning Ordinance, Article XX (Special Uses) there of and Article XXX (Definitions)

REQUEST: Approval of an ordinance amending the Town's Code of Ordinances by amending Appendix A – Zoning thereof, the same Being the Comprehensive Zoning Ordinance of the Town, by amending (i) Article XX (Special Uses) thereof by adding thereto a "microbrewery" as a use that may be authorized at a location upon the approval of an ordinance, and by amending Section XXX (definitions) by adding thereto a definition of a microbrewery

APPLICANT: Town of Addison, represented by Carmen Moran

DISCUSSION:

Background. During the 2013 regular session of the Texas Legislature, the Legislature adopted bills pertaining to the craft brewing industry that are intended to help the industry grow and flourish in Texas much like it has in other states. Provisions in Senate Bills 516 and 517 authorize brewers and manufacturers that produce less than 125,000 barrels of beer and ale annually to obtain a self-distribution license and/or permit and sell up to 40,000 barrels annually direct to retailers, and provisions in Senate Bill 518 authorize brewers and manufacturers who produce no more than 225,000 barrels annually to sell no more than 5,000 barrels annually of malt beverages produced on the brewery premises to visitors of the brewery to drink on site. Prior to this legislation, breweries could give beer away on site, but could not sell it.

This new legislation makes it easier for small breweries to make craft beers in Texas and allows customers to tour the breweries and consume beer on-site. While the

Legislation allows the customers to buy and consume beer on site, it does not allow them to buy the beer in any container (keg, can, or bottle) and take it off the site.

Current Request. While Addison currently has a Special Use Permit requirement for a "brewpub", it does not have an SUP for a microbrewery. A microbrewery is defined as:

An establishment:

(a) located at premises and that holds at those premises:

(i) both a valid brewer's self-distribution permit and a valid manufacturer's self-distribution license issued by the State of Texas, and whose annual production of beer and ale, combined, at the premises does not exceed 125,000 barrels, and whose sales of beer and ale, combined at the same premises does not exceed 40,000 barrels annually; and/or

(ii) both a valid brewer's permit and a valid manufacturer's license, and whose annual production of beer and ale, combined at the premises does not exceed a total of 225,000 barrels, and whose total combined sales of beer and ale produced on the same premises under the said permit and license to ultimate consumers on the premises for responsible consumption on the premises does not exceed 5000 barrels annually, and whose sale to such ultimate consumers takes place only between 8:a.m. and midnight on any day except Sunday and between 10 a.m. and midnight on Sunday; and

(b) that is in compliance at all times with the applicable permits and licenses described in subsection (a) and with all applicable laws, rules and regulations of the State and with the Charter and ordinances of the town and that promptly provides to the town information requested, and in form and format determined, by the town to determine such compliance.

In Addison, a brewpub has a requirement to sell food. However, the staff would not expect a microbrewery to sell food, although it might have food catered in for events. In addition the staff has talked with several operators, and a microbrewery is a much more industrial operation than a brewpub, and produces a much larger quantity of beer/ale. The operators have indicated that they will begin production with keg and possibly cans of beer, and eventually move into bottling. One operator indicated he might store as many as 20,000 pounds of grain on the site at one time.

Therefore, while all other alcohol-related SUPs: liquor for off-premises consumption, beer and wine for off-premises consumption, alcoholic beverages for on-premises consumption, are limited to Local Retail or Planned Development zoning districts, the staff feels that a microbrewery should be allowed in any district, including Commercial

and Industrial districts, provided the request is reviewed and approved by the P&Z and Council.

RECOMMENDATION:

The craft beer phenomenon is quite popular in Texas with several well-established microbrewers in Austin. Many new breweries are opening in Dallas and the surrounding suburbs, and the breweries are very popular as sites for happy hours, receptions, meetings, and other events. Addison has been approached by two brewery developers who would like establish breweries in Town.

The staff feels that the addition of the ability to build a microbrewery in Addison would give the Town another attraction to offer visitors and hotel/meeting guests, as well as a venue for residents and businesspeople to gather in Addison.

Staff recommends approval of an ordinance amending the Code of Ordinances of the Town by amending Appendix A – Zoning, thereof, the same being the Comprehensive Zoning Ordinance, by amending Article XX (Special Uses), Section 1, Subsection A, by adding to the list of Special Uses a microbrewery in any district other than a Planned Development District and in any Planned Development District where a microbrewery is allowed subject to the adoption of an ordinance authorizing the same, and amending Section XXX (definitions) by adding thereto a definition of microbrewery, subject to no conditions.

Respectfully submitted,

A handwritten signature in black ink that reads "C MORAN". The letters are slightly slanted and connected.

Carmen Moran
Director of Development Services

Case 1675-Z/Town of Addison
November 22, 2013

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on November 21, 2013, voted to recommend approval of an ordinance amending the Code of Ordinances of the Town by amending Appendix A – Zoning, thereof, the same being the Comprehensive Zoning Ordinance, by amending Article XX (Special Uses), Section 1, Subsection A, by adding to the list of Special Uses a microbrewery in any district other than a Planned Development District and in any Planned Development District where a microbrewery is allowed (New Subsection A. (39), subject to the adoption of an ordinance authorizing the same, all in accordance with the terms, conditions and restrictions set forth in this ordinance and in any other ordinance of the Town and with applicable laws, rules and regulations; and amending Section XXX (definitions) by adding thereto a definition of microbrewery.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler
Voting Nay: none
Absent: none

TOWN OF ADDISON, TEXAS

ORDINANCE NO. _____

AN ORDINANCE OF THE TOWN OF ADDISON, TEXAS AMENDING THE CODE OF ORDINANCES OF THE TOWN BY AMENDING APPENDIX A – ZONING THEREOF, THE SAME BEING THE COMPREHENSIVE ZONING ORDINANCE, BY AMENDING ARTICLE XX (SPECIAL USES), SECTION 1, SUBSECTION A, BY ADDING TO THE LIST OF SPECIAL USES A MICROBREWERY IN ANY DISTRICT OTHER THAN A PLANNED DEVELOPMENT DISTRICT AND IN ANY PLANNED DEVELOPMENT DISTRICT WHERE A MICROBREWERY IS ALLOWED (NEW SUBSECTION A.(39)), SUBJECT TO THE ADOPTION OF AN ORDINANCE AUTHORIZING THE SAME, ALL IN ACCORDANCE WITH THE TERMS, CONDITIONS AND RESTRICTIONS SET FORTH IN THIS ORDINANCE AND IN ANY OTHER ORDINANCE OF THE TOWN AND WITH APPLICABLE LAWS, RULES AND REGULATIONS; AMENDING SECTION XXX (DEFINITIONS) BY ADDING THERETO A DEFINITION OF MICROBREWERY; PROVIDING A SAVINGS CLAUSE; PROVIDING A PENALTY NOT TO EXCEED THE SUM OF TWO THOUSAND AND NO/100 DOLLARS (\$2,000.00) AND A SEPARATE OFFENSE SHALL BE DEEMED COMMITTED EACH DAY DURING OR ON WHICH A VIOLATION OCCURS OR CONTINUES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the comprehensive Zoning Ordinance (the “Zoning Ordinance”) of the Town of Addison, Texas (the “City”), was adopted and made effective on October 13, 1964 pursuant to Ordinance No. 66 of the City, and with the subsequent codification of the ordinances of the City was thereafter included as (and is currently found in) Appendix A – Zoning to the City’s Code of Ordinances (the “Code”); and

WHEREAS, the City Council is authorized, pursuant to Chapter 211, Tex. Loc. Gov. Code, as amended, and Article XXIX of the Zoning Ordinance, to amend, supplement, or change by ordinance the regulations of the Zoning Ordinance; and

WHEREAS, during the regular session of the 83rd Texas Legislature (2013), the Legislature adopted legislation pertaining to the craft brewing industry, including provisions (included in Senate Bills 516 and 517) that authorize brewers and manufacturers that produce less than 125,000 barrels of beer and ale annually to obtain a self-distribution license and/or permit and sell up to 40,000 barrels annually direct to retailers, and provisions (included in Senate Bill 518) that authorize brewers and manufacturers who produce no more than 225,000 barrels annually to sell no more than 5,000 barrels annually of malt beverages produced on the brewery premises to visitors of the brewery to drink on site; and

WHEREAS, the Zoning Ordinance, as adopted by the said Ordinance No. 66, included a provision allowing certain uses, if at all, in certain zoning districts and only by the adoption of an ordinance authorizing such uses, such uses being referred to as “special uses”; and

OFFICE OF THE CITY SECRETARY

ORDINANCE NO. _____

WHEREAS, the provision in the Zoning Ordinance regarding special uses was continued as a part of the codification of the ordinances of the City with the inclusion of the Zoning Ordinance as Appendix A – Zoning to the Code; and

WHEREAS, in 1987 the Texas Legislature added Section 109.57 to the Texas Alcoholic Beverage Code, which Section, as amended, provides in part that (i) an ordinance promulgated by a governmental entity of the state may not impose stricter standards on premises or businesses required to have a license or permit under the Alcoholic Beverage Code than are imposed on similar premises or businesses that are not required to have such a license or permit, (ii) the Alcoholic Beverage Code exclusively governs the regulation of alcoholic beverages in the state and, except as permitted by the Alcoholic Beverage Code, a governmental entity of this state may not discriminate against a business holding a license or permit under the Alcoholic Beverage Code, and (iii) neither Section 109.57 nor Section 1.06 of the Alcoholic Beverage Code affects the validity or invalidity of a zoning regulation that was formally enacted before June 11, 1987, and that is otherwise valid, or any amendment to such a regulation enacted after June 11, 1987, if the amendment lessens the restrictions on the licensee or permittee or does not impose additional restrictions on the licensee or permittee; and

WHEREAS, the City Council desires by the adoption of this Ordinance to amend the special use provisions (Article XX) of the Zoning Ordinance by adding “microbrewery” (as defined herein) to the list of special uses that may be authorized by ordinance, with a microbrewery, if so authorized, being a use that will allow the sale of beer and ale produced on the premises of the microbrewery for on-premises consumption subject to certain conditions, and such amendment lessens the restrictions on the licensee or permittee or does not impose additional restrictions on the licensee or permittee as set forth in Section 109.57(c) of the Alcoholic Beverage Code; and

WHEREAS, the City Planning and Zoning Commission and the City Council, in accordance with State law and the ordinances of the City, have given the required notices and have held the required public hearings regarding amending the Zoning Ordinance as set forth herein and as hereinafter described; and

WHEREAS, after public notices were given in compliance with State law and public hearings were conducted, and after considering the information submitted at the said public hearings and all other relevant information and materials, the Planning and Zoning Commission of the City recommended to the City Council the amendment to the Zoning Ordinance as set forth in this Ordinance; and

WHEREAS, after due deliberations and consideration of the recommendation of the Planning and Zoning Commission and the information and other materials received at the public hearing conducted by the City Council and all other relevant information and materials received by the City Council, the City Council has concluded that the adoption of this Ordinance is in the best interests of the City and of the public health, safety and welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS:

Section 1. Incorporation of Premises. The above and foregoing premises are true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. Amendment. The Code of Ordinances of the Town of Addison, Texas is hereby amended by amending Appendix A – Zoning, the same being the City’s comprehensive Zoning Ordinance, in part as follows (additions are underlined; deletions are ~~struck through~~; where asterisks (*****) are used, the same represents text that is not included herein and is not amended or modified by this Ordinance):

A. Article XX, Special Uses, of the said Appendix A – Zoning is amended by amending Section 1 (Special uses in specified districts) thereof by adding to subsection A. of Section 1 a new paragraph (39) to read as follows:

ARTICLE XX. SPECIAL USES

Section 1. Special uses in specified districts.

A. The city council may, after public hearing and proper notice to all parties affected, and, after recommendation from the planning and zoning commission containing such requirements and safeguards as are necessary to protect adjoining property, authorize by ordinance the location of any of the following in the following specified districts:

* * * * *

(39) Microbrewery in any district other than a planned development district; in a planned development district, a microbrewery may be authorized if such use is specifically allowed in the ordinance establishing the planned development district.

* * * * *

B. Article XXX, Definitions, of the said Appendix A – Zoning is amended by amending Section 1 (Terms defined) thereof by adding a new subsection 72.1 to read as follows:

ARTICLE XXX. DEFINITIONS

Section 1. Terms defined.

Certain words in this appendix are defined for the purpose hereof as follows:

* * * * *

72.1 *Microbrewery* means an establishment:

(a) located at premises and that holds at those premises:

(i) both a valid brewer's self-distribution permit and a valid manufacturer's self-distribution license issued by the State of Texas, and whose annual production of beer and ale, combined, at the premises does not exceed 125,000 barrels, and whose sales of beer and ale, combined, at the same premises does not exceed 40,000 barrels annually; and/or

(ii) both a valid brewer's permit and a valid manufacturer's license, and whose annual production of beer and ale, combined, at the premises does not exceed a total of 225,000 barrels, and whose total combined sales of beer and ale produced on the same premises under the said permit and license to ultimate consumers on the premises for responsible consumption on the premises does not exceed 5,000 barrels annually, and whose sale to such ultimate consumers takes place only between 8 a.m. and midnight on any day except Sunday and between 10 a.m. and midnight on Sunday; and

(b) that is in compliance at all times with the applicable permits and licenses described in subsection (a) and with all applicable laws, rules and regulations of the State and with the Charter and ordinances of the town, and that promptly provides to the town information requested, and in form and format determined, by the town to determine such compliance.

* * * * *

Section 3. Purpose. The amendment to zoning herein made has been made in accordance with the comprehensive plan of the City for the purpose of promoting the health, safety and welfare of the community, and with consideration of the reasonable suitability for the particular use and with a view of conserving the value of the buildings and encouraging the most appropriate use of land within the community.

Section 4. No Other Amendment; Savings. Except for the amendment and change made herein, Appendix A - Zoning of the City's Code of Ordinances is not otherwise amended hereby, and all other provisions thereof shall remain in full force and effect. This Ordinance shall be cumulative of all other ordinances of the City and shall not repeal any of the provisions of those ordinances except in those instances where the provisions of those ordinances are in direct conflict with the provisions of this Ordinance.

Section 5. Penalty. It shall be unlawful for any person to violate any provision of this Ordinance, and any person violating or failing to comply with any provision hereof shall be fined, upon conviction, in an amount not more than Two Thousand Dollars (\$2,000.00), and a separate offense shall be deemed committed each day during or on which a violation occurs or continues.

Section 6. Severability. The sections, paragraphs, sentences, phrases, clauses and words of this Ordinance are severable, and if any section, paragraph, sentence, phrase, clause or word in this Ordinance or application thereof to any person or circumstance is held invalid, void, unlawful or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance, and the City Council hereby declares

that it would have passed such remaining portions of this Ordinance despite such invalidity, voidness, unlawfulness or unconstitutionality, which remaining portions shall remain in full force and effect.

Section 7. Effective date. This Ordinance shall become effective from and after its passage and approval and after publication as provided by law.

PASSED AND APPROVED by the City Council of the Town of Addison, Texas this ___ day of _____, 2013.

Todd Meier, Mayor

ATTEST:

By: _____
Chris Terry, City Secretary

APPROVED AS TO FORM:

By: _____
John Hill, City Attorney

Combined Meeting

R7

Meeting Date: 12/10/2013

Council Goals: N/A

AGENDA CAPTION:

PUBLIC HEARING Case 1676-SUP/BodyGuard Sports, LLC. Public hearing, discussion and consideration of approval of an ordinance changing the zoning on property located at 4949 Belt Line Road, which is currently zoned Commercial-1 (C-1) approving for that property a Special Use Permit for a form of commercial amusement (an indoor weapons training and shooting facility) (C-1), at 4949 Belt Line Road, on application from BodyGuard Sports, LLC, represented by Mr. William M. Brandenburg.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on November 21, 2013, voted to recommend approval of an ordinance amending the zoning on a property located at 4949 Belt Line Road by approving for that property a Special Use Permit for a form of commercial amusement (an indoor weapons training and shooting facility) located in a Commercial-1 district (C-1), subject to the following conditions:

- The applicant shall provide calculations and quantities for the site so the staff can determine if the required 20% site landscaping has been met.
- Four new shade trees shall be added to the Quorum Drive frontage.
- Additional shrubs shall be planted along the Quorum Drive frontage following the removal of the temporary leasing sign.
- The parking lot islands shall be filled in with additional plant material to meet the requirements of the landscaping ordinance.
- The Bradford pear trees along the north side of the building shall be replaced with 4" caliper trees (which shall be approved by the Town prior to installation).

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler

Voting Nay: none

Absent: none

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

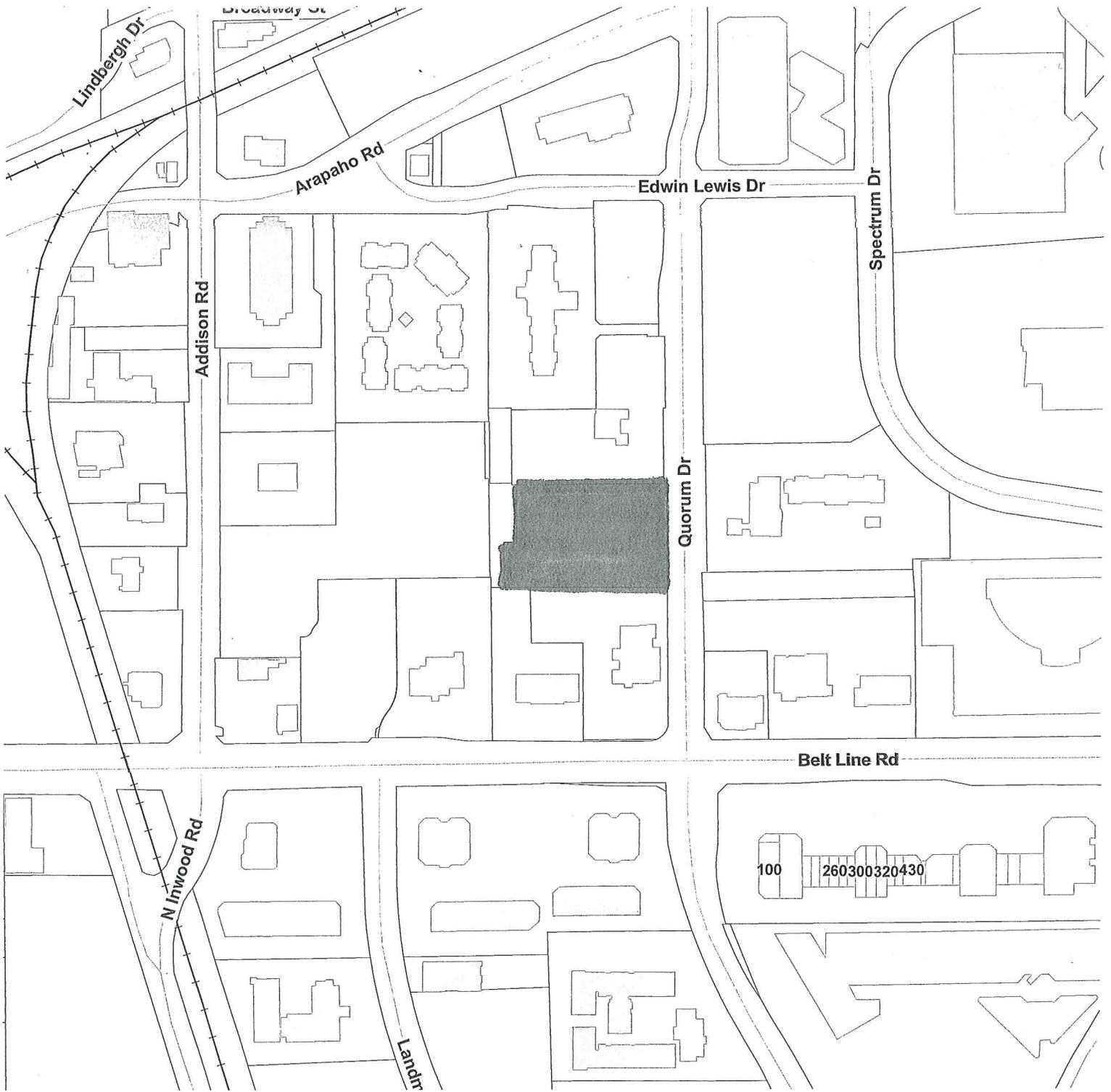
Administration recommends approval.

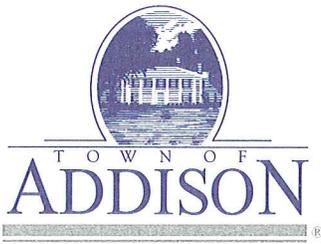
Attachments

docket map, staff report, and commission findings

1676-SUP

PUBLIC HEARING Case 1676-SUP/BodyGuard Sports, LLC. Public hearing, discussion and consideration of approval of an ordinance approving a Special Use Permit for a form of commercial amusement (an indoor weapons training and shooting facility), located in a Commercial-1 district (C-1), at 4949 Belt Line Road, on application from BodyGuard Sports, LLC, represented by Mr. William M. Brandenburg.





BUILDING INSPECTION DEPARTMENT

16801 Westgrove

(972) 450-2880 Fax: (972) 450-2837

Post Office Box 9010 Addison, Texas 75001-9010

November 8, 2013

STAFF REPORT

RE: Case 1676-SUP/Bodyguard Sports, LLC

LOCATION: 4949 Belt Line Road

REQUEST: Approval of an ordinance approving a Special Use Permit for a form of commercial amusement (an indoor weapons training and shooting facility)

APPLICANT: Mr. William B. Brandenburg of Bodyguard Sports, LLC

DISCUSSION:

Background. The applicant is planning to take over the former Office Depot building at 4949 Belt Line Road. The 22,000 square-foot building will be converted in to a firearm sales and training facility. From a zoning perspective, the retail sale of firearms is not treated any differently than the retail sale of other items. The licensing for the retailer is handled through the Federal Bureau of Alcohol, Tobacco, and Firearms, which requires a Federal Firearms License (FFL) to sell firearms.

Proposed Plan. This same building was approved for a similar facility in September of 2010, but the proposed operator never built out the facility. That facility, called Valhalla Security, provided "scenario shooting" which involved setting up hostage and robbery scenarios. This facility will be a more traditional shooting and training range. It will provide 9,500 of retail sales space, a general shooting range of 6,488 square feet, a tactical range of 3,190 square feet, a gun smith shop of 806 square feet, and a divisible classroom of 1,774 square feet. The remaining square footage will be used for offices, restrooms, a break room, and storage.

Facades. The applicant will not be making any changes to the existing 100% brick facades.

Noise, Smoke and Odor. The staff has visited with the operator about the necessity of containing all noise, smoke, and odors within the building. The space between the shooting range roof line and the actual roof can be used to house the ventilation systems, HVAC, and electrical conduit required to filter out smoke and muffle noise.

Parking. The current building was developed as a retail store (Office Depot). It was parked at a ratio of one space per 200 square feet. The building is approximately 22,000 square feet in size and provides 111 parking spaces, which meets the requirement. The staff does not have a standard parking ratio for a facility of this sort. However, other types of studios and training facilities, such as exercise, yoga, martial arts, and dance studios are parked at 1/200. Staff feels that the 1/200 ratio is sufficient and that the site provides sufficient parking to meet the requirement.

Landscaping. The landscaping on the site was installed as per the ordinance several years ago, but the site has been vacant for a while. Michael Kashuba, the Town's Landscape Architect, has inspected the site, and he noted the following:

- Calculations and quantities for the site were not provided, so the staff is unable to determine if the required 20% site landscaping has been met. Additional landscape beds may be required to meet the 20 % requirement. The staff would note that the site does not have extra parking spaces to give up to meet the requirement.
- The Quorum Drive frontage requires 6 shade trees and 59 shrubs. There are only 3 shade trees provided plus 1 poor quality tree that will need to be replaced, so 4 new trees need to be added.
- The shrub row along Quorum appears to be sufficient except for the area around the temporary leasing sign, which will need to be filled in following the removal of the sign.
- The parking lot islands need to be filled in with additional plant material. There are significant bare spots in the liriopie beds.
- The Bradford pear trees along the north side of the building are in poor condition and will need to be replaced with 4" caliper trees (which shall be approved by the Town prior to installation).

Photos of the conditions Michael describes are attached.

Building Code. The Building Official has reviewed the plan and notes the following:

1. The exiting as shown does not comply with Chapter 10 of the 2006 IBC. An exit corridor will be required at the north end of the building to serve both the general shooting/tactical bay areas and the rest of the building.

Fire Code. The Fire Department notes the same need for an exit corridor on the north side of the building. Both this requirement and the Building Code requirement are contained in those codes and do not need to be conditions for approval.

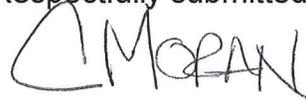
RECOMMENDATION:

Staff recognizes the popularity of facilities of this type and has been told that there is a shortage of facilities in the metroplex. In addition to providing this facility for the general population of people living in the area, the staff believes Addison's business population could be served by providing a facility of this type that could be utilized during lunch by Addison's commuting population.

Staff recommends approval of the Special Use Permit for a form of commercial amusement (an indoor weapons training and shooting facility), subject to the following conditions:

- The applicant shall provide calculations and quantities for the site so the staff can determine if the required 20% site landscaping has been met.
- Four new shade trees shall be added to the Quorum Drive frontage.
- Additional shrubs shall be planted along the Quorum Drive frontage following the removal of the temporary leasing sign.
- The parking lot islands shall be filled in with additional plant material to meet the requirements of the landscaping ordinance.
- The Bradford pear trees along the north side of the building shall be replaced with 4" caliper trees (which shall be approved by the Town prior to installation).

Respectfully submitted,



Carmen Moran
Director of Development Services

Case 1676-SUP/Bodyguard Sports, LLC
November 22, 2013

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on November 21, 2013, voted to recommend approval of an ordinance amending the zoning on a property located at 4949 Belt Line Road by approving for that property a Special Use Permit for a form of commercial amusement (an indoor weapons training and shooting facility) located in a Commercial-1 district (C-1), subject to the following conditions:

- The applicant shall provide calculations and quantities for the site so the staff can determine if the required 20% site landscaping has been met.
- Four new shade trees shall be added to the Quorum Drive frontage.
- Additional shrubs shall be planted along the Quorum Drive frontage following the removal of the temporary leasing sign.
- The parking lot islands shall be filled in with additional plant material to meet the requirements of the landscaping ordinance.
- The Bradford pear trees along the north side of the building shall be replaced with 4" caliper trees (which shall be approved by the Town prior to installation).

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler

Voting Nay: none

Absent: none



WE'RE GLAD YOU'RE HERE

Landscape Site Plan Review

October 23rd, 2013

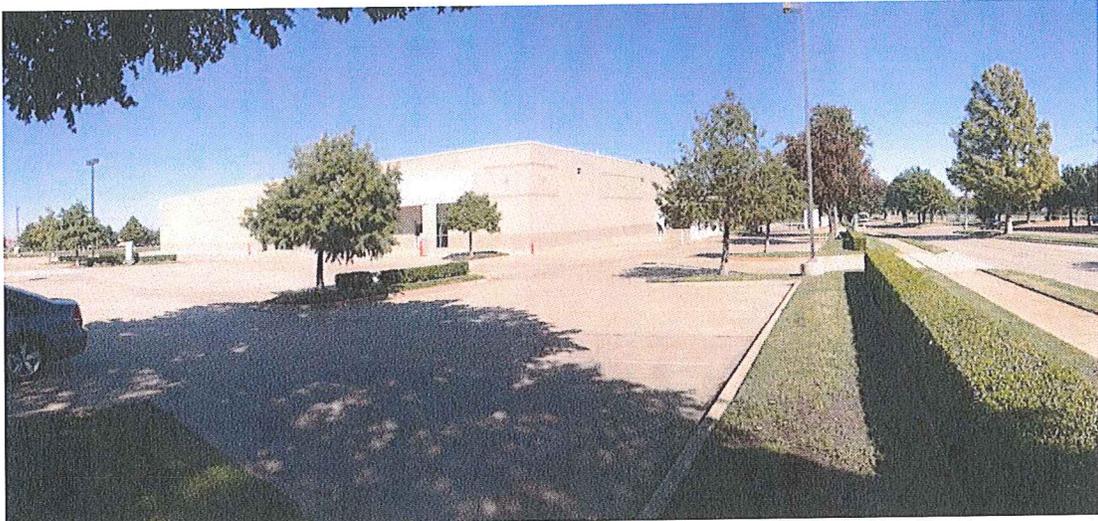
Landscape Site Plan Review for 4949 Belt Line Road, Addison, Texas (Blue Mesa)

- Required Site Landscaping (20%)
 - o Calculations and quantities for the site were not provided. Staff is unable to determine if the required 20% site landscaping has been met. Additional landscape beds may be required to fulfill this requirement.

- Street frontage on Quorum (approx. 175 LF)
 - o Required: 6 Shade Trees and 59 shrubs
 - o Provided: 3 Shade Trees + 1 poor quality tree to be replaced (4 Total), Shrub row appears to be sufficient except for area around temporary leasing sign (which will need to be filled in following the removal of the sign).

- Parking Islands
 - o Parking lot islands need to be filled in with additional plant material. There are significant bare spots in liriopse beds.

- Additional Comments
 - o Bradford pears along the north side of the building are in poor condition and will need to be replaced with 4" caliper trees (which shall be approved by the Town of Addison prior to installation).



Picture from the southeast corner of the site (looking northwest).



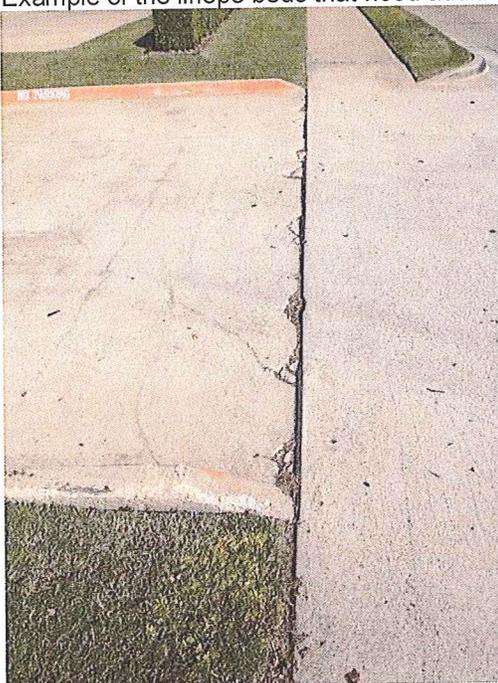
Picture from the front doors looking south to Belt Line road.



Picture of the western side of the property (looking south).



Example of the liriopce beds that need additional plants



Drive approach in poor condition



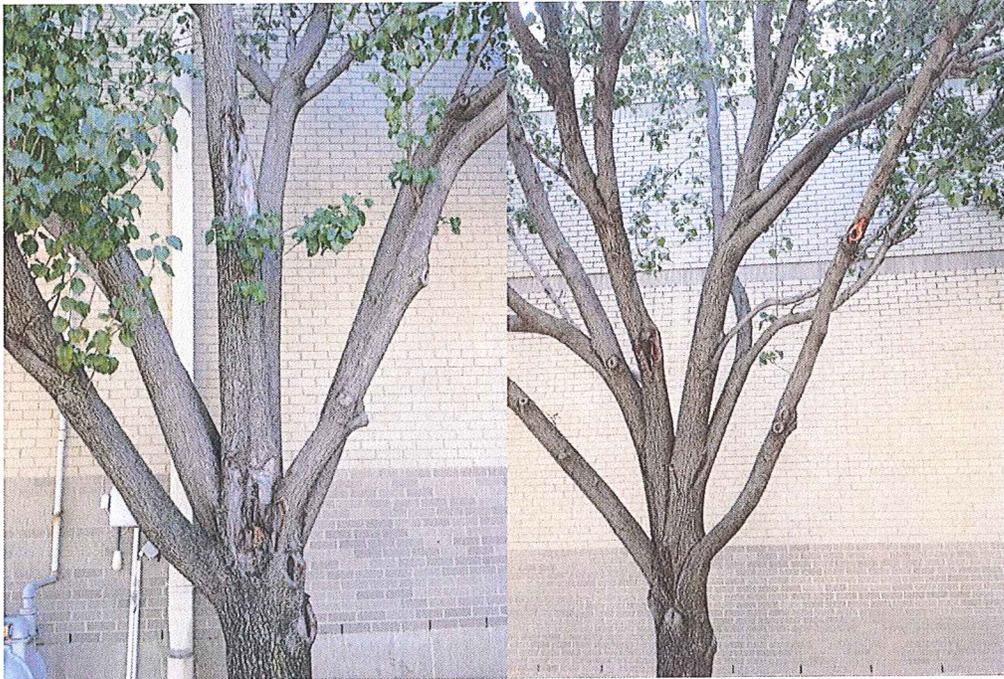
Area around temporary leasing side to be replanted



Bradford pear along Quorum



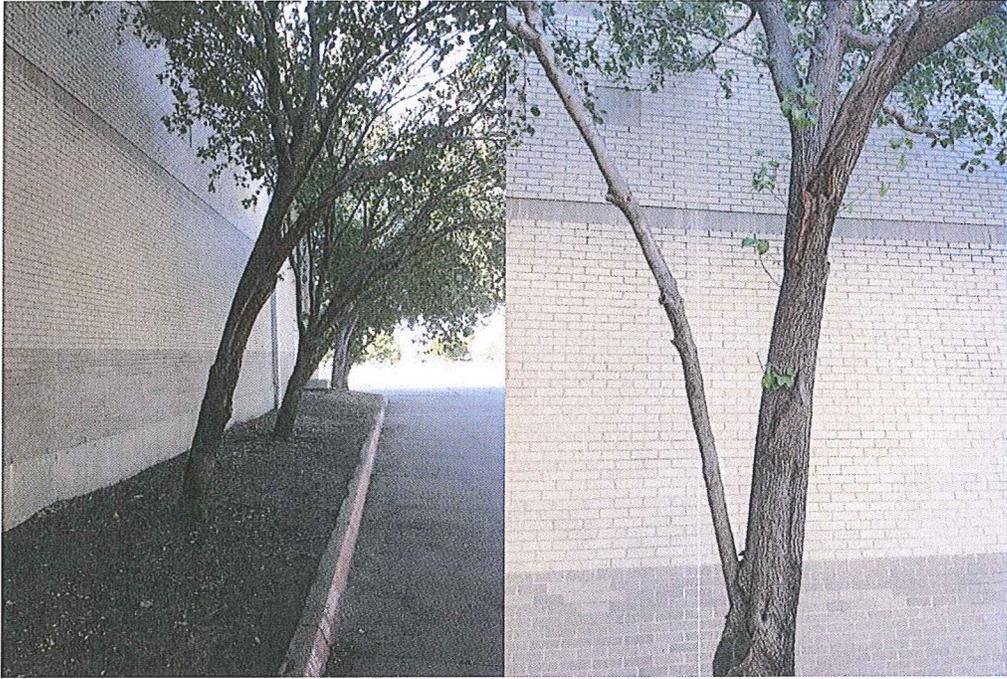
Bradford pears along North side of building



Bradford pears along North side of building



Bradford pears along North side of building



Bradford pears along North side of building



Bradford pears along North side of building



Bradford pears along North side of building



Liriope beds that need additional plants

To: Carmen Moran, Director of Development Services

From: Lynn Chandler, Building Official

Date: November 4, 2013

Subject: case 1676-SUP/BodyGuard Sports, LLC.

1. An exit corridor will be required at the north end of the building to serve both the general shooting /tactical bay areas and the rest of the building. It is currently shown as a storage area.
2. Exits from the general shooting bay shall open in the direction of egress.

Comments from Michel Mitchell, Fire Department

4949 Beltline, Body Guard Sports
Need an EXIT corridor in the rear of the building.

4141 Spring Valley, Greenhill School
Need specification sheets on the grass pavers that they are wanting to use for a fire lane. Also, will need an Engineer to sign off on the use of these grass pavers for a fire lane.

4901 Belt line Road Home 2
The automatic fire sprinkler system needs to be a NFPA 13 system.

Carmen Moran

From: Jenny Prazak [JPRAZAK@cobbhendley.com]
Sent: Monday, November 04, 2013 11:31 AM
To: Carmen Moran
Subject: FW: DRC submittals - engineering comments

My comments for the 4 current DRC are as follows (these are just for the zoning docs for DRC, not the engineering submittals we also have):

Home 2 Suites:

- Please confirm that any future water/sewer/drainage connections that need to be made for the construction of the Home 2 Suites will be made with the proposed parking lot addition currently under engineering review.

Greenhill School:

- Please confirm that the proposed rain gardens/bioswales will act as stormwater detention and that there is sufficient capacity as required by the Addison Stormwater Manual.

Gloria’s Restaurant:

- No engineering comments at this time.

Body Guard Sports:

- No engineering comments at this time.

Jenny Prazak, P.E.
jprazak@cobbhendley.com

Cobb, Fendley & Associates, Inc.
TBPE Firm Registration No.274 | TBPLS Firm Registration No. 100467
6801 Gaylord Parkway, Suite 302 | Frisco, TX 75034
Phone: 972.335.3214 | Fax: 972.335.3202 | www.cobbhendley.com

This e-mail and any files or attachments transmitted with it contain Information that is confidential and privileged. This document may contain Protected Health Information (PHI) or other information that is intended only for the use of the individual(s) and entity(ies) to whom it is addressed. If you are the intended recipient, further disclosures are prohibited without proper authorization. If you are not the intended recipient, any disclosure, copying, printing, or use of this information is strictly prohibited and possibly a violation of federal or state law and regulations. If you have received this information in error, please delete it and notify Hamid Khalehipour at 972-450-2868 immediately. Thank you.

Land Use Analysis

Attributes of Success Matrix

4949 Belt Line Road

| Attribute | Comment | Score |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| Competitive | This building has been vacant for many years. This re-occupation and re-opening of an existing building will be a welcome site in the area and will help the building be more competitive. | |
| Safe | The building is safe and is located in a safe area. | |
| Functional | The building is not currently functional, but will be after the installation of this facility. | |
| Visually Appealing | There will not be any changes to the existing building, which while it could be more appealing, is very functional for a firearms training facility. | |
| Supported with Amenities | This building is located in one of the most amenity-rich areas of Addison, with many restaurants, stores, and hotels nearby. | |
| Environmentally Responsible | There are not any changes being made to the existing site, so there is no increase, nor reduction in the environmental impact of this site. | |
| Walkable | The area is very walkable and is close to many hotels, stores, and restaurants, as well as just south of Addison Circle. | |
| Overall Assessment | This facility is a good adaptive-reuse for this building, which has been vacant for many years. In addition, it brings a facility to Addison that it does not currently have. | |

Combined Meeting

R8

Meeting Date: 12/10/2013

Council Goals: N/A

AGENDA CAPTION:

PUBLIC HEARING Case 1677-SUP/Home 2 Suites by Hilton. Public Hearing, discussion and consideration of approval of an ordinance changing the zoning on property located at 4901 Belt Line Road, which is currently zoned Commercial C-2, by approving for that property a Special Use Permit for a hotel, on application from Magnolia Lodging Development, LLC, represented by Mr. Matthew W. Newton.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on November 21, 2013, voted to recommend approval of an ordinance amending the zoning on a piece of property located at 4901 Belt Line Road, which is currently zoned Commercial-2 (C-2) by approving for that property a Special Use Permit for a hotel, subject to the following conditions:

- The applicant shall provide the Town of Addison an official height determination from the FAA (form 7460-1) before a building permit is issued.
- The property owner shall provide an Avigation Easement to the Town prior to the issuance of a building permit for the project.
- The applicant shall confirm where the future water/sewer/drainage connections are going to be made to this site, and clarify whether they will be in the proposed parking lot or on the hotel site. The applicant must submit drainage calculations and drawings to “prove up” the detention requirements.
- This site and the retail building site for Potbelly/Taco Diner must be re-platted to accommodate the moved property lines and moving of parking areas between this site and the retail building site. This re-plat shall be completed prior to the issuance of a building permit for the hotel.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler

Voting Nay: none

Absent: none

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

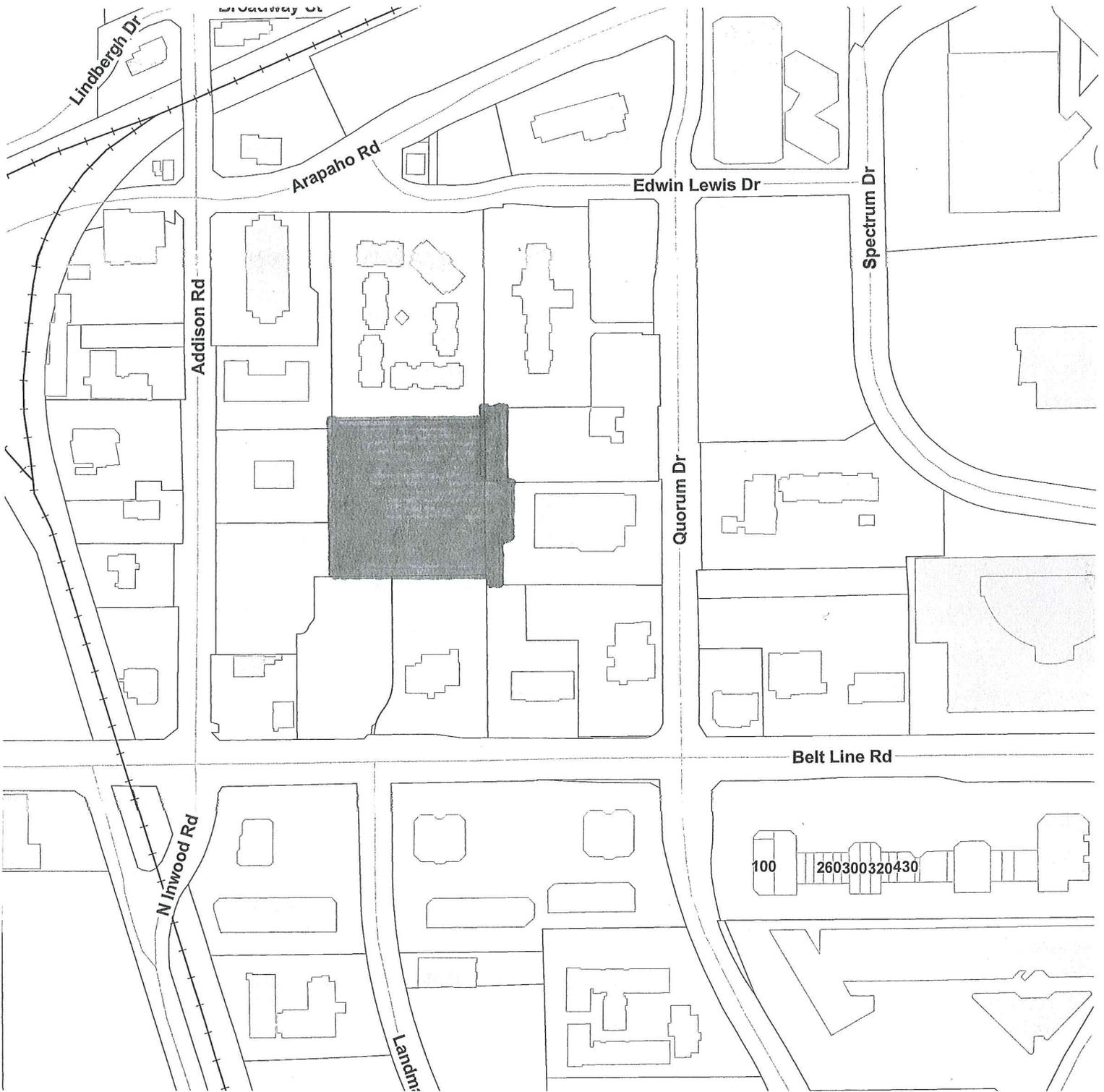
Administration recommends approval.

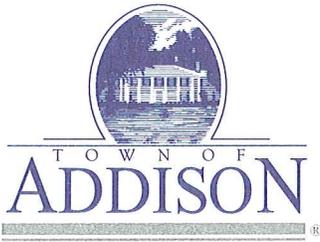
Attachments

docket map, staff report, and commission findings

1677-SUP

PUBLIC HEARING Case 1677-SUP/Home 2 Suites by Hilton. Public Hearing, discussion and consideration of approval of an ordinance approving a Special Use Permit for a hotel, located in a Commercial-2 district (C-2), at 4901 Belt Line Road, on application from Magnolia Lodging Development, LLC, represented by Mr. Matthew W. Newton.





BUILDING INSPECTION DEPARTMENT

16801 Westgrove

(972) 450-2880 Fax: (972) 450-2837

Post Office Box 9010 Addison, Texas 75001-9010

November 11, 2013

STAFF REPORT

RE: Case 1677-Z/Home 2 Suites by Hilton

LOCATION: 4901 Belt Line Road

REQUEST: Approval of an ordinance approving a Special Use Permit for a hotel in a Commercial-2 district

APPLICANT: Magnolia Lodging Development, LLC,
Represented by Mr. Matthew W Newton

DISCUSSION:

Background. This site is currently zoned Commercial-2, which allows for a variety of retail, retail/service/showroom, and light assembly uses. A Hotel/motel requires a Special Use Permit in any district. The property is currently vacant. It is an interior site and has long been the "hole in the doughnut" for this block. The proposed hotel will not take the entire vacant land left in this block, but will leave a 1.6-acre pad site to the west, adjacent to Addison Road.

In the past, there have been some proposals to rezone this land to a multi-family use. However, it is within the noise contours for the Addison Airport, which prohibits it from being zoned Multi-family. However, a hotel use is not considered a residential use by the FAA.

The 2.89-acre site is bordered on the south by the On the Border and BJ's restaurants. It is bordered on the east by the former Office Depot building and Arthur's Restaurant. It is bordered on the north by the Hyatt House and Springhill Suites hotels, and on the west by the Hawthorn Suites hotel and the Outback Steaks Restaurant.

Home 2 Suites by Hilton is a fairly new hotel product designed by Hilton. It is anticipated to be a companion to the Homewood Suites by Hilton product, but the Home2 product is designed for shorter stays. The developer indicates the average stay for a Home 2 Suites room is between two and five nights. The hotel offers suites with queen and king-sized beds and a couch. The rooms also offer a work area, a media hub, and a kitchen area that provides a microwave, a refrigerator, a dishwasher, and

microwavable cookware. Guests can also check-out an induction burner cook top from the front desk.

There is typically one King suite and one Queen suite per floor that offers a separate bedroom and living area. The hotels also offer an integrated laundry/fitness facility, saline pools, free breakfast, free wi-fi, an outdoor dining space, a business services area, and a Home 2 Market. The hotels are also dog and cat friendly, provided pet-owning guests put up a non-refundable \$75.00 deposit per stay.

This applicant for this property, Magnolia Lodging Development, was the original developer of the Hilton Garden Inn at 4090 Belt Line Road. Magnolia currently has a Home 2 Suites by Hilton in operation at the Stonebriar Mall in Frisco, and is planning to open additional units in the metroplex.

Proposed Plan. The hotel proposed for this 2.89-acre tract is an 81,928 square-foot, five story facility with 132 rooms. The rooms will be a combination of 58 queen suites (44%) and 74 king suites (56%). The hotel does not provide any meeting space. The hotel provides an outdoor pool with adjacent outdoor dining area.

Facades. The hotel is constructed of a combination of pre-fabricated, scored concrete panels with stucco banding, stone veneer, and aluminum store-front windows. The entrance to the hotel features a covered porte-cochere at the ground level, with a curtain-wall glass tower element that sticks up above the top of the hotel. The requirement for facades in a Commercial-2 district is "at least 80% of the exterior walls of all structures shall be of masonry construction." Therefore, the front and side walls of this hotel should be of brick or stone construction. However, those requirements can be varied through the approval of the Special Use Permit for the hotel.

Parking. The parking ratio for the hotel is one space per room. The hotel requires 132 parking spaces, and the site provides 151 spaces. The parking provided is sufficient.

At present, the eastern portion of this site is being used for required parking for the Potbelly Sandwiches/Taco Diner retail building, which is owned by the same owner as this tract. As a part of this development, that parking will be moved to the south of this site, and will extend across the length of the On the Border and BJ's Restaurant site. The owner has a cross-parking agreement with all tenants on the site that allows customers to any of the businesses in this area to park in any lot. However, the Town requires that all required parking be contained within the platted lot, so the parking lot that currently serves Potbelly's/Taco Diner will be moved and reconstructed, and then replatted into that retail site. At the end of the process, all properties will "stand alone" for their parking requirements, and the relocated parking will actually be closer to the retail building than it is now.

Airport Issues. The Developer's architect has researched the allowed building heights and believes that this project is within the allowed height from the end of the Addison Airport runway. However, the applicant will be required to provide the Town with an

official height determination from the FAA before a building permit is issued. The form used to get a height determination is FAA Form 7460-1. Joe McAnally, the Operations Manager at the Airport, can coordinate and provide assistance to the applicant in filing the form with the FAA.

In addition, the property owner will be required to provide an Avigation Easement to the Town prior to the issuance of a building permit for the project. The Avigation Easement form is attached.

Fire Code. The Fire Department has reviewed the proposed plans and notes that the hotel will require an FPA 13 system. This is a requirement of the Fire Code and does not need to be a condition for approval.

Landscaping. The Parks Department has reviewed the proposed plans, and notes that while some detail is lacking and some unacceptable tree varieties are being proposed, they generally meet the requirements of the landscaping ordinance.

Engineering. The developer will be replacing some parking on the east side of this site with land on the south side of the site, and the Town's Engineering staff has been working with the applicant on the detention requirements for both this site and the additional parking lot that will be located immediately south of this site. The applicant must confirm where the future water/sewer/drainage connections are going to be made to this site, and clarify whether they will be in the proposed parking lot or on the hotel site. The applicant must submit drainage calculations and drawings to "prove up" the detention requirements.

In addition, this site and the retail building site for Potbelly/Taco Diner must be replatted to accommodate the moved property lines and moving of parking areas between this site and the retail building site.

RECOMMENDATION:

The staff believes this proposed hotel is a good use for this piece of property. It is always difficult to find a development that can utilize an interior property. However, this hotel will have access to Belt Line Road and at 5-stories, will show up behind the restaurants. The staff believes that a hotel is a suitable use for this location because it is less than one block from the Tollway, which is the Town's primary hotel traffic generator. Also, it is within walking distance to a myriad of restaurants and retail services, and to Addison's other hotels, which should help it with bookings for larger events.

The product is the newer style with flat-screen TVs, a lobby for socializing, outdoor dining, and pet-friendly. It is similar to Westin's Aloft, NYLO, and other "millennial-oriented" hotels that are drawing a growing segment of the travel population. Addison

has not had a new hotel since 1995, and has not had an offering that is attractive to the younger traveling demographic.

Staff recommends approval of an ordinance approving a Special use Permit for a hotel, located in a Commercial-2 district, subject to the following conditions:

- The applicant shall provide the Town official height determination from the FAA (form 7460-1) before a building permit is issued.
- The property owner shall provide an Avigation Easement to the Town prior to the issuance of a building permit for the project.
- The applicant shall confirm where the future water/sewer/drainage connections are going to be made to this site, and clarify whether they will be in the proposed parking lot or on the hotel site. The applicant must submit drainage calculations and drawings to "prove up" the detention requirements.
- This site and the retail building site for Potbelly/Taco Diner must be replatted to accommodate the moved property lines and moving of parking areas between this site and the retail building site. This replat shall be completed prior to the issuance of a building permit for the hotel.

Respectfully submitted,



Carmen Moran
Director of Development Services

Case 1677-SUP/Home2 Suites by Hilton
November 22, 2013

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on November 21, 2013, voted to recommend approval of an ordinance amending the zoning on a piece of property located at 4901 Belt Line Road, which is currently zoned Commercial-2 (C-2) by approving for that property a Special Use Permit for a hotel, subject to the following conditions:

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- The applicant shall confirm where the future water/sewer/drainage connections are going to be made to this site, and clarify whether they will be in the proposed parking lot or on the hotel site. The applicant must submit drainage calculations and drawings to "prove up" the detention requirements.
- This site and the retail building site for Potbelly/Taco Diner must be replatted to accommodate the moved property lines and moving of parking areas between this site and the retail building site. This replat shall be completed prior to the issuance of a building permit for the hotel.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler
Voting Nay: none
Absent: none

Magnolia Lodging

Carmen Moran
Planning & Zoning Commission
Service Center
16801 Westgrove Drive
Addison, TX 75001

October 17, 2013

Ms. Moran:

Thank you for your time and efforts with our proposal for a Home2 Suites by Hilton® in the Town of Addison. We are excited about the possibility of developing a new hotel in this dynamic, urban area.

The Home2 Suites by Hilton is the newest brand from Hilton Worldwide, and was launched in January 2011. There are currently 22 Home2 Suites open in the United States; two of those hotels are in Texas. Our company developed the Home2 Suites in Frisco, Texas and we have been very pleased and impressed with the brand. As the 13th hotel in the brand portfolio, the second in Texas, and the first in North Texas, we've enjoyed introducing this new concept to the metroplex and have found the hotel to be both competitive and well-received. Guests enjoy the concept, and the hotel is achieving an average daily rate of over \$100. The contemporary look and feel, paired with eco-friendly amenities (dual-flush toilets, on-site recycling, eco-friendly construction materials), has appealed to both the leisure and business traveler.

We have included some pictures of our Home2 in Frisco; the proposed Addison hotel will be very similar, but not identical, to this property. Designed for the modern guest, the Home2 Suites features all-suite accommodations with a flexible "Working Wall" work space, complimentary wireless and spacious living area. A "sister" brand to the successful Homewood Suites brand of hotels, the Home2 Suites differs with more emphasis on a cleaner, greener aesthetic while still providing guests with comfortable accommodations. A complimentary breakfast buffet, Fitness Center, Business Center, Guest Laundry, Guest Shuttle, and pool with patio are all amenities our Home2 Suites guests enjoy. Additionally, the brand promotes a community service aspect, Your2Hands, which encourages hotel teams to partner with local nonprofits in effort to give back to their communities. Our Frisco hotel has enjoyed working with the Frisco Family Services, and most recently volunteered time during the organization's back-to-school fair in August.

I invite you to contact me with any questions or comments. We look forward to building a great relationship with the Town of Addison, and anticipate a successful project and experience for all involved.

Sincerely,



Matthew Newton
President



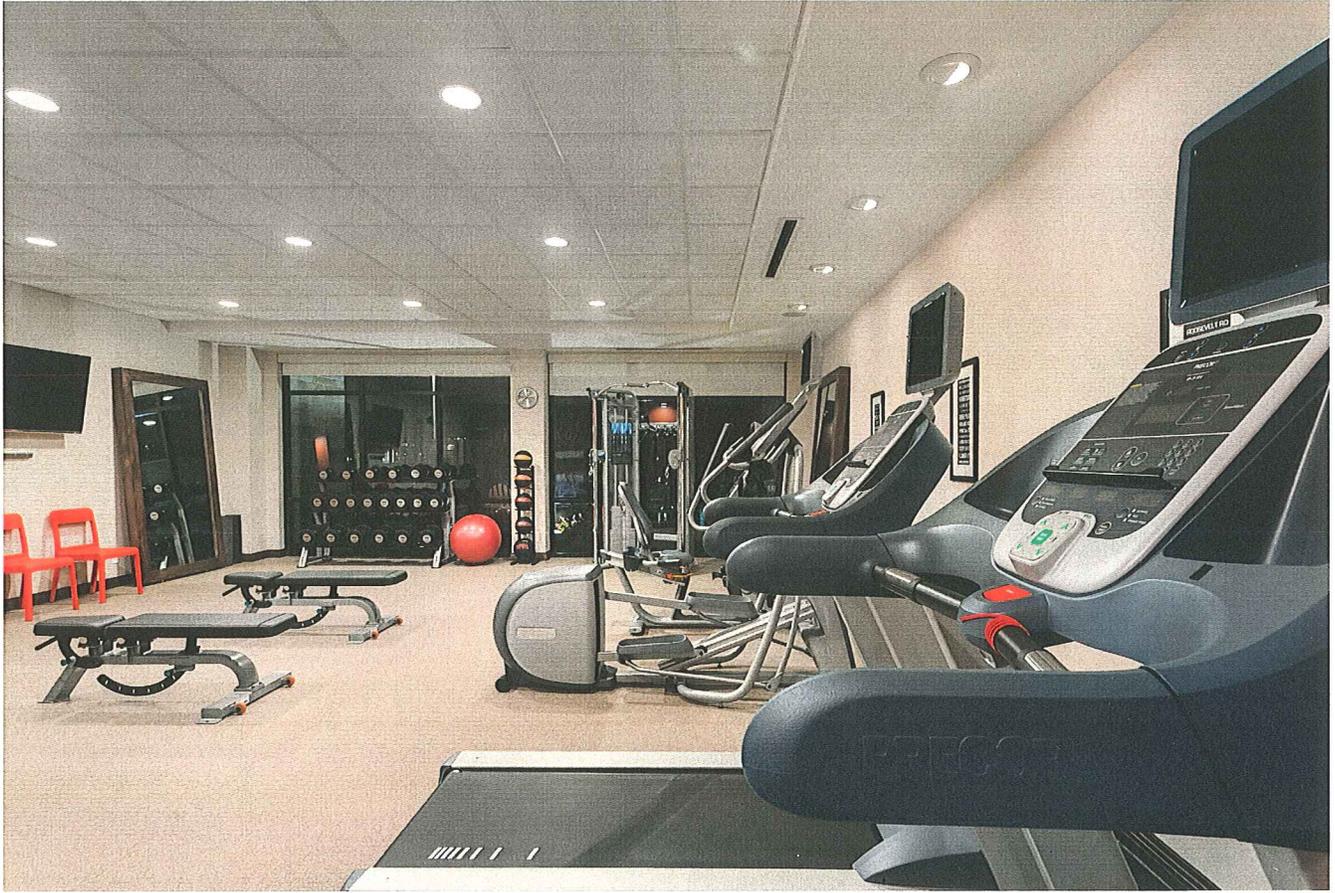
Home2 Suites by Hilton Dallas-Frisco, opened November 2012



The Oasis, a flexible lobby and communal meeting space



Outdoor pool with custom water features and patio



Guest-access Fitness Center



Home2 Suites DallasFrisco exterior with complimentary guest shuttle



One Bedroom Double Queen Suite



King Studio Suite

Carmen Moran

From: Jenkinson, Joel [joel.jenkinson@urs.com]
Sent: Wednesday, October 30, 2013 4:44 PM
To: Carmen Moran; Lisa Pyles; Mark Acevedo
Cc: Joe McAnally
Subject: RE: Home 2 Suites by Hilton

Carmen,

The form is the [FAA Form 7460-1](#). Joe McAnally (our Operations Manager) usually coordinates and provides assistance (if needed) in completing the forms correctly. We recommend that proponents submit a drawing of the proposed development that includes an accurate survey stamped by an RPLS ... that is necessary to provide what FAA terms "1A accuracy"; otherwise, FAA assumes a larger error and the airspace determination is that much less likely to be favorable.

Just FYI, Joe McAnally and Lynn Chandler have been coordinating and verifying that a Form 7460-1 has been submitted to FAA before permits get issued ... which I think is prudent, because we had a few instances of the requirement being ignored.

Regards,

Joel

understood and agreed that this easement, its covenants and agreements shall run with the land, which is described herein. The Grantor, on behalf of itself, its successors and assigns, further acknowledges that the easements herein granted contemplate and include all existing and future operations at Addison Airport, acknowledging that future aircraft numbers and types will most likely increase and noise patterns may also increase, in that the rights, obligations and covenants herein set forth shall not terminate or vary in the event of changes in the flight volume or noise, traffic patterns, runway lengths or locations or characteristics or type or category of aircraft using the Addison Airport, Town of Addison, Texas.

Owner _____

ACKNOWLEDGEMENT

STATE OF TEXAS)
) 55.
COUNTY OF DALLAS)

The foregoing instrument was acknowledged before me by _____
_____ this _____
day of _____.

Witness My Hand and Official Seal.

Notary Public

My Commission Expires: _____

SAMPLE
TOWN OF ADDISON AVIGATION EASEMENT

WHEREAS, hereinafter called "Grantor", is the owner of that certain parcel of land situated in the Town of Addison, County of Dallas, State of Texas, to wit:

hereinafter called "Grantor's Property", and outlined on the attached map.

NOW, THEREFORE, for consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration paid by the Grantee, hereinafter named, to the Grantor, the receipt and sufficiency of which is hereby specifically acknowledged, the Grantor, its successors and assigns, subject to the provisions herein contained, hereby grants, bargains, sells and conveys unto the Town of Addison, State of Texas, its successors and assigns, the Grantee, for use and benefit of the public, a perpetual easement and right-of-way over that portion of the Grantor's land described above, in the vicinity of Addison Airport, for the purpose of the passage of all aircraft ("aircraft" being defined for the purpose of this instrument as any device now known or hereafter invented, used or designated for navigation of, or flight in the air) by whomsoever owned and operated in the air space to an infinite height above the surface of the Grantor's property, together with the right to cause in said air space noise, vibration and all other effects that may be caused by the operation of aircraft landing at or taking off from, or operated at, or on Addison Airport located in Dallas County, Texas; Grantor hereby waives, renounces and releases any right or cause of action which Grantor has now, or which Grantor may have in the future against the Grantee, its successors and assigns, or Addison Airport, due to such noise, vibration, and other effects that may be caused by the operation of aircraft landing and taking off from, or operating at or on Addison Airport; the Grantor further grants that upon said property (A) no use shall be permitted that causes a discharge into the air of fumes, smoke or dust which will obstruct visibility and adversely affect the operation of aircraft or cause any interference with navigational facilities necessary to aircraft operation and (B) no development or construction shall be permitted which will interfere in any way with the safe operation of aircraft in the air space over the land described herein or at or on the Addison Airport.

To have and to hold said easement and right-of-way and all rights appertaining hereto unto the Grantee, its successors and assigns, until the Addison Airport shall be abandoned and shall cease to be used for airport purposes. It is specifically

Comments from Michel Mitchell, Fire Department

4949 Beltline, Body Guard Sports
Need an EXIT corridor in the rear of the building.

4141 Spring Valley, Greenhill School
Need specification sheets on the grass pavers that they are wanting to use for a fire lane. Also, will need an Engineer to sign off on the use of these grass pavers for a fire lane.

4901 Belt line Road Home 2
The automatic fire sprinkler system needs to be a NFPA 13 system.

Carmen Moran

From: Jenny Prazak [JPRAZAK@cobb fendley.com]
Sent: Monday, November 04, 2013 11:31 AM
To: Carmen Moran
Subject: FW: DRC submittals - engineering comments

My comments for the 4 current DRC are as follows (these are just for the zoning docs for DRC, not the engineering submittals we also have):

Home 2 Suites:

- Please confirm that any future water/sewer/drainage connections that need to be made for the construction of the Home 2 Suites will be made with the proposed parking lot addition currently under engineering review.

Greenhill School:

- Please confirm that the proposed rain gardens/bioswales will act as stormwater detention and that there is sufficient capacity as required by the Addison Stormwater Manual.

Gloria’s Restaurant:

- No engineering comments at this time.

Body Guard Sports:

- No engineering comments at this time.

Jenny Prazak, P.E.
jprazak@cobb fendley.com

Cobb, Fendley & Associates, Inc.
TBPE Firm Registration No.274 | TBPLS Firm Registration No. 100467
6801 Gaylord Parkway, Suite 302 | Frisco, TX 75034
Phone: 972.335.3214 | Fax: 972.335.3202 | www.cobb fendley.com

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WE'RE GLAD YOU'RE HERE

Landscape Site Plan Review

October 25th, 2013

Landscape Site Plan Review for Home 2 Suites (Belt Line Road)

Parking Lot Screening

- *North Property Line (Approx. 406' LF)*
 - o Trees
 - 12 required Trees
 - 14 proposed Trees
 - o Shrubs
 - Graphically appears to meet code (no calculations provided)
- *West Property Line (Approx. 271' LF)*
 - o Trees
 - 8 required Trees
 - 8 proposed Trees
 - o Shrubs
 - Graphically appears to meet code (no calculations provided)
- *South Property Line (Approx. 386' LF)*
 - o Trees
 - 11 required Trees
 - 11 proposed Trees
 - o Shrubs
 - Graphically appears to meet code (no calculations provided)
- *East Property Line (Approx. 331' LF)*
 - o Trees
 - 9 required Trees
 - 11 proposed Trees
 - o Shrubs
 - Graphically appears to meet code (no calculations provided)
- *Parking Area Landscaping*
 - o Total Parking Area
 - SF and calculations not provided

Total Site Landscaping

- 20% required
- **No calculations provided.**

Additional Comments

- All tree staking shall occur below grade.
- Lacebark Elms will not be accepted (due to the presence of cotton root rot in Addison).
- Ensure shrubs do not obstruct visibility triangles.

Land Use Analysis

Attributes of Success Matrix

4901 Belt Line Road

| Attribute | Comment | Score |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| Competitive | Addison presently has 22 hotels. However, it has not had a new hotel since 1996. There are new hotel products in the market, such as Home2 Suites by Hilton, that cater to a younger traveling demographic, and this hotel fits into that category. It would allow Addison to be more competitive with surrounding cities. | |
| Safe | The would be safe, and the site is located in a safe area. | |
| Functional | The architects and developers have designed a functional hotel in accordance with the standards set by Hilton Hotels. | |
| Visually Appealing | The hotel features modern architecture with a combination of scored concrete panels, stucco, and stone veneer, with aluminum windows. | |
| Supported with Amenities | This building is located in one of the most amenity-rich areas of Addison, with many restaurants, stores, and hotels nearby. It also has three adjacent hotels, with more in the immediate area. | |
| Environmentally Responsible | The applicant will design the facility in accordance with Addison's requirements for stormwater runoff. In addition, Home2 Suites provides recycling for all guests and follows LEED standards for design. | |
| Walkable | The area is very walkable and is close to many hotels, stores, and restaurants, as well as just south of Addison Circle. | |
| Overall Assessment | This proposed hotel is a good use for this interior site. It also provides a type of hotel product that is not currently in Addison and will allow Addison to better compete for younger travelers. In addition, the Town is familiar with the operator and has had good experience with his firm. | |

Combined Meeting

R9

Meeting Date: 12/10/2013

Council Goals: N/A

AGENDA CAPTION:

PUBLIC HEARING Case 1678-SUP/Gloria's Restaurant. Public hearing, discussion and consideration of approval of an ordinance changing the zoning on property located at 5100 Belt Line, Suite 864, which property is currently zoned PD, Planned Development, through Ordinance 012-001, by approving for that property a Special Use Permit for a restaurant and a Special Use Permit for the sale of alcoholic beverages for on-premises consumption only, on application from Gloria's Restaurant, represented by Mr. Matthew Crittenden of MSC Design, LLC.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on November 21, 2013, voted to recommend approval of the request for approval of an ordinance changing the zoning on property located at 5100 Belt Line, Suite 864, which property is currently zoned PD, Planned Development, through Ordinance 012-001, by approving for that property a Special Use Permit for a restaurant and a Special Use Permit for the sale of alcoholic beverages for on-premises consumption only, on application from Gloria's Restaurant, subject to no conditions, as the landscaping plan the staff had requested was submitted before the meeting.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler

Voting Nay: none

Absent: none

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

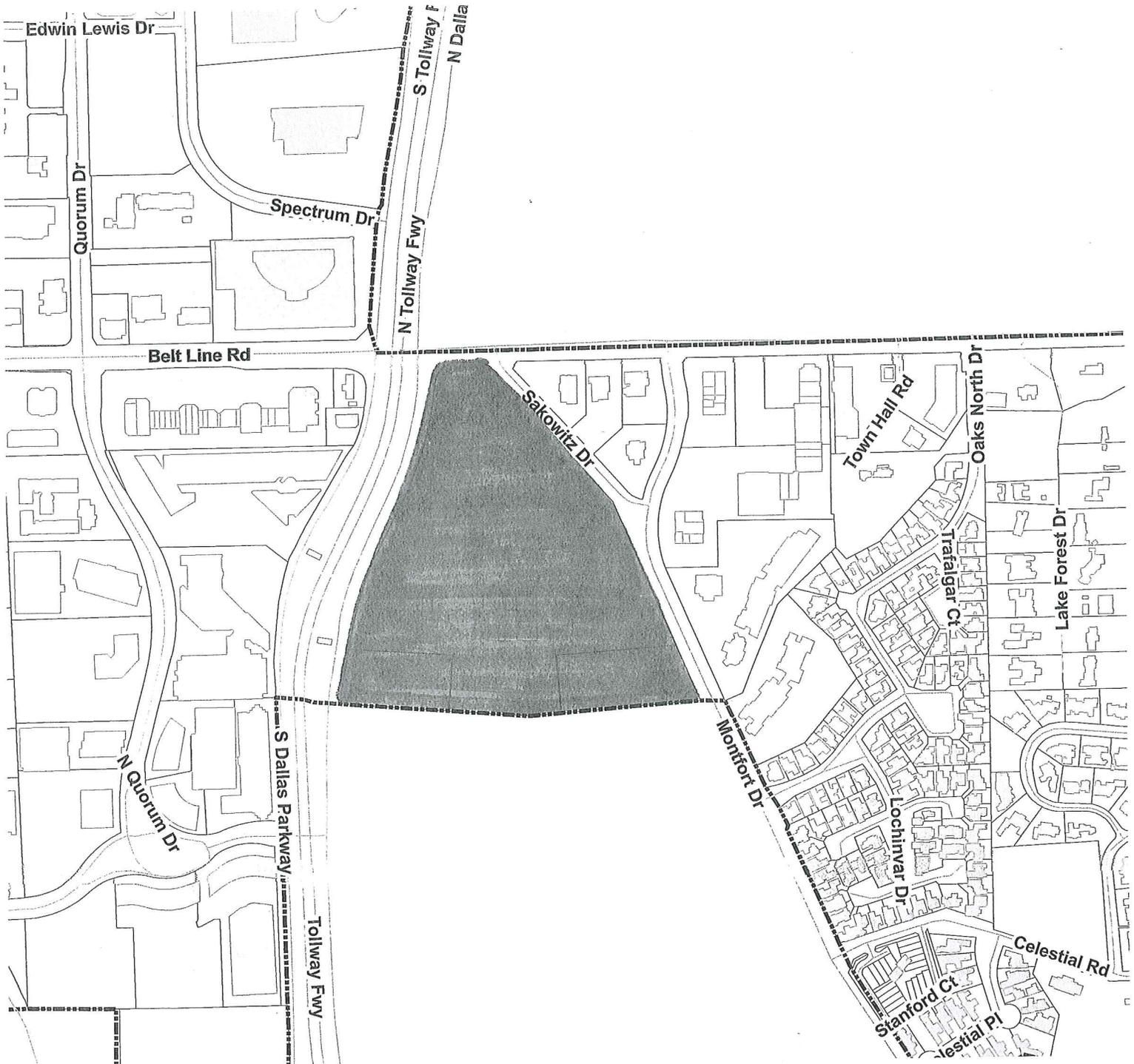
RECOMMENDATION:

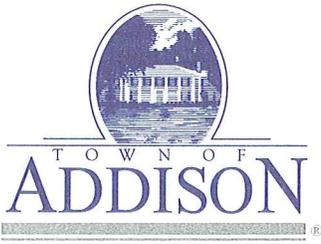
Administration recommends approval.

staff report, docket map, and commission findings

1678-SUP

PUBLIC HEARING Case 1678-SUP/Gloria's Restaurant. Public hearing, discussion and consideration of approval of an ordinance changing the zoning on property located at 5100 Belt Line, Suite 864, which property is currently zoned PD, Planned Development, through Ordinance 012-001, by approving for that property a Special Use Permit for a restaurant and a Special Use Permit for the sale of alcoholic beverages for on-premises consumption only, on application from Gloria's Restaurant, represented by Mr. Matthew Crittenden of MSC Design, LLC





BUILDING INSPECTION DEPARTMENT

16801 Westgrove

(972) 450-2880 Fax: (972) 450-2837

Post Office Box 9010 Addison, Texas 75001-9010

November 13, 2013

STAFF REPORT

RE: Case 1678-SUP/Gloria's Restaurant

LOCATION: 5100 Belt Line Road, Suite 864

REQUEST: Approval of a Special Use Permit for a restaurant and a Special Use Permit for the sale of alcoholic beverages for on-premises consumption only

APPLICANT: Gloria's Restaurant, represented by Mr. Matthey Crittenden of MSC Design, LLC

DISCUSSION:

Background. Gloria's restaurant has been a tenant in the Village on the Parkway shopping center since 1999. The original Gloria's occupied Suite 848 in 1999 and then expanded into Suite 852 in 2005. At this point, Gloria's will move out of its current space and construct a new space in Suite 864, which was formerly occupied by Brook-Mayes Music Store.

Proposed Plan. The new space will total 11,771 square feet with 9,035 of interior space and a 2,736 patio. Gloria's currently features salsa music with a live band, and the new space proposes a band stand as well. The restaurant features a large central dining room with an island bar on the east end of the space.

Exterior Facades. The restaurant will not move the metal panels from the former space, but will go with a more traditional design that matches the facades being proposed for the remodel of the center. The materials will match the new materials proposed for the remodel, including the stucco, metal awnings, and cast stone used on the other buildings. The patio will be partially covered with a lattice structure, and will preserve the existing tree within the patio space.

Parking. The parking requirement for the Village on the Parkway is at a mixed-use ratio of one space per 250 square feet, regardless of how the space is used. The plans show the center will provide 2,240 spaces, which is 512 spaces over the required

number. 500 of those additional spaces will be a 4-level parking structure on the west end of the theatre and across the drive from this restaurant. Under the approved plan for the center, the parking spaces can be provided anywhere on the site, and do not have to be provided immediately in front of the tenant's lease space.

Under the 1/250 mixed use ratio, this space will require 47 parking spaces. While it does not seem like a lot of parking is being required, keep in mind the center is a mixed use center, and the existing Gloria's space will likely be converted to standard retail, which should reduce demand in front of the Gloria's space during the evening hours. In addition, the developers currently provide valet parking throughout the site.

Landscaping. The landscaping on the site was installed by the shopping center developer. However, a lot of the landscaping that should have gone in with the Whole Foods Store was undersized or eliminated from the approved landscaping plan. The Parks Department has been working diligently with the developer on a compromise plan, but progress has been slow. Last month, the staff warned the developer that it would not continue to take actions on Special Use Permits unless the landscaping was addressed.

During the past month, the staff has waited for a promised plan that would restore most of the landscaping shown on the approved plan, but no plan was submitted. Therefore, as the staff warned last month, it is recommending that all approvals by P&Z and Council be tabled until the revised landscaping plan is submitted and approved, and the landscaping is installed in accordance with the plan.

Food Service Code. The kitchen installation must meet all requirements of the Food Service Code.

Mechanical Equipment. The applicant should be aware that if any new mechanical equipment is added to the roof of the restaurant, it must be screened from all adjacent properties. The screening mechanism shall be architecturally compatible, and the Building Official shall make the determination of "architecturally compatible".

Signs. The applicant has shown signs on the facades. While signs are not approved through this process, the staff would advise the applicant that the Town has a policy against the use of terms that relate to alcoholic beverages, such as "bar" or "tavern" in exterior signs.

RECOMMENDATION:

Gloria's has long been a quality restaurant within the Town, and the staff would like to continue to help this center develop and bring new businesses to Addison. However, there were problems with the initial landscaping installation, and the developer, though promising to correct them, has not.

Therefore, the staff recommends that all approvals by P&Z and Council be tabled until a revised landscaping plan for the center is submitted and approved, and the landscaping is installed in accordance with the revised plan.

Respectfully submitted,

A handwritten signature in black ink that reads "C MORAN". The letters are stylized and connected.

Carmen Moran
Director of Development Services

Case 1678-SUP/Gloria's Restaurant
November 22, 2013

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on November 21, 2013, voted to recommend approval of the request for approval of an ordinance changing the zoning on property located at 5100 Belt Line, Suite 864, which property is currently zoned PD, Planned Development, through Ordinance 012-001, by approving for that property a Special Use Permit for a restaurant and a Special Use Permit for the sale of alcoholic beverages for on-premises consumption only, on application from Gloria's Restaurant, subject to no conditions, as the landscaping plan the staff had requested was submitted before the meeting.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler
Voting Nay: none
Absent: none

Memorandum

Date: November 12, 2013
To: Carmen Moran, Director of Development Services
From: Michael Kashuba, Landscape Architect
Subject: **Village on the Parkway**

The Town of Addison received and approved a landscape plan from SMR landscape architects dated 5/18/13. As a part of the review, the Town of Addison accepted ornamental trees in lieu of the required shade trees (due to overhead power lines) along the Belt Line frontage.

During a pre-inspection site visit for a full certificate of occupancy, it was noted that the installed landscape varied significantly from the approved landscape plan. The installed landscape provided approx. 30% of the proposed landscape beds and the 6" caliper parking lot trees were replaced with 4" caliper trees. After meeting with Lincoln Property representative on site, it was determined that the landscape was reduced in an effort to save money without any coordination with the Town of Addison.

Based on the site visit, Lincoln Properties was going to submit a revised landscape plan showing the following changes:

- 1) The 4" caliper parking lot trees and turf could remain (due to maintenance concerns).
- 2) The landscape planting along the major roads and all entry points would be installed per the approved landscape plans (with some minor field adjustments)

As of 11/12/2013, we have not received the requested landscape plan or seen any changes to the landscaping on the site.

Carmen Moran

From: Jenny Prazak [JPRAZAK@cobb fendley.com]
Sent: Monday, November 04, 2013 11:31 AM
To: Carmen Moran
Subject: FW: DRC submittals - engineering comments

My comments for the 4 current DRC are as follows (these are just for the zoning docs for DRC, not the engineering submittals we also have):

Home 2 Suites:

- Please confirm that any future water/sewer/drainage connections that need to be made for the construction of the Home 2 Suites will be made with the proposed parking lot addition currently under engineering review.

Greenhill School:

- Please confirm that the proposed rain gardens/bioswales will act as stormwater detention and that there is sufficient capacity as required by the Addison Stormwater Manual.

Gloria's Restaurant:

- No engineering comments at this time.

Body Guard Sports:

- No engineering comments at this time.

Jenny Prazak, P.E.
jprazak@cobb fendley.com

Cobb, Fendley & Associates, Inc.
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Land Use Analysis

Attributes of Success Matrix

5100 Belt Line Road, Suite 864

| Attribute | Comment | Score |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| Competitive | Gloria's has been an existing business here in Addison for 14 years, and it does well. It is certainly competitive now, and should be even more competitive after it moves to this larger location. | |
| Safe | The Village on the Parkway is safe. | |
| Functional | The site is functional and the restaurant, as proposed, will be functional. | |
| Visually Appealing | The proposed restaurant is visually appealing and will match the rest of the shopping center. | |
| Supported with Amenities | The site is supported with amenities. | |
| Environmentally Responsible | The shopping center presented a new landscaping plan for the center, but when it was installed, a lot of the plant material was undersized and omitted from the plan. The staff does not feel that was environmentally responsible. | |
| Walkable | The center is a little chaotic with all the construction going on at present, but ultimately will be walkable. . | |
| Overall Assessment | The staff recommends this request by tabled until the landscaping is installed for the center. | |

Case 1678-SUP/Gloria's Restaurant
November 22, 2013

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on November 21, 2013, voted to recommend approval of the request for approval of an ordinance changing the zoning on property located at 5100 Belt Line, Suite 864, which property is currently zoned PD, Planned Development, through Ordinance 012-001, by approving for that property a Special Use Permit for a restaurant and a Special Use Permit for the sale of alcoholic beverages for on-premises consumption only, on application from Gloria's Restaurant, subject to no conditions, as the landscaping plan the staff had requested was submitted before the meeting.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler
Voting Nay: none
Absent: none

Combined Meeting

R10

Meeting Date: 12/10/2013

Council Goals: N/A

AGENDA CAPTION:

PUBLIC HEARING Case 1679-SUP/Greenhill School. Public hearing, discussion and consideration of approval of an ordinance changing the zoning on property located at 4141 Spring Valley Road, located in a Residential-1 (R-1) district by approving for that property an amendment to an existing Special Use Permit for a private school, on application from Greenhill School, represented by Mr. Milton Powell of Page Southerland Page Architects.

COMMISSION FINDINGS:

The Addison Planning and Zoning Commission, meeting in regular session on November 21, 2013, voted to recommend approval of an ordinance changing the zoning on property located at 4141 Spring Valley Road, located in a Residential-1 (R-1) district by approving for that property an amendment to an existing Special Use Permit for a private school, on application, subject to the following conditions:

- The landscaping plans should be revised to include the following items:
 1. The landscape buffer along Spring Valley should include a mixture of various shade trees instead of a monoculture of one type of tree.
 2. The Lacebark Elm trees should be replaced with a different variety of shade tree due to the Cotton Root Rot that is found in many parts of Addison.
 3. Decomposed granite in the swale plantings should not be installed on slopes greater than 2% due to wash-out.
 4. The plan should ensure that turf replacement covers all areas disturbed by construction (vegetative swale on P-AS 101 versus P-L 201).
 5. The plans should label the contours on the south side of the PAAC building and identified as a landscape berm (P-AS 101).
- The applicant shall provide specification sheets on the pavers proposed so that the Town can be sure they will support the weight of the Fire Department equipment. In addition, the school must provide the Town with a letter from a registered Engineer certifying that the pavers are suitable for use as a fire lane.
- The applicant shall provide the Town's Engineering staff with information proving that the proposed rain gardens/bioswales will act as stormwater

detention and that there is sufficient capacity as required by the Addison Stormwater Manual.

- The school site shall be re-platted to include the sports fields at the southeast corner back in with the school property prior to the issuance of a building permit for the Performing Arts and Assembly Center.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler

Voting Nay: none

Absent: none

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

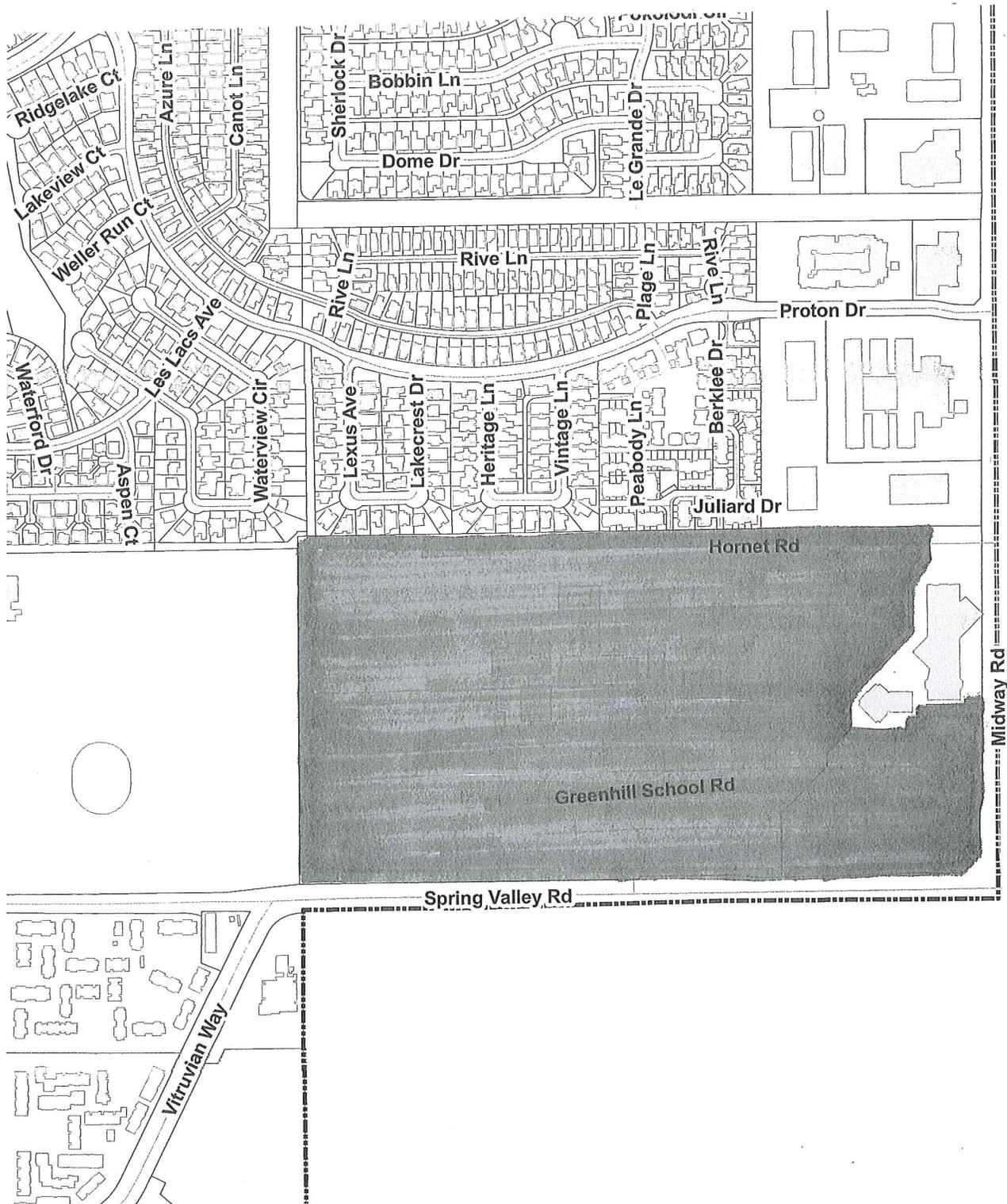
Administration recommends approval.

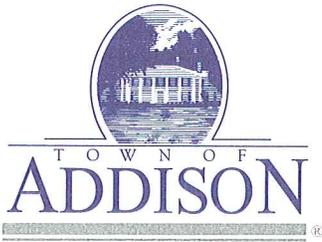
Attachments

docket map, staff report, and Commission findings

1679-SUP

PUBLIC HEARING Case 1679-SUP/Greenhill School. Public hearing discussion and consideration of approval of an ordinance changing the zoning on property located at 4141 Spring Valley Road, located in a Residential-1 (R-1) district by approving for that property an amendment to an existing Special Use Permit for a private school, on application from Greenhill School, represented by Mr. Milton Powell of Page Southerland Page Architects.





BUILDING INSPECTION DEPARTMENT

(972) 450-2880 Fax: (972) 450-2837

16801 Westgrove

Post Office Box 9010 Addison, Texas 75001-9010

November 13, 2013

RE: Case 1679-SUP/Greenhill School

LOCATION: 4141 Spring Valley Road

REQUEST: Approval of an amendment to a Special Use Permit for a private school, so as to amend the master plan to provide for the construction of a performing arts and assembly center, the relocation of existing athletic fields, the construction of an athletic pavilion, and the remodel and expansion of the Greenhill School dining facility

APPLICANT: Greenhill School, represented by Mr. Milton Powell of Page Southerland Page Architects.

DISCUSSION:

Background. Greenhill School has been in Addison since 1960. Greenhill School was here before Addison had a zoning ordinance, but since zoning was adopted in 1956, Greenhill School has been zoned R-1 (Single Family). Since it is a school, it requires a Special Use Permit. The SUP has been amended several times to provide for revised development plans and additional uses. It was amended by Ordinance 085-033, Ordinance 087-043, Ordinance 091-064 (to add a Special Use Permit for a cell tower), Ordinance 091-064, and Ordinance 004-010.

When Greenhill last amended the Master plan in January of 2004, the neighbors to the north of the property attended the meeting and expressed concerns about the school that were not related specifically to the new plan, but more to operations and past problems between the neighbors and the school. The neighbors submitted a written protest against the request, but did not have the 20 percent required to force the item to a $\frac{3}{4}$ vote by the governing body.

Greenhill School is all one piece of property, but it abuts three separate neighborhoods. One neighborhood is the U-shaped streets of Lakecrest-Sherry-Lexus, the second is the U-shaped streets of Vintage, Old Town and Heritage, and the third is the Proton Town Homes on the south side of Juliard. After the petition was submitted, even though it did not contain 20 percent of the affected property owners, Greenhill School met with all three neighborhoods to hear their concerns, most of which related to the baseball fields on the west end of the site.

The staff is pleased to report that since 2004, the issues with Greenhill School and the neighbors have been resolved. Greenhill made several modifications to the baseball field immediately south of the homes on Sherry Lane. It extended the backstop netting down the third-base line and made the netting taller to stop fly balls from heading north. It also added landscaping between the baseball fields and the houses on Sherry Lane. It was leasing the fields to an adult baseball league, and it stopped doing that. It also worked to reduce the noise from loud speakers on the athletic fields. During the past few years, the staff has not received any complaints regarding noise or operations at Greenhill

Current Proposed Plans. At this point, Greenhill would like to amend the Master Plan again to include a Performing Arts and Assembly Center, relocated athletic fields, an athletic pavilion, and a remodel of the Greenhill dining facility.

Performing Arts and Assembly Center. The Performing Arts and Assembly Center will be approximately 30,000 square feet and will be located on the east end of the site, on ground that is currently taken up with two sports fields. The building actually has two fronts. It will have a lobby entrance and architectural features on the north side, adjacent to the parking lot, and a main lobby with entrances on the west side, facing into Founders Place and the heart of the campus.

The north side of the building will sit approximately 344 feet south of the north property line. The parking for the building will be on the north side, between the building and Hornet Road. The building will feature a 600-seat proscenium-stage theater with 452 seats on the ground floor and a 148-seat balcony. The building will also provide a 2,475 square feet studio theater space, dressing rooms, offices for staff, classrooms, a catering kitchen, a scene shop, and storage for scenery, costumes, and materials. The building will be 69 feet tall at its highest point, which is the fly space for the stage. It will be constructed out of a combination of plaster and brick veneers.

New Sports Fields. In order to accommodate the Performing Arts and Assembly Center, the two sports fields that exist on the site now will be moved to the southeast corner of the site. This property has always been owned by Greenhill, but in the 1980s, it was ground leased to Trammell Crow for the Greenhill Park office complex. Trammell Crow built the first phase of the project, which is the existing Greenhill Park office complex. However, there were to be two additional phases of the project that were never built. Trammell Crow eventually returned the land to Greenhill, and it has been

using it as a wildlife area and outdoor laboratory. At this time, the school needs to move the sports fields to this area to accommodate the new building.

The new fields will sit in the southeast corner of the site, at the corner of Midway Road and Spring Valley Drive. The staff initially had a concern about how the field netting would look from Midway Road. While it recognizes the school's need to have a protective netting to keep soccer balls from going out into Midway and Spring Valley, it did not want the corner to look like a golf driving range. In addition, the school would be removing several large trees that were located in the middle of the proposed sports fields.

Michael Kashuba, the Town's Landscape Architect, reviewed the proposed plans submitted by the school, and he has found that in all areas where the school will be removing landscaping, it will be putting back more landscaping than required. He has noted every area that will be impacted and noted the number of trees that will be taken out and the number that will be replaced. He also has some additional comments:

- The plans provided appear to meet the requirements set forth in the Town's Landscaping Regulations.
- The landscape buffer along Spring Valley should include a mixture of various shade trees instead of a monoculture of one type of tree
- The Lacebark Elm trees should be replaced with a different variety of shade tree due to the Cotton Root Rot that is found in many parts of Addison
- Decomposed granite in the swale plantings should not be installed on slopes greater than 2% due to wash-out
- The plan should ensure that turf replacement covers all areas disturbed by construction (vegetative swale on P-AS 101 versus P-L 201)
- The plans should label the contours on the south side of the PAAC building and identified as a landscape berm (P-AS 101).

With regard to the netting adjacent to Midway Road and Spring Valley, the staff believes that the school is proposing a reasonable solution for both the Midway Road and Spring Valley Road sides. On Midway Road, it is planning to install 17 Live Oak trees immediately back of curb against Midway Road. Behind those trees, it will install 77 dwarf wax myrtles and 62 autumn sage plants to provide additional screening to the netting that will be installed approximately 25 feet from the back of the Midway Road curb. The proposed Live Oaks may not provide total screening upon installation, but in a couple of years, they will provide an evergreen screen that will hide the netting from Midway Road.

On the Spring Valley Road side, the school is planning to provide a combination of Red Bud trees, Cedar Elms, and Desert Willows. The netting on the Spring Valley Road side will be set back approximately 80 feet from the back of the Spring Valley curb. The staff believes the landscaping provided will adequately screen the netting from Spring Valley Road.

Pavilion. The school is also proposing to add a triangular-shaped pavilion to provide two locker rooms, two restrooms, athletic offices, and equipment storage to the support the sports fields. The pavilion is approximately 2,500 square feet, and will be constructed of cut-faced concrete masonry units with a standing-seam metal roof.

Greenhill Dining Hall. The plans also call for some renovations to the dining hall, though the existing footprint of the building will not be expanded. The building will include the addition of new restrooms, a new concession stand, and replacements of existing windows and doors. There will not be any changes to the exterior of the building.

Fire Code The school has always been willing to do innovative things to provide fire access to their buildings, yet not disrupt the flow of their campus. They are proposing grass pavers for the fire lane, which they have used before in other situations. Michel Mitchell in the Fire Department is fine with the grass pavers, but does need specification sheets on the pavers proposed so that the Town can be sure they will support the weight of the Fire Department equipment. In addition, the school must provide the Town with a letter from a registered Engineer certifying that the pavers are suitable for use as a fire lane.

Engineering. The engineering plans have been reviewed by the staff, and there is additional information that will need to be provided prior to permit. The school should confirm that the proposed rain gardens/bioswales will act as stormwater detention and that there is sufficient capacity as required by the Addison Stormwater Manual.

In addition, the sports fields are still platted in with the Greenhill Park office plat. The school site should be replatted to include this area back in with the school property. That plat can be process prior to the issuance of a building permit for the Performing Arts and Assembly Center.

RECOMMENDATION:

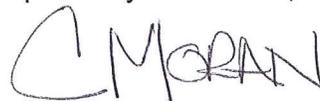
The Performing Arts and Assembly Center looks like it will be a great addition to an already excellent school. In addition, the staff believes that the proposed improvements will not have any adverse impact on the adjacent neighborhoods to the north of this property.

Staff recommends approval subject to the following conditions:

- The landscaping plans should be revised to include the following items:
 1. The landscape buffer along Spring Valley should include a mixture of various shade trees instead of a monoculture of one type of tree

2. The Lacebark Elm trees should be replaced with a different variety of shade tree due to the Cotton Root Rot that is found in many parts of Addison
 3. Decomposed granite in the swale plantings should not be installed on slopes greater than 2% due to wash-out
 4. The plan should ensure that turf replacement covers all areas disturbed by construction (vegetative swale on P-AS 101 versus P-L 201)
 5. The plans should label the contours on the south side of the PAAC building and identified as a landscape berm (P-AS 101).
- The applicant shall provide specification sheets on the pavers proposed so that the Town can be sure they will support the weight of the Fire Department equipment. In addition, the school must provide the Town with a letter from a registered Engineer certifying that the pavers are suitable for use as a fire lane.
 - The applicant shall provide the Town's Engineering staff with information proving that the proposed rain gardens/bioswales will act as stormwater detention and that there is sufficient capacity as required by the Addison Stormwater Manual.
 - The school site shall be replatted to include the sports fields at the southeast corner back in with the school property prior to the issuance of a building permit for the Performing Arts and Assembly Center.

Respectfully submitted,

A handwritten signature in black ink that reads "C MORAN". The signature is written in a cursive, slightly stylized font.

Carmen Moran
Director of Development Services

Case 1679-SUP/Greenhill School
November 22, 2013

COMMISSION FINDINGS:

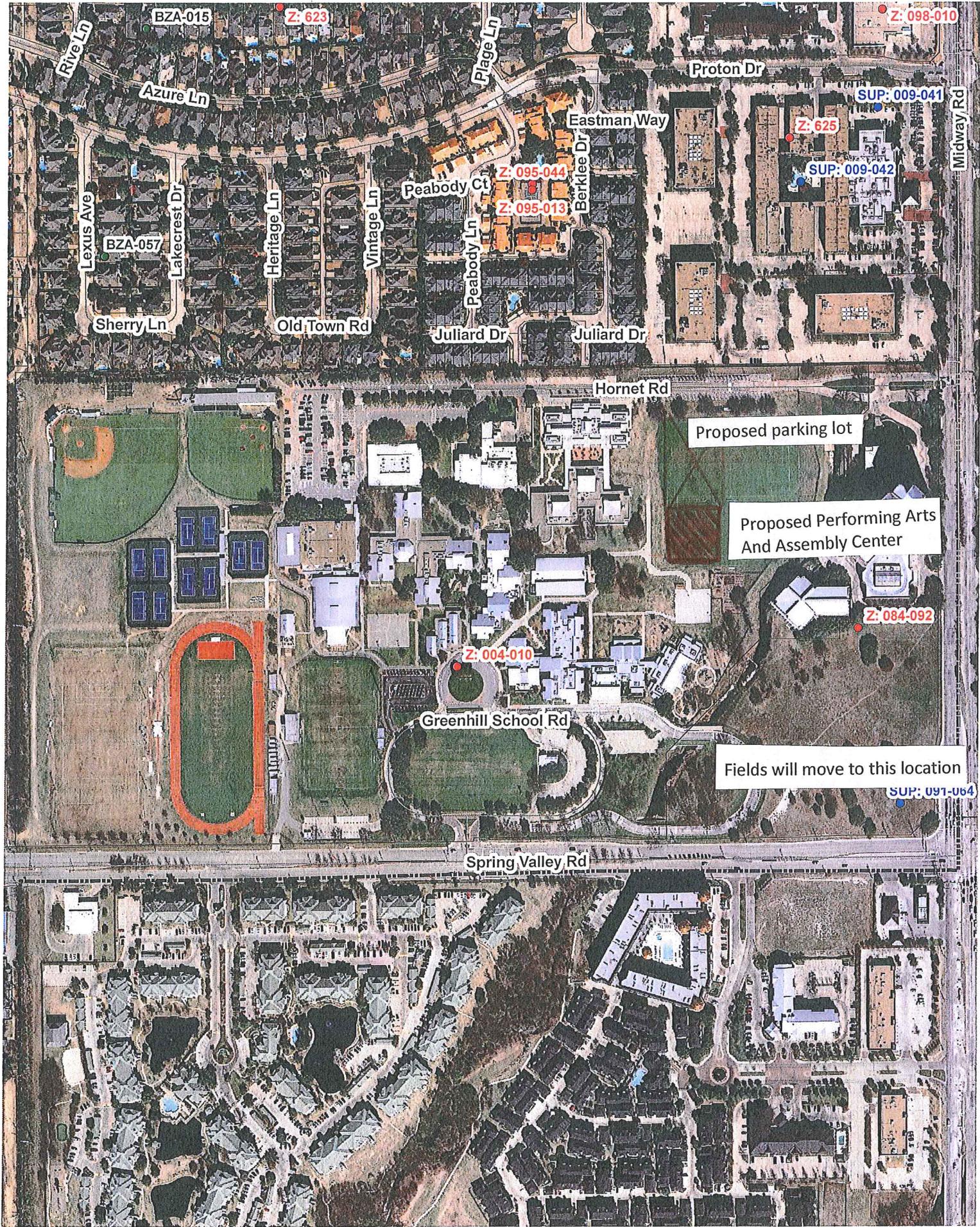
The Addison Planning and Zoning Commission, meeting in regular session on November 21, 2013, voted to recommend approval of an ordinance changing the zoning on property located at 4141 Spring Valley Road, located in a Residential-1 (R01) district by approving for that property an amendment to an existing Special use Permit for a private school, on application, subject to the following conditions:

- The landscaping plans should be revised to include the following items:
 1. The landscape buffer along Spring Valley should include a mixture of various shade trees instead of a monoculture of one type of tree
 2. The Lacebark Elm trees should be replaced with a different variety of shade tree due to the Cotton Root Rot that is found in many parts of Addison
 3. Decomposed granite in the swale plantings should not be installed on slopes greater than 2% due to wash-out
 4. The plan should ensure that turf replacement covers all areas disturbed by construction (vegetative swale on P-AS 101 versus P-L 201)
 5. The plans should label the contours on the south side of the PAAC building and identified as a landscape berm (P-AS 101).
- The applicant shall provide specification sheets on the pavers proposed so that the Town can be sure they will support the weight of the Fire Department equipment. In addition, the school must provide the Town with a letter from a registered Engineer certifying that the pavers are suitable for use as a fire lane.
- The applicant shall provide the Town's Engineering staff with information proving that the proposed rain gardens/bioswales will act as stormwater detention and that there is sufficient capacity as required by the Addison Stormwater Manual.
- The school site shall be replatted to include the sports fields at the southeast corner back in with the school property prior to the issuance of a building permit for the Performing Arts and Assembly Center.

Voting Aye: Doherty, Groce, Hewitt, Hughes, Oliver, Stockard, Wheeler

Voting Nay: none

Absent: none



BZA-015

Z: 623

Z: 098-010

Rive Ln

Azure Ln

Flage Ln

Proton Dr

Midway Rd

Lexus Ave

BZA-057

Lakecrest Dr

Heritage Ln

Vintage Ln

Peabody Ct

Peabody Ln

Eastman Way

Berklee Dr

Z: 625

SUP: 009-042

SUP: 009-041

Sherry Ln

Old Town Rd

Juliard Dr

Juliard Dr

Hornet Rd

Proposed parking lot

Proposed Performing Arts And Assembly Center

Z: 004-010

Z: 084-092

Greenhill School Rd

Fields will move to this location

SUP: 091-064

Spring Valley Rd

TOWNHOMES
BEHIND HERE

MIDWAY TERRACES OFFICE COMPLEX

Greenhill School Performing Arts and Assembly Center
1111
Adkins, TX 75071

ARCHITECTURE DESIGN
Washburn/1
1000 Park Street, 10th Fl
New York, NY 10018
212.760.0002

CONSULTANT TEAM

ASSOCIATE ARCHITECT AND MURPHY
Page Schuchman/ Page
1000 Park Street, Suite 120
New York, NY 10018
212.622.3900

STRUCTURAL ENGINEERS
Macomber Kimerer & Associates
1000 Park Street, Suite 120
New York, NY 10018
202.251.1200

THEATER PLANNING
New York University
22 W. 8th Street, 6th Floor
New York, NY 10011
212.691.3000

ACoustICAL / AUDIO-VISUAL
1000 Park Street
11-A Washington Street
New York, NY 10018
212.691.3000

1000 Park Street
11-A Washington Street
New York, NY 10018
212.691.3000

CIVIL LANDSCAPE
Pacheco Koch
1000 Park Street, Suite 100
New York, NY 10018
972.232.3031

TELECOMMUNICATIONS / IT
Dixon Design Group
1000 Park Street, Suite 100
New York, NY 10018
516.470.0001

COST ESTIMATOR
1000 Park Street, Suite 100
New York, NY 10018
972.232.3031

CORE CONSULTANT
1000 Park Street, Suite 100
New York, NY 10018
972.232.3031

FOOD SERVICE
James K. Davis Consulting
1000 Park Street, Suite 100
New York, NY 10018
212.202.2422

ALL DIMENSIONS AND FOOTING CONSTRUCTION SHALL BE PROCEEDED WITH THE WORK PROCEEDING WITH THE WORK.

SCALE: DATE: REVISIONS:

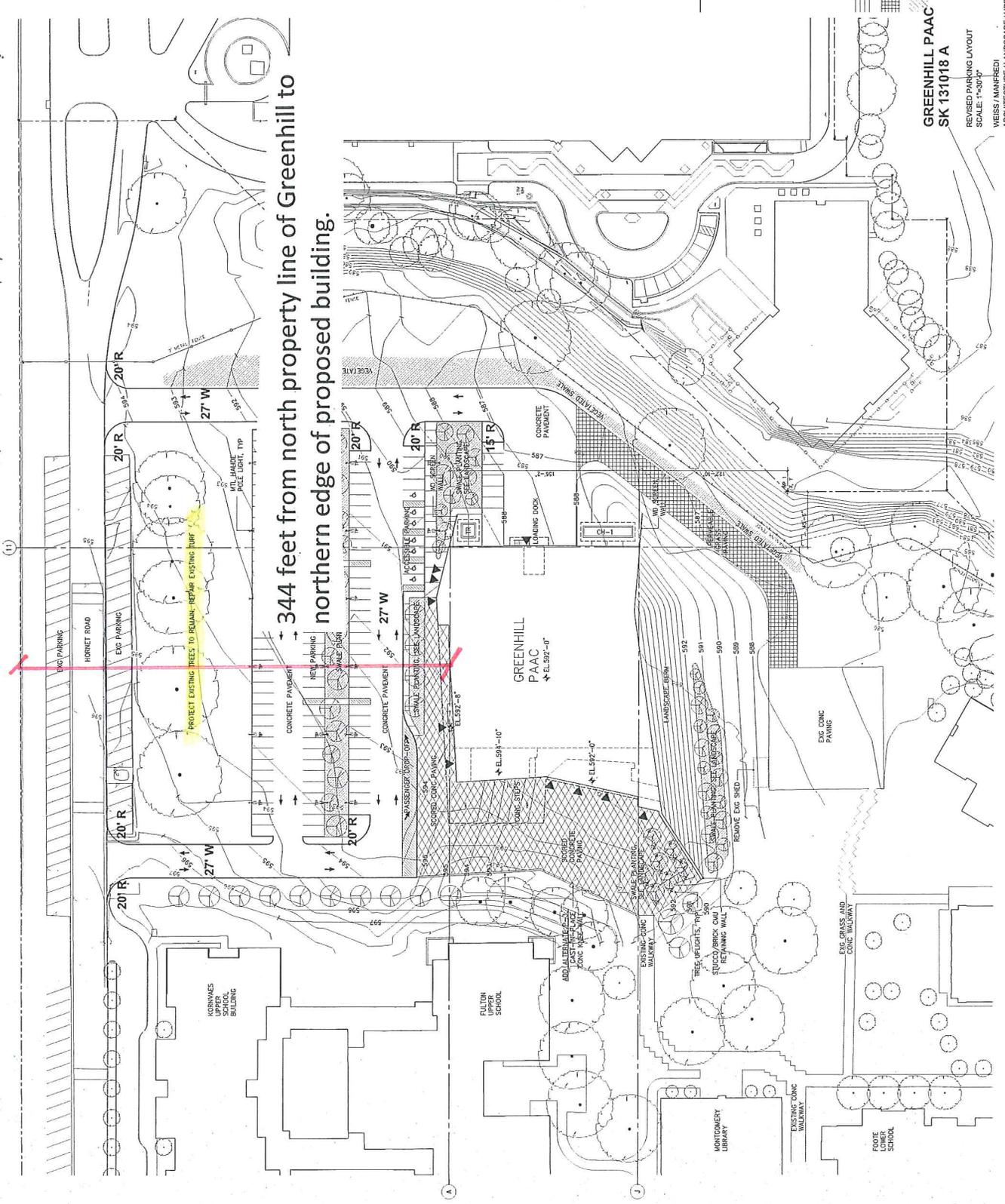
DRAWING TITLE
ARCHITECTURAL SITE PLAN

DRAWN: SCALE: 1" = 30'-0"

CHECKED: DATE: OCTOBER 18, 2013

DESIGNED BY: **P-AS101**

DOCUMENT: 75% DESIGN DEVELOPMENT



344 feet from north property line of Greenhill to northern edge of proposed building.

GREENHILL PAAC SK 131018 A

REVISED PARKING LAYOUT
SCALE: 1"=30'-0"

WESS, MANFREDI
ARCHITECTURE / LANDSCAPE / URBANISM
200 HUDSON STREET 10TH FLOOR NEW YORK NY 10013
T: 212 760 9002 F: 212 760 9003

Greenhill School Performing Arts and Assembly Center
 100 Main Street, Suite 123
 Austin, TX 78701

ARCHITECTURE DESIGN
 Wilson Architects
 200 Main Street, 10th Fl
 Austin, TX 78701
 212.263.8022

CONSULTANT TEAM
ASSOCIATE ARCHITECT AND INTERIOR DESIGNER
 Page Saunders' Page
 100 Main Street, Suite 123
 Austin, TX 78701
 214.523.3300

STRUCTURAL ENGINEERS
 Magness Democratic Associates
 1000 West 10th Street
 South, WA 98104-2008
 206.292.1200

THEATER PLANNING
 Theater Design Associates
 200 Main Street, Suite 100
 New York, NY 10011
 212.691.3200

ACOUSTICAL / AUDIO-VISUAL
 Acoustical Systems
 114-A Washington Street
 Newark, NJ 07102
 201.226.1111

LIGHTING
 Lighting Design Associates
 42 North Street, Suite 703
 New York, NY 10013
 212.252.7100

GENERAL LANDSCAPE
 Pezanos Inc
 8500 N Central Expressway, Suite 1000
 Dallas, TX 75247
 972.253.3231

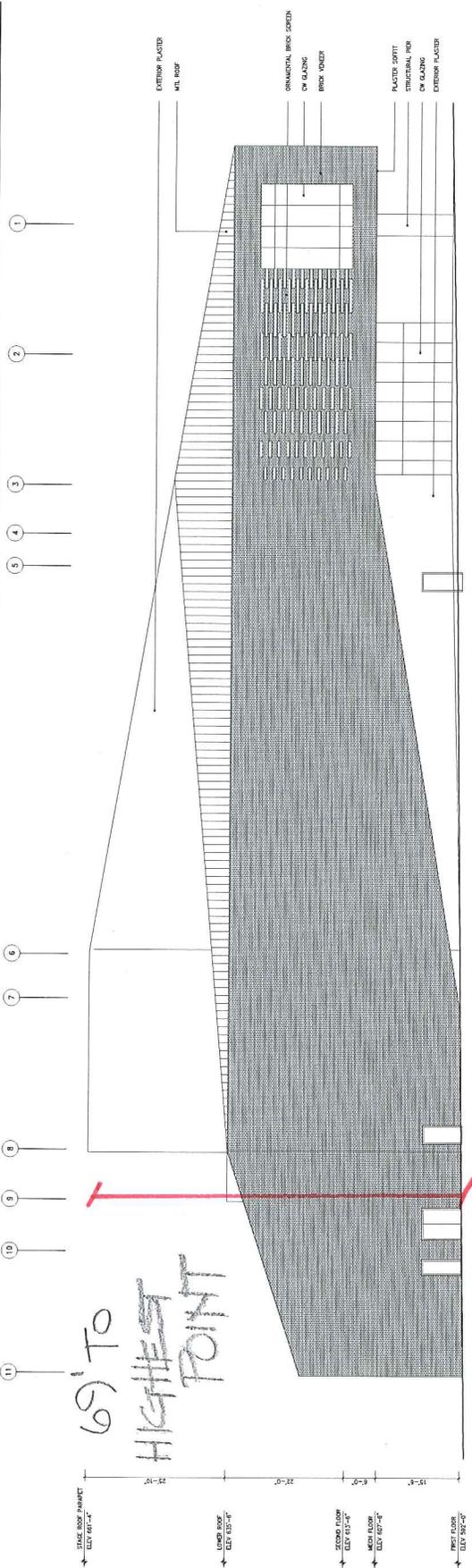
TELECOMMUNICATIONS / IT
 Datacom Design Group
 1000 West 10th Street
 Austin, TX 78701
 512.478.8201

COST ESTIMATOR
 Victor E. Corino Dns
 Tampa, FL 33624
 813.863.1844

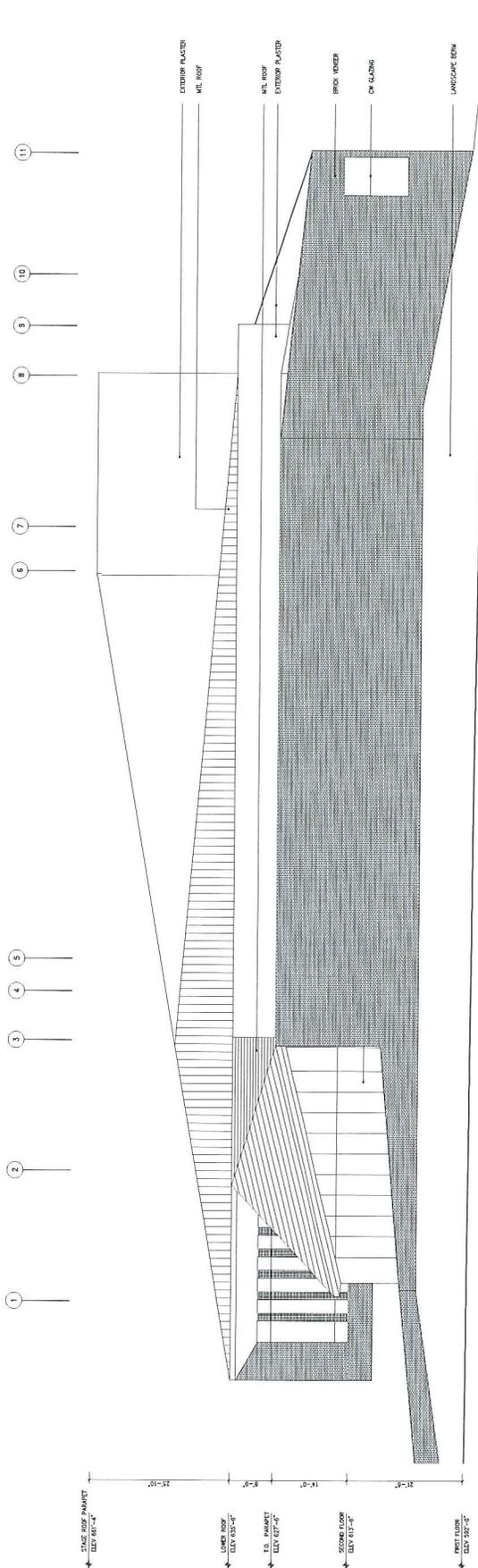
CODE CONSULTANT
 International Engineering, PC
 215 West 40th Street, 15th Floor
 New York, NY 10018
 212.212.8286

FOOD SERVICE
 Food Service Consulting
 190 1st Avenue, Suite 358
 New York, NY 10002
 212.263.4262

ALL DIMENSIONS AND FINISHES SHOWN SHALL BE CHECKED AND VERIFIED BY THE CONTRACTOR AND/OR ARCHITECT.
 ISSUE DATE: REVISIONS



2 NORTH ELEVATION
 SCALE 1/8" = 1'-0"



1 SOUTH ELEVATION
 SCALE 1/8" = 1'-0"

ARRIVAL VIEW

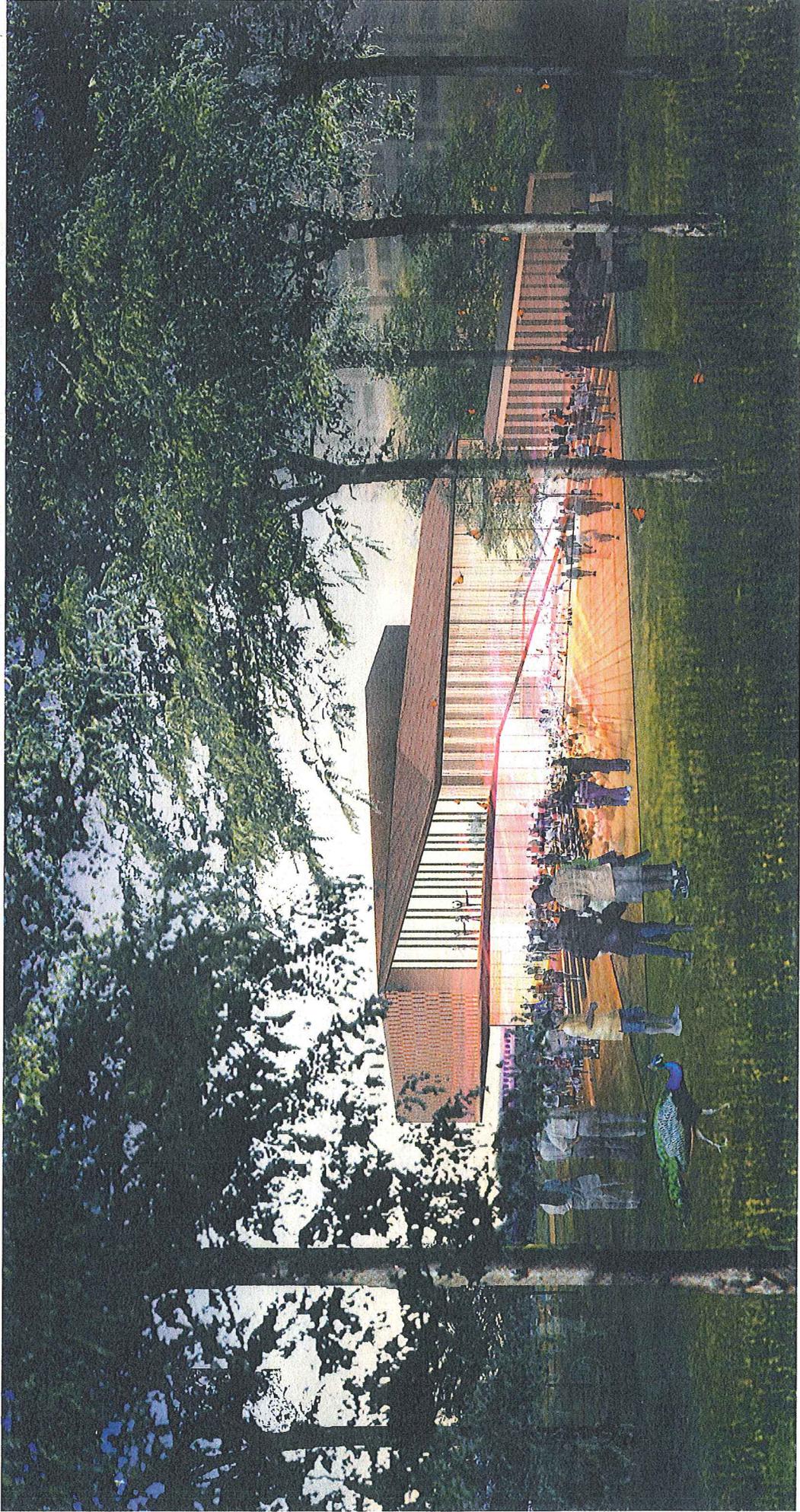


GREENHILL SCHOOL PERFORMING ARTS & ASSEMBLY CENTER 21 SEPTEMBER 2013

WEISS / MANFREDI

North Elevation

VIEW FROM FOUNDER'S PLACE



West Elevation

GREENHILL SCHOOL PERFORMING ARTS & ASSEMBLY CENTER 21 SEPTEMBER 2013

WEISS / MANFREDI



WE'RE GLAD YOU'RE HERE

Landscape Site Plan Review

October 25th, 2013

Landscape Site Plan Review for 4141 Spring Valley Road, Addison, Texas (Green Hill)

Soccer Fields

- Street frontage on Midway Road (543 LF)
 - o Trees
 - 19 required Trees
 - 20 proposed Trees (3 Existing, 17 New)
 - o Shrubs
 - 183 required Shrubs
 - 161 proposed shrubs

- Street frontage on Spring Valley Road (415 LF)
 - o Trees
 - 14 required Trees
 - 15 proposed Trees (1 Existing, 14 New)
 - o Shrubs
 - Not required per meeting DRC meeting dated 10-08-2013

- Parking Area Landscaping
 - o Total Parking Area (24,892 SF)
 - 8% Interior Landscaping required
 - 17% Interior Landscaping proposed

 - o Parking Area Trees
 - 4 required
 - 4 proposed

 - o Parking Lot Perimeter Screening (249 LF)
 - Trees
 - 7 required
 - 7 proposed
 - Shrubs
 - 83 required
 - 83 provided

Performing Arts and Assembly Center

- Parking Area Landscaping
 - o Total Parking Area (79,380 SF)
 - 8% Interior Landscaping required
 - 16% Interior Landscaping proposed

 - o Parking Area Trees
 - 14 required
 - 16 proposed

- Parking Lot Perimeter Screening (364 LF)
 - Trees
 - 11 required
 - 14 proposed (6 existing, 8 proposed)
 - Shrubs
 - 122 required
 - 165 provided

Tree Mitigation

- Soccer Fields
 - 40 Caliper Inches removed
 - 201 Caliper Inches proposed*
- Performing Arts and Assembly Center
 - 403 Caliper Inches removed
 - 247 Caliper Inches proposed*
- Total
 - 443 Caliper Inches removed
 - 448 Caliper Inches proposed*

*Totals include ornamental trees.

Additional Comments

- The plans provided appear to meet the requirements set forth in the Town's Landscaping Regulations.
- The landscape buffer along Spring Valley should include a mixture of various shade trees instead of a monoculture.
- The Lacebark Elms need to be replaced with a different variety of shade tree due to the presence of Cotton Root Rot in Addison.
- Decomposed granite in swale plantings should not be installed on slopes greater than 2% due to wash-out
- Ensure turf replacement covers all areas disturbed by construction (vegetative swale on P-AS101 versus P-L 201)
- Label contours on the south side on Green Hill PAAC identified as landscape berm (P-AS101).

Carmen Moran

From: Jenny Prazak [JPRAZAK@cobbfendley.com]
Sent: Monday, November 04, 2013 11:31 AM
To: Carmen Moran
Subject: FW: DRC submittals - engineering comments

My comments for the 4 current DRC are as follows (these are just for the zoning docs for DRC, not the engineering submittals we also have):

Home 2 Suites:

- Please confirm that any future water/sewer/drainage connections that need to be made for the construction of the Home 2 Suites will be made with the proposed parking lot addition currently under engineering review.

Greenhill School:

- Please confirm that the proposed rain gardens/bioswales will act as stormwater detention and that there is sufficient capacity as required by the Addison Stormwater Manual.

Gloria's Restaurant:

- No engineering comments at this time.

Body Guard Sports:

- No engineering comments at this time.

Jenny Prazak, P.E.
jprazak@cobbfendley.com

Cobb, Fendley & Associates, Inc.
TBPE Firm Registration No.274 | TBPLS Firm Registration No. 100467
6801 Gaylord Parkway, Suite 302 | Frisco, TX 75034
Phone: 972.335.3214 | Fax: 972.335.3202 | www.cobbfendley.com

This e-mail and any files or attachments transmitted with it contain Information that is confidential and privileged. This document may contain Protected Health Information (PHI) or other information that is intended only for the use of the individual(s) and entity(ies) to whom it is addressed. If you are the intended recipient, further disclosures are prohibited without proper authorization. If you are not the intended recipient, any disclosure, copying, printing, or use of this information is strictly prohibited and possibly a violation of federal or state law and regulations. If you have received this information in error, please delete it and notify Hamid Khalehipour at 972-450-2868 immediately. Thank you.

Comments from Michel Mitchell, Fire Department

4949 Beltline, Body Guard Sports
Need an EXIT corridor in the rear of the building.

4141 Spring Valley, Greenhill School
Need specification sheets on the grass pavers that they are wanting to use for a fire lane. Also, will need an Engineer to sign off on the use of these grass pavers for a fire lane.

4901 Belt line Road Home 2
The automatic fire sprinkler system needs to be a NFPA 13 system.

Land Use Analysis

Attributes of Success Matrix

4141 Spring Valley Road

| Attribute | Comment | Score |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| Competitive | Certainly the Greenhill School is competitive with other private schools in the area. It has excellent facilities | |
| Safe | The Greenhill School campus is safe | |
| Functional | The Campus is functional at present, but would like to enhance its facilities. | |
| Visually Appealing | The proposed building is a beautiful facility and will provide a wonderful addition to the campus. The athletic pavilion and enhanced sports fields will also enhance the campus. | |
| Supported with Amenities | This is a private school site that is fenced along the entire perimeter, so it does not interact with the neighborhood, but there are amenities in the area that are available to students and parents. | |
| Environmentally Responsible | Greenhill has taken great effort to make sure the new building does not to storm water runoff in excess of what is being contributed for the existing site. | |
| Walkable | The Greenhill School is a special situation in while it is walkable within the campus, it is not easily entered from outside the property. Most private schools share this condition, so this attribute does not really apply to this site. | |
| Overall Assessment | The proposed Performing Arts and Assembly Center will be a wonderful addition to this campus, and will not impact the adjacent neighborhoods to the north. In addition the landscaping provided on the Midway and Spring Valley Road sides will improve the appearance of the campus from the street. | |

Combined Meeting

R11

Meeting Date: 12/10/2013

Council Goals: Mindful stewardship of Town Resources.
Infrastructure improvement and maintenance
Implement bond propositions

AGENDA CAPTION:

Presentation, discussion, and consideration of approval of amendment number 6 to the Program/Project Management Professional Services agreement between the Town of Addison and R.H. Shackelford, Inc. in the amount not to exceed \$402,870.74.

FINANCIAL IMPACT:

Funding for the Project Design Phases for the Town's 2012 Bond Program, CIP and other miscellaneous projects are allocated to the Town's Capital Projects and Bond Budgets.

Funding for the implementation of the Infrastructure Operations and Services (IOS) Department operations and maintenance program is allocated in the FY14 IOS operations budget.

BACKGROUND:

In November 2010, the Town selected R. H. Shackelford, Inc., (RHSI) from a list of 11 firms who responded to the Town's request for qualifications (RFQ) to provide Program/Project Management Professional Services on an as-needed basis for current and future projects. Since their selection, RHSI has assisted the Town on a number of projects including Belt Line, Spring Valley, Redding Trail, and some of the Vitruvian Park projects. In addition, RHSI also conducted a thorough review of the IOS Department operations and provided a number of recommendations based on that review.

The proposed amendment will provide continued assistance with the implementation of the Town's Bond program including the development of an RFQ for consultant selection, consultant contract negotiations, and design phase management for the proposed 2012 bond projects.

In addition the amendment also covers project management and engineering services in connection with various infrastructure evaluations and master plans,

such as the sanitary sewer condition assessment, the water/wastewater system master plan, the stormwater capital improvement projects, and the improvements to the Celestial and Surveyor water pumps stations and the Kellway lift station. Also, RHSI will provide engineering oversight on the street maintenance contract so that the department's assistant director can qualify for his Professional Engineer license. We are in the final installation stages and initial implementation stage of the work order system. Since they are familiar with the system, RHSI will provide assistance to staff until it is fully operational.

The amendment covers all services through September 30, 2014. Monthly invoices will only be for those hours authorized and rendered.

RECOMMENDATION:

Administration recommends approval.

Attachments

Amd #6 Cover Letter and Task List



R. H. Shackelford, Inc.

November 22, 2013

Lisa Pyles
Director of Infrastructure Operations and Services
Town of Addison
P.O. Box 9010, Addison TX 75001

Subj: AMEND NO 6

Dear Ms. Pyles,

RHSI is pleased to submit this proposal for Amendment No. 6 for construction management and engineering services described in the attached Task List and Fee Breakdown to support the Town's major projects and programs listed below:

| | | | |
|----------------------------|-------------------------------------------------------------------|--------------------|---------------------|
| Beltline Road Improvements | | | \$173,047 |
| Vitruvian Park Next Phase | | | \$96,535 |
| Vitruvian Alpha Road | | | \$58,667 |
| WWTR Mgt/CIP | | | \$55,934 |
| Wtr CIP | | | \$19,176 |
| Stormwater CIP | | | \$19,176 |
| Pump Sta IDIQ | | | \$7,839.12 |
| Work Order Mgt/CMMS | | | \$21,122.20 |
| Street Maint Program | | | \$19,710.52 |
| | <i>Amend 5 Remaining Funds</i> | <i>IOS O&M</i> | <i>-\$15,858.00</i> |
| | | <i>CIP</i> | <i>-\$52,478.00</i> |
| | Amend 6 Proposed Fee (offset with Amend 5 remaining funds) | | \$402,870.74 |

The proposed performance period is through September 2014. Monthly invoices will be for only those hours authorized and rendered.

Please contact the undersigned by email or phone if there are any questions; jshoemaker@rhsitx.com, 361.675.0964. We are prepared to meet and review this proposal at your earliest convenience if necessary.

Sincerely,

Jerry J. Shoemaker, P.E
President/ CEO

cc: File



R. H. Shackelford, Inc.

TASK LIST

The following task list is included in the proposed scope and fee \$402,871:

- **Beltline Rd** – Construction management services with full time inspection of the pending construction contract.
- **Vitruvian Park Next Phase** – Construction management services for the design and construction phases with part-time inspection services.
- **Vitruvian Alpha Rd** – Construction management services for the design and construction phases with part-time inspection services.
- **WWTR Management & Capital Improvement Plan (CIP)** – Construction management and engineering services for the design and construction phases with as-needed inspection services. Services include oversight, coordination and evaluations of LNV investigations, analysis and recommendations for the WWTR System.
- **Water and Stormwater CIP Program(s)** – Construction management and engineering services for the design and construction phases with as-needed inspection services. Services include development, oversight, coordination and evaluations of the Engineering Firm investigations, analysis and recommendations for the water and stormwater systems.
- **Pump Station** – Engineering and construction management support for the water pump station(s) and wastewater lift station lifecycle maintenance program to implement the Maintenance Action Plan to improve operations, reliability, and accountability of the systems.
- **Street Maintenance Program** – Engineering and construction management support for the continued implementation of the street network lifecycle maintenance program and engineering for the construction contract for minor repairs to street pavements, curb & gutter, pavers, lane markings with associated adjustments to wastewater and stormwater manholes, and water valve boxes.
- **Work Order Management/CMMS** – Continued implementation of a Work Management System and transition to a Computerized Maintenance Management System (CMMS) to better document and improve labor, material and equipment accountability of the O&M programs.

Combined Meeting

R12

Meeting Date: 12/10/2013

Council Goals: N/A

AGENDA CAPTION:

Discussion, review, and consideration of action regarding attendance by members of the City Council at City Council meetings.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

There is no administrative recommendation for this item.

Combined Meeting

ES1

Meeting Date: 12/10/2013

Council Goals: Attract new businesses to Addison

AGENDA CAPTION:

Closed (executive) session of the Addison City Council, pursuant to Section 551.072, Texas Government Code, to deliberate the lease or value of certain real property within the Town located in that area generally known as Office in the Park.

FINANCIAL IMPACT:

N/A

BACKGROUND:

N/A

RECOMMENDATION:

There is no administrative recommendation for this item.

Combined Meeting

R13

Meeting Date: 12/10/2013

Council Goals: Maintain and enhance our unique culture of creativity and innovation.

Attract new businesses to Addison
Brand Protection and Enhancement

AGENDA CAPTION:

Presentation, discussion, and consideration of any action regarding authorizing the City Manager to negotiate for the Town, as tenant, a lease of office space described as Suite 200, 14681 Midway Road (within the development generally known as Office in the Park), comprised of approximately 14,800 rentable square feet and owned by 14671-14683 Midway Road LP.

FINANCIAL IMPACT:

\$197,976 which may be offset by revenues generated by the Dallas Entrepreneur Center (DEC).

BACKGROUND:

An important strategy addressed in the 2010 Economic Development Strategic Plan is an emphasis to attract and support small, fast-growing entrepreneurial firms. The document, which has served as the Economic Development Department's guiding plan for a successful program, mentions that fostering entrepreneurship is important for multiple reasons. In general, according to the plan, small businesses are responsible for a significant portion of jobs created. Local businesses that have matured in a community often have much stronger ties to the region and require less effort to retain. Entrepreneurial enterprises add to those elements: they contribute to economic vitality through their creativity and innovation. In other words, they create a center of gravity for talent and capital essential for a community to be economically competitive.

In May 2013, City Council authorized the City Manager to negotiate and execute a lease with the landlord of Office in the Park on Midway Road for 3,478 square feet to house the Town's Economic Development Department along with the business startups emanating from Baylor University's Accelerated Ventures Program. This was the first attempt to address the strategy highlighted in the Town's Economic Development Strategic Plan. Funding for Accelerated Ventures Program was approved by City Council in September 2013. Since our initial agreement with Baylor, an opportunity to work with the DEC began to flourish.

This meant an opportunity to work with a reputable organization in the development of a satellite business incubator that would not only leapfrog the Town's chances to attract more entrepreneurs to Addison, but that would also generate qualitative and essential educational programs for the local entrepreneurial ecosystem on a broader scale.

Negotiating an agreement will help formalize this collaborative endeavor between the Town and the DEC to help address a very important strategy highlighted in the Town's 2010 Economic Development Strategic Plan to ensure that future economic prosperity and economic competitiveness is met for the Town of Addison.

RECOMMENDATION:

Administration recommends approval.
