



PLANNING AND ZONING COMMISSION AGENDA

Planning and Zoning Commission Public Hearing
Tuesday, March 21, 2017
6:00 p.m.
Council Chambers, Addison Town Hall
5300 Belt Line Road, Dallas, Texas 75254

Pledge of Allegiance

1. Discuss and take action regarding approval of the minutes of the January 17, 2017 Planning and Zoning Commission meeting.
2. REPLAT/Westgrove and Airborn Lots 2R and 3, Block A. Present, discuss, and take action on a replat of two lots totaling 2.011 acres located generally at the southeast corner of Westgrove Drive and Sojourn Drive.
3. **PUBLIC HEARING** Case 1754-Z/Town of Addison. Public hearing, discuss, and take action on a recommendation to amend the Comprehensive Land Use Plan in order to adopt the findings of the Inwood Road Special Area Study.
4. Discuss and take action regarding approval of the 2016 Annual Planning and Zoning Commission Report to the City Council.

NOTE: The Planning & Zoning Commission reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including §551.071 (private consultation with the attorney for the City). Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

Adjourn Meeting

Posted:

Charles Goff, 3/17/2017, by 11:00am

**THE TOWN OF ADDISON IS ACCESSIBLE TO PERSONS WITH DISABILITIES.
PLEASE CALL (972) 450-7017 AT LEAST
48 HOURS IN ADVANCE IF YOU NEED ASSISTANCE.**

Planning & Zoning Commission

Meeting Date: 03/21/2017

Agenda Caption:

Discuss and take action regarding approval of the minutes of the January 17, 2017 Planning and Zoning Commission meeting.

Attachments

01-17-17 Minutes



**OFFICIAL ACTIONS OF THE ADDISON
PLANNING AND ZONING COMMISSION**

January 17, 2017

6:00 P.M. – Council Chambers

Addison Town Hall, 5300 Belt Line Road Dallas, TX 75254

Present: Tom Braun, Stacey Griggs, John Meleky, Debra Morgan, Jim Robinson,
Tom Schaeffer, Kathryn Wheeler

Absent: none

Commissioner Morgan called the meeting to order at 6:00pm.

1. Presentation and discussion to welcome Commissioners Braun, Meleky and Wheeler to the Planning and Zoning Commission.

Mayor Todd Meier spoke regarding this item.

2. Discuss and take action regarding the selection of a Chair and Vice-Chair for the Planning and Zoning Commission.

Commissioner Schaeffer moved nominate Debra Morgan as Chair of the Planning and Zoning Commission. Commissioner Braun seconded the motion.

Voting Aye: Braun, Griggs, Meleky, Morgan, Robinson, Schaeffer, Wheeler

Voting Nay: none

Motion passed.

Commissioner Griggs moved to nominate Kathryn Wheeler as Vice-Chair for the Planning and Zoning Commission. Chair Morgan seconded the motion.

Voting Aye: Braun, Griggs, Meleky, Morgan, Robinson, Schaeffer, Wheeler

Voting Nay: none

Motion passed.

3. Discuss and take action regarding approval of the minutes of the December 19, 2016 Planning and Zoning Commission meeting.

Commissioner Schaeffer moved to approve the minutes of the December 19, 2016 meeting with no corrections. Commissioner Wheeler seconded the motion.

Voting Aye: Braun, Griggs, Meleky, Morgan, Robinson, Schaeffer, Wheeler
Voting Nay: none

Motion passed.

4. **PUBLIC HEARING** Case 1751-Z/Belt Line Square. Public hearing, discussion, and take action on a recommendation regarding an ordinance changing the zoning on property located at 4021 Belt Line Road from LR, Local Retail, to PD, Planned Development District, allowing all Local Retail uses plus medical and dental offices and establishing modified development standards.

Charles Goff, Assistant Director of Development Services and Planning, presented the staff report and answered questions from the Commission.

The applicant, Trey Hodge, presented and answered questions from the Commission.

Chair Morgan opened the meeting as a public hearing.

SPEAKERS AT THE PUBLIC HEARING: none

Chair Morgan closed the public hearing.

Commissioner Griggs moved to recommend approval of an ordinance rezoning the property located at 4021 Belt Line Road from, LR, Local Retail, to PD, Planned Development, allowing all local retail uses plus medical and dental offices and establishing modified development standards, subject to the following condition:

- There shall be no 24 hour medical uses.

Commissioner Wheeler seconded the motion.

Voting Aye: Braun, Griggs, Meleky, Morgan, Robinson, Schaeffer, Wheeler
Voting Nay: none

Motion passed.

5. **PUBLIC HEARING** Case 1752-Z/Fourteen555 Dallas Parkway. Public hearing, discussion, and take action on a recommendation regarding an ordinance changing the zoning on property located at 14345 Dallas Parkway by amending Planned Development District Number O16-028 by revising the development standards relating to building height and approving development plans for an office development.

Charles Goff, Assistant Director of Development Services and Planning, presented the staff report and answered questions from the Commission.

The applicant, Mark Godfrey, presented and answered questions from the Commission.

Chair Morgan opened the meeting as a public hearing.

SPEAKERS AT THE PUBLIC HEARING: none

Chair Morgan closed the public hearing.

Commissioner Braun moved to recommend approval of an ordinance rezoning the property located at 14345 Dallas Parkway by amending Planned Development District Number O16-028 by revising the development standards relating to building height and approving development plans for an office development, subject to no conditions.

Commissioner Wheeler seconded the motion.

Voting Aye: Braun, Griggs, Meleky, Morgan, Robinson, Schaeffer, Wheeler
Voting Nay: none

Motion passed.

- 6. PUBLIC HEARING** Case 1753-Z/AMLI Addison. Public hearing, discussion, and take action on a recommendation regarding an ordinance rezoning the 5 acre property located at 5015 Spectrum Drive, from C-1 (Commercial-1) to a PD (Planned Development) District, in order to provide a maximum of 349 multi-family residential units and approximately 5,500 square feet of future retail space, and approving related development plans.

Charles Goff, Assistant Director of Development Services and Planning, presented the staff report and answered questions from the Commission.

The applicant, Taylor Bowen, presented and answered questions from the Commission.

Chair Morgan opened the meeting as a public hearing.

SPEAKERS AT THE PUBLIC HEARING:

For: Jason Simon, Apartment Association of Greater Dallas, 5729 LBJ
Frwy
Phil Griggs, 14596 Poe Court

On: Jonathan Clarke, 14900 Landmark Blvd #100
none
Against: Mary Carpenter, 4006 Winter Park Lane
Karen Gasset, 4010 Winter Park Lane
Randy Smith, 14933 Havenshire Place

POSITION OF THOSE PRESENT BUT NOT SPEAKING AT THE PUBLIC HEARING:

For: Nicholas Dodd, Restaurants of Addison, 14350 Dallas Parkway #2042
Louise Lehrmann, 14592 Poe Court
On: none
Against: none

Chair Morgan closed the public hearing.

Commissioner Schaeffer moved to recommend that Case 1753-Z/AMLI Addison be tabled until the February 21, 2017 Planning and Zoning Commission Meeting.

Commissioner Robinson seconded the motion.

Voting Aye: Morgan, Robinson, Schaeffer
Voting Nay: Braun, Griggs, Meleky, Wheeler

Motion failed.

Commissioner Wheeler moved to recommend approval of an ordinance rezoning the property located at 5015 Spectrum Drive, from C-1, Commercial-1, to a PD, Planned Development, in order to provide a maximum of 349 multi-family units and approximately 5,500 square feet of future retail space, and approving related development plans, subject to no conditions.

Commissioner Braun seconded the motion.

Voting Aye: Braun, Griggs, Meleky, Wheeler
Voting Nay: Morgan, Robinson, Schaeffer

Motion passed.

Meeting Adjourned

Planning & Zoning Commission

Meeting Date: 03/21/2017

Agenda Caption:

REPLAT/Westgrove and Airborn Lots 2R and 3, Block A. Present, discuss, and take action on a replat of two lots totaling 2.011 acres located generally at the southeast corner of Westgrove Drive and Sojourn Drive.

Attachments

P&Z Packet

Plat

REPLAT/Westgrove and Airborn Lots 2R and 3, Block A

REPLAT/Westgrove and Airborn Lots 2R and 3, Block A. Present, discuss, and take action on a replat of two lots totaling 2.011 acres located generally at the southeast corner of Westgrove Drive and Sojourn Drive.

LOCATION MAP





March 17, 2017

STAFF REPORT

RE: REPLAT/ Westgrove and Airborn
Lots 2R and 3, Block A

LOCATION: Two lots totaling 2.011 acres
located generally at the southeast
corner of Westgrove Drive and
Sojourn Drive

REQUEST: Approval of a replat

APPLICANT: Spiars Engineering, represented
by Mr. John Spiars

DISCUSSION:

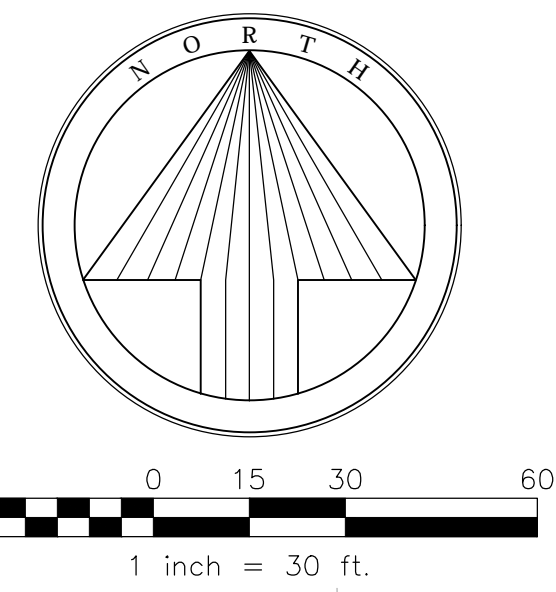
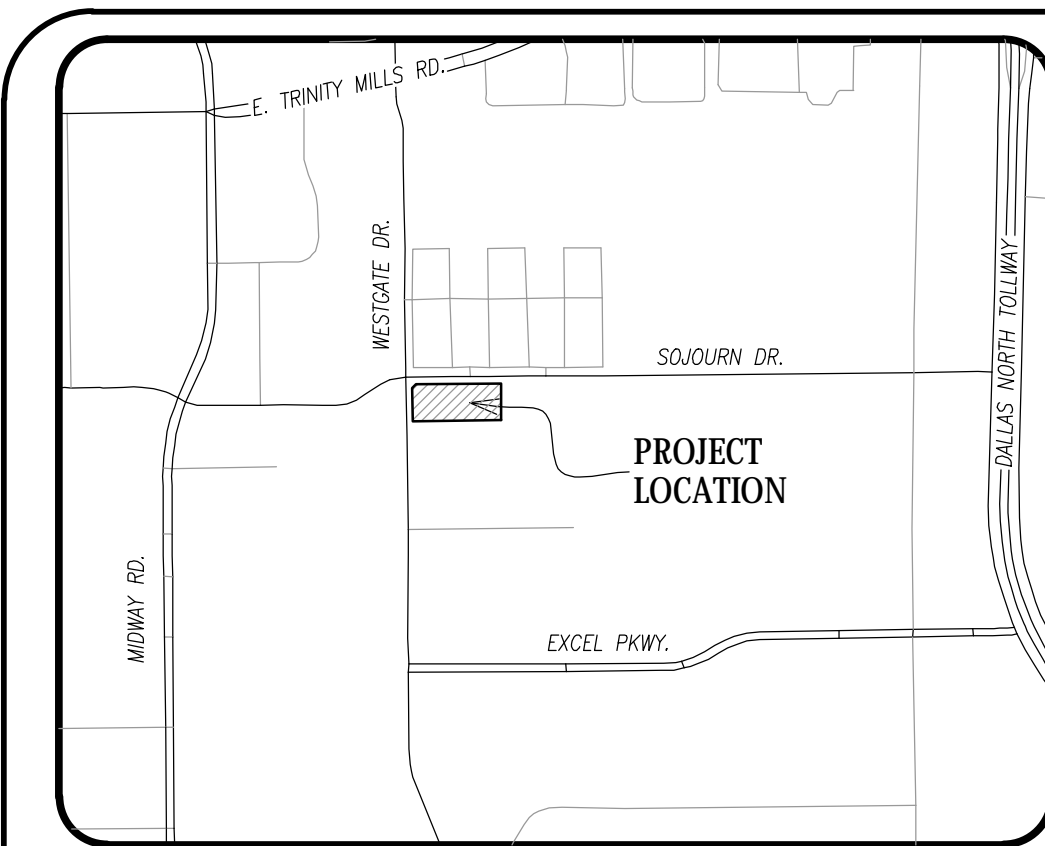
Background. This replat covers the vacant lot at the southeast corner of Westgrove Drive and Sojourn Drive. This replat is necessary to accommodate the proposed Knight Renovation office and warehouse building as it records the easements for utilities, access and drainage.

The Commission approved a replat for this project in November of 2016, however as the project progressed, the property owner decided to address drainage in a different way and to subdivide the property into two lots. These changes result in the need for a new replat.

Engineering Review. The replat has been reviewed by Town staff and found to be in compliance with all requirements.

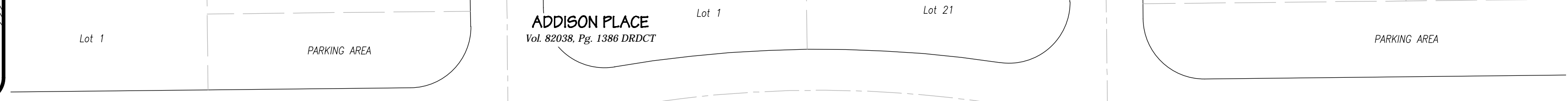
RECOMMENDATION: **APPROVAL**

Staff recommends approval of the proposed replat subject to no conditions.



Line Table			Line Table			Line Table		
Line #	Bearing	Distance	Line #	Bearing	Distance	Line #	Bearing	Distance
L1	S 00°37'36" E	147.50'	L7	N 89°22'24" E	5.50'	L13	S 89°29'46" W	141.89'
L2	N 00°37'36" W	147.73'	L8	S 00°37'36" E	7.03'	L14	S 89°22'24" W	10.63'
L3	N 89°29'46" E	186.63'	L9	N 89°22'24" E	10.00'			
L4	S 89°29'46" W	12.00'	L10	S 00°37'36" E	10.00'			
L5	N 00°30'14" W	52.00'	L11	N 89°22'24" E	10.00'			
L6	S 89°29'46" W	186.60'	L12	N 89°29'46" E	141.89'			

Curve Table					
Curve #	Length	Radius	Delta	Chord Bearing	Chord Dist.
C1	4.51'	20.00'	12°55'58"	S 05°50'22" W	4.50'
C2	40.84'	26.00'	90°00'30"	S 45°37'51" E	36.77'
C3	40.84'	26.00'	89°59'30"	N 44°22'09" E	36.77'
C4	4.34'	20.00'	12°26'36"	N 06°50'54" W	4.33'
C5	28.95'	62.50'	26°32'28"	S 13°53'50" E	28.69'
C6	14.26'	92.50'	8°49'49"	N 84°03'25" E	14.24'
C7	18.49'	107.50'	9°51'16"	N 84°34'08" E	18.47'
C8	15.91'	92.50'	9°51'16"	S 84°34'08" W	15.89'
C9	18.26'	107.50'	9°43'54"	S 84°30'27" W	18.24'



STATE OF TEXAS §
COUNTY OF DALLAS §

OWNER'S CERTIFICATE

WHEREAS Squire Properties, LLC, is the owner of a tract of land situated in the W. Lomax Survey, Abstract No. 792, City of Addison, Dallas County, Texas, the subject tract being all of Lot 2, Block A, Westgrove and Airborn according to the plat recorded in Instrument No. 200900265546 of the Official Public Records, Dallas County, Texas (OPRDCT), with the subject tract being more particularly described as follows:

BEGINNING at an "X" found in concrete on the east line of Westgrove Drive, a variable width right-of-way, for the southwest corner of Lot 2 and for the northwest corner of Lot 1, Block A, Westgrove and Airborn Addition;

THENCE N 00°37'36" W, 170.59 feet along the east line of Westgrove Drive to a 1/2" iron rod with plastic cap found for the south end of a corner clip being the intersection of the east line of Westgrove Drive with the south line of Sojourn Drive, a variable width right-of-way;

THENCE N 44°26'05" E, 28.25 feet along said corner clip to a 1/2" iron rod with plastic cap found;

THENCE N 89°29'46" E, 442.18 feet along the south line of Sojourn Drive to an "X" found in concrete for the northeast corner of Lot 2, and being the northwest corner of Lot 1, Block A, Dallas Gymnastics Center, an addition recorded in Volume 98073, Page 25, Deed Records, Dallas County, Texas (DRDCT), from which an "X" in concrete found bears N 00°30'14" W, 4.00 feet;

THENCE S 00°30'14" E, 189.53 feet along the west line of Lot 1 to a 1/2" iron rod found on the north line of a tract conveyed to Air Born, Inc., recorded in Volume 69216, Page 1560 DRDCT;

THENCE S 89°21'54" W, along the north line of said Air Born tract, passing at 15.62 feet the northwest corner thereof and the northeast corner of said Lot 1, Block A, Westgrove and Airborn Addition, and continuing along the north line thereof a total distance of 461.78 feet to the POINT OF BEGINNING with the subject tract containing 87,603 square feet or 2.011 acres of land.

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That SQUIRE PROPERTIES, LLC, ("Owner") does hereby adopt this plat designating the hereinabove property as WESTGROVE AND AIRBORN, LOTS 2R AND 3, BLOCK A, an addition to the Town of Addison, Texas, and subject to the conditions, restrictions and reservations stated hereinafter, owner dedicates to the public use forever the streets and alleys shown thereon.

The easement shown on this plat are hereby reserved for the purposes as indicated, including, but not limited to, the installation and maintenance of water, sanitary sewer, storm sewer, drainage, election, telephone, gas and cable television. Owner shall have the right to use these easements, provided, however, that it does not unreasonably interfere or impede with the provision of the services to others. Said utility easements are hereby reserved by mutual use and accommodation of all public utilities using or desiring to use the same. An express easement of ingress and egress is hereby expressly granted on, over and across all such easements for the benefit of the provider of services for which easements are granted.

Any drainage and floodway easement shown hereon is hereby dedicated to the public's use forever, but including the following covenants with regards to maintenance responsibilities. The existing channels or creeks traversing the drainage and floodway easement will remain as an open channel, unless required to be enclosed by ordinance, at all times and shall be maintained by the individual owners of the lot or lots that are traversed by or adjacent to the drainage and floodway easement. The town will not be responsible for the maintenance and operation of said creek or creeks or for any damage or injury of private property or person that results from the flow of water along said creek, or for the control of erosion. No obstruction to the natural flow of water runoff shall be permitted by construction of any type building, fence or any other structure within the drainage and floodway easement. Provided, however, that in the event it becomes necessary for the town to channelize or consider erecting any type of drainage structure in order to improve the storm drainage, then in such event, the town shall have the right, but not the obligation, to enter upon the drainage and floodway easement at any point, or points, with all rights of ingress and egress to investigate, survey, erect, construct or maintain any drainage facility deemed necessary by the town for maintenance or efficiency of its respective system or service.

The maintenance or paving of the utility and fire lane easement is the responsibility of the property owner. All public utilities shall at all times have the full right of ingress and egress to and from and upon the said utility easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining and adding to or removing all or parts of its respective system without the necessity of any time of procuring the permission of anyone. Any public utility shall have the right of ingress and egress to private property for the purpose of reading meters and any maintenance and service require or ordinarily performed by the utility. Buildings, fences, trees, shrubs or other improvements or growth may be constructed, reconstruct, or placed upon, over or across the utility easements as shown, provided, however, that owner shall at its sole cost and expense be responsible under any and all circumstances for the maintenance and repair of such improvements, or growth, and any public utility shall have the right to move and keep removed all parts of any building, fences, shrubs or other improvements or growth which in any way endangers or interferes with the construction, maintenance or efficiency of its respective system or services.

Water main and sanitary sewer easements shall also include additional area of working space for construction and maintenance of the systems. Additional easement area is also conveyed for installation and maintenance of manholes, cleanouts, fire hydrants, water service and sewer services from the main to curb or pavement line, and the descriptions of such additional easements herein granted shall be determined by their locations as installed.

This plat is approved subject to all plotting ordinances, rules, regulations and resolutions of the Town of Addison, Texas.

Witness our hands at Dallas County, Texas, this _____ day of _____, 2017.

SQUIRE PROPERTIES, LLC

By: _____
Adam McKelvey
Title: _____

STATE OF TEXAS §
COUNTY OF DALLAS §

BEFORE ME, the undersigned, a Notary Public in and for The State of Texas, on this day personally appeared Adam McKelvey, known to me to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the _____ day of _____, 2017.

Notary Public, State of Texas

REPLAT

WESTGROVE AND AIRBORN

LOTS 2R AND 3, BLOCK A
BEING A REPLAT OF LOT 2, BLOCK A,
WESTGROVE AND AIRBORN
2.011 ACRES IN THE
W. LOMAX SURVEY, ABSTRACT NO. 792
TOWN OF ADDISON, DALLAS COUNTY, TEXAS
TOWN PROJECT NO. 16-12

CERTIFICATE OF APPROVAL

Approved and accepted by the Planning and Zoning Commission of the Town of Addison this _____ day of _____, 2017.

Chair, Planning and Zoning Commission

City Secretary

OWNER / APPLICANT
Squire Properties, LLC
901 Waterfall Way, Ste. 307
Richardson, TX 75080
Telephone (469) 330-7838
Contact: John DeTiberis

ENGINEER / SURVEYOR
Spiars Engineering, Inc.
785 Custer Road, Suite 100
Plano, TX 75075
Telephone: (972) 422-0077
TBP# No. F-2121 / TBPIS No. F-10043100
Contact: John Spiars

LOCATION MAP

1" = 1000'

Lot 1, Block A
SOJOURN-VOSS JOINT
VENTURE ACADEMY ADDITION
Vol. 83218, Pg. 2254 DRDCT

POINT OF BEGINNING

W. LOMAX SURVEY
ABSTRACT NO. 792

Lot 2R
1.094 Ac.
(47,668 S.F.)

Lot 3
0.917 Ac.
(39,935 S.F.)

Lot 1, Block A
DALLAS GYMNASTICS CENTER
Vol. 98073, Pg. 25 DRDCT

Lot 1, Block A
WESTGROVE AND AIRBORN
Inst. No. 200900265546 OPRDCT

SURVEYOR'S CERTIFICATE

That I, Darren K. Brown, of Spiars Engineering, Inc., do hereby certify that I prepared this plat and the field notes made a part thereof from an actual and accurate survey of the land and that the corner monuments shown thereon were properly placed under my personal supervision, in accordance with the Subdivision Regulations of the Town of Addison, Texas.

Dated this the _____ day of _____, 2017.

DARREN K. BROWN, R.P.L.S. NO. 5252



STATE OF TEXAS §
COUNTY OF COLLIN §

BEFORE ME, the undersigned, a Notary Public in and for The State of Texas, on this day personally appeared Darren K. Brown, known to me to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the _____ day of _____, 2017.

Notary Public, State of Texas

LEGEND	
(Not all items may be applicable)	
o	1/2" IRON ROD WITH PLASTIC CAP STAMPED "SPIARS ENG" SET, UNLESS OTHERWISE NOTED
IRF	IRON ROD FOUND
CIRF	CAPPED IRON ROD FOUND
CM	CONTROL MONUMENT
BL	BUILDING LINE
DRDCT	DEED RECORDS, DALLAS COUNTY, TEXAS
MRDCT	MAP RECORDS, DALLAS COUNTY, TEXAS
OPRDCT	OFFICIAL PUBLIC RECORDS, DALLAS COUNTY, TEXAS

NOTES:

- Basis of bearing derived from the State Plane Coordinate System, Texas North Central Zone 4202, North American Datum of 1983, (2011).
- Selling a portion of this addition by metes and bounds is a violation of Town ordinance and state law and is subject to fines and withholding of utilities and building permits.
- The purpose of this replat is for the development of Lots 2R and 3, and to dedicate the easements shown hereon.
- No floodplain exists on this site.

Planning & Zoning Commission

Meeting Date: 03/21/2017

Agenda Caption:

PUBLIC HEARING Case 1754-Z/Town of Addison. Public hearing, discuss, and take action on a recommendation to amend the Comprehensive Land Use Plan in order to adopt the findings of the Inwood Road Special Area Study.

Attachments

Inwood Road Corridor - Draft Comprehensive Plan Amendment

Economic Development Goals:

- Improve financial revenue to Town through encouragement of new and diverse development
- Promote redevelopment of vacant and underused parcels
- Consider new forms of zoning to encourage economic investment and greater density
- Consider publicly-funded catalyst projects as a means to encourage new development
- Encourage adaptive reuse of existing buildings as appropriate

Urban Design Goals:

- Make the Study Area safe and attractive
- Provide a unique and diverse collection of uses
- Promote human-scale development
- Create a memorable and brandable district/neighborhood

Open Space Goals:

- Salvage mature trees
- Create green space
- Create a system of pathways that connect public spaces and private developments
- Provide sidewalks and associated amenities (such as landscaping and street lighting) throughout the Study Area

Character Districts:

A logical way to implement change within the study area will involve revising the current development standards for the study area. Currently, properties within the study area include a mix of Local Retail, Commercial-1, Commercial-2, and Industrial-1 zoning designations. In the future, the study area should be divided into four character districts that would likely provide the foundation for a Planned Development. Each character district could have slightly different regulations that would allow for a variety of land uses and architectural styles. This would allow flexibility to address the needs and realities of each District while ensuring standards are complementary between Districts that would reinforce an overall sense of place for the area.

The proposed character districts are as follows:

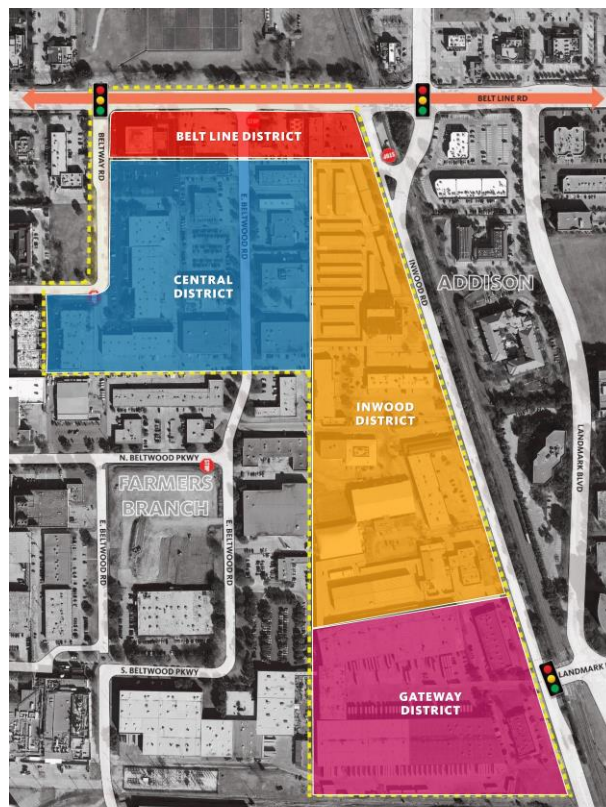


Figure 2: Character Districts

Belt Line District:

The Belt Line District extends along the southern portion of Belt Line Road between Beltway Drive and Inwood Road. It includes those parcels with frontage along Belt Line Road and is intended to build upon the success of restaurant development along the corridor. The Belt Line District's principal uses are envisioned to be Dining, Retail, Office and Hotel, eventually transforming from mostly single-story structures to 2 to 4 story buildings (as allowed by height restrictions associated with Addison Airport). Multi-level buildings would be encouraged to have street-level dining and/or retail with upper-level office uses.

Inwood District:

The Inwood District runs south of the Belt Line District along Inwood Road to the Gateway District. It extends west to the Addison/Farmers Branch city limit and to parcel boundaries fronting East Beltwood Parkway.

Developments in the Inwood District are expected to include destination Dining/Retail, Mixed-Uses (mixed both horizontally and vertically), Office, and Hotel. Existing buildings are mostly single-story structures which could transition to multi-level buildings (2 to 4 floors, as allowed by Addison Airport height restrictions).

Mobility improvements in this District could include the limited use of channelized left-turn lanes for northbound Inwood traffic, as well as pedestrian improvements both within the area and linking eastward to the railroad tracks and across to other existing development areas.

Central District:

The Central District is adjacent to the Belt Line and Inwood Districts and is defined on the south by the Addison/Farmers Branch city limit line and the west by Beltway Drive. It is intended to build upon the success of the existing office-oriented development pattern, which is currently mostly single-story office/flex buildings.

The Central district is projected to include Office/Flex buildings, Medical Office/Retail, street-level Retail/Dining and Mixed-Use (mixed both horizontally and vertically). Existing buildings could eventually grow to between 2 and 6 stories.

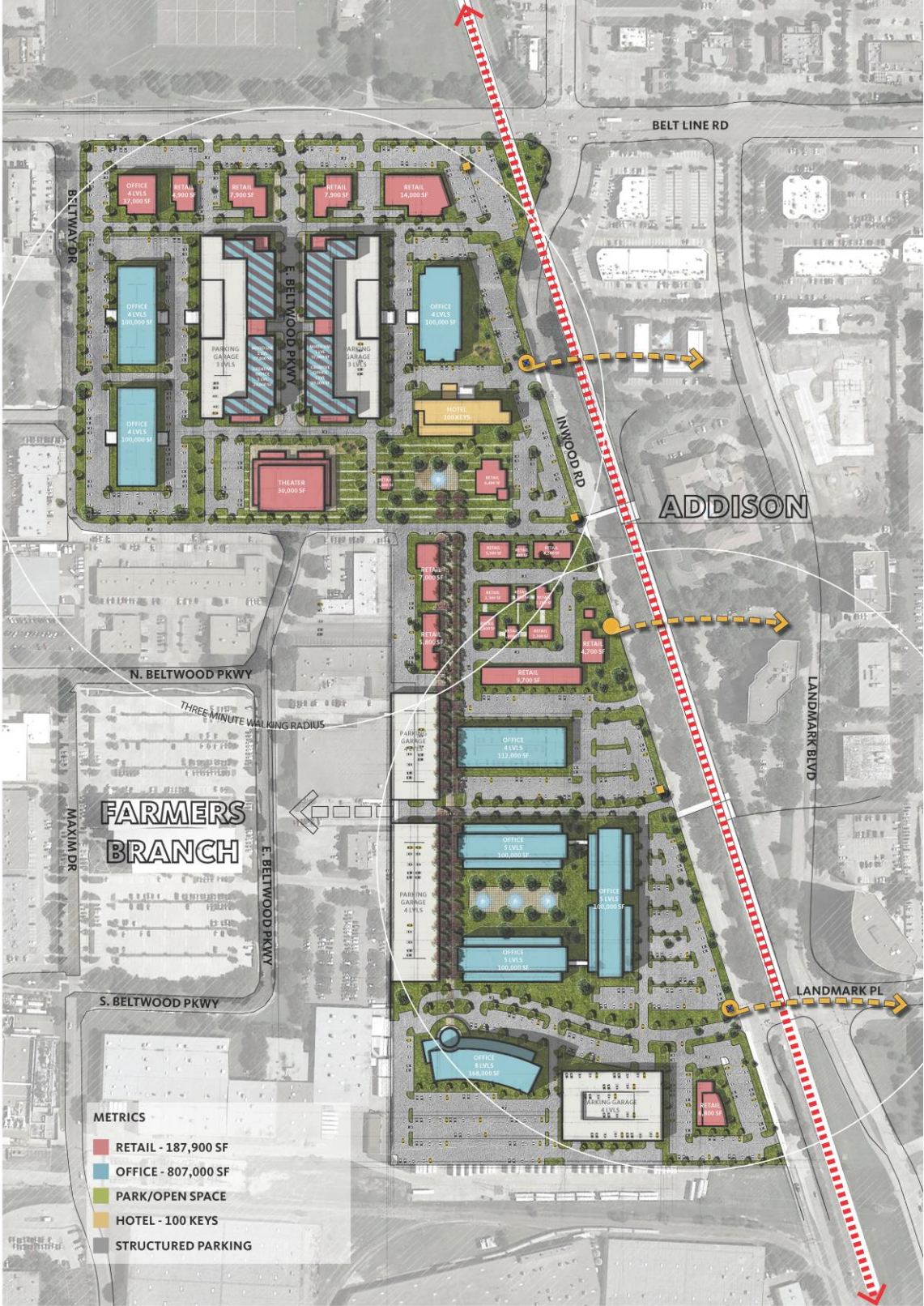
Gateway District:

The Gateway District is located along Inwood Road at the southern boundary of the Study area. It is currently the site of a warehouse/distribution complex with a few small retail parcels facing Inwood Road. As one of Addison's principal entry points, the Gateway District serves as an important marker for both the Town and Study Area and should include appropriate design standards based on its prominent location.

The Gateway District could develop primarily as Office/Industrial, Medical Office/Retail, some stand-alone Retail and a Hotel. New development in the Gateway District would be up to 6 floors tall.

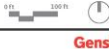
Aspirational Concepts:

As part of the study process, Gensler created two concepts showing how the study area could redevelop under the Character District approach. These concepts are aspirational in nature and are included here only as possible examples. The Town should work with property owners and potential developers to determine exactly how any redevelopment project would layout.

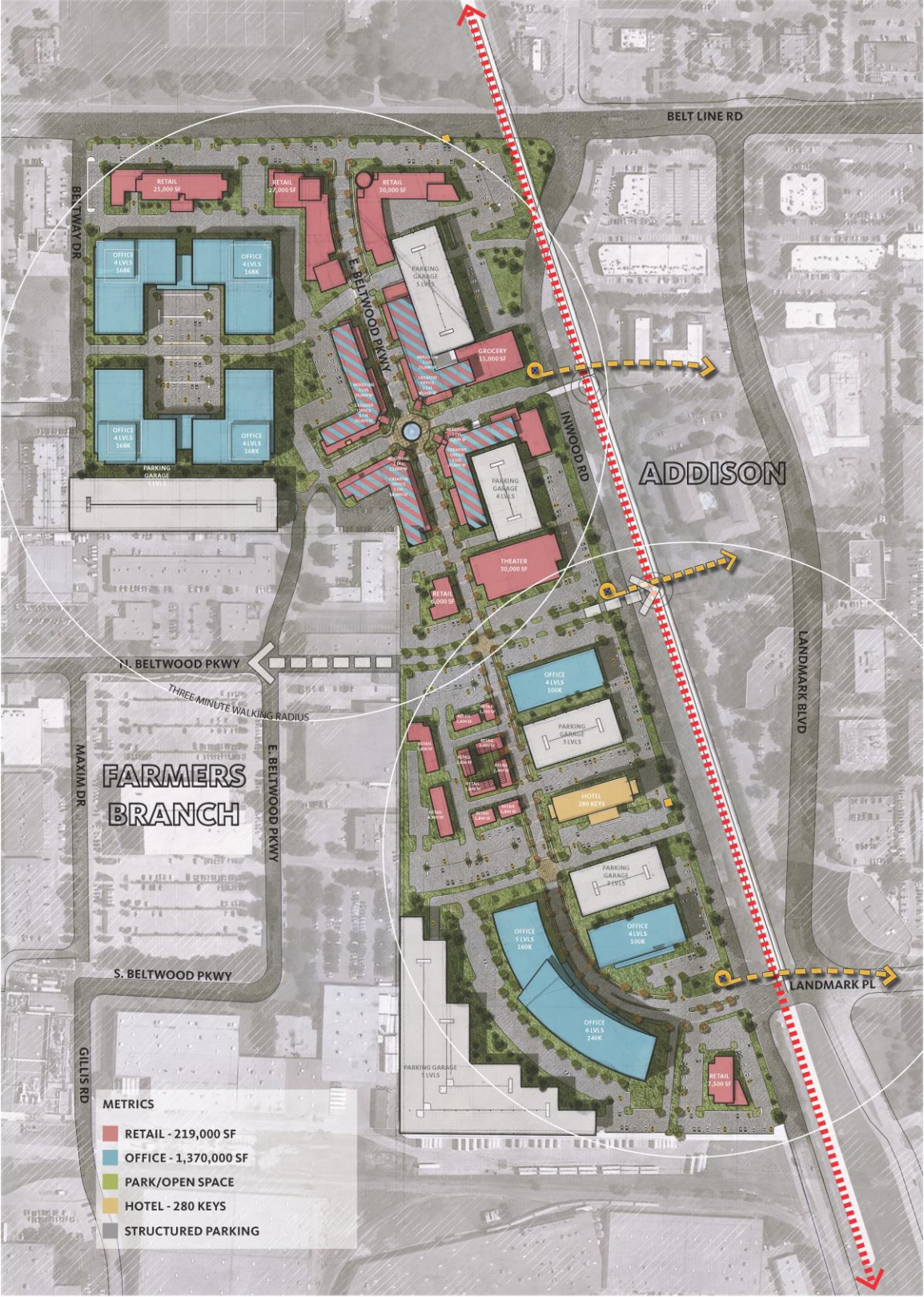


INWOOD ENHANCEMENT ZONE
TOWN OF ADDISON, TEXAS

#1 - CIVIC SQUARE
OCTOBER 06, 2016

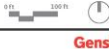


Gensler



INWOOD ENHANCEMENT ZONE
TOWN OF ADDISON, TEXAS

#2- VILLAGE
OCTOBER 06, 2016



Gensler

Planning & Zoning Commission

Meeting Date: 03/21/2017

Agenda Caption:

Discuss and take action regarding approval of the 2016 Annual Planning and Zoning Commission Report to the City Council.

Attachments

2016 Annual Report



MEMORANDUM

March 1, 2017

TO: Members of the Addison City Council

FROM: Debra Morgan, Chair, Addison Planning and Zoning Commission

COPY: Planning and Zoning Commissioners
Wes Pearson, City Manager
Charles Goff, Assistant Director of Development Services and Planning

SUBJECT: 2016 Planning and Zoning Progress Report

ATTACHMENT: 2016 Attendance Statistics

The Planning and Zoning Commission is governed by the Rules, Regulations, and Procedures of the Town of Addison. These Rules stipulate under Article III, DUTIES OF THE COMMISSION, Paragraph (j) that the Commission shall:

“Submit each year a progress report to the City Council summarizing its activities, major accomplishments for the past year, and a proposed work program for the coming year. The report shall contain for the year the attendance record of all members and the identity of Commission officers.”

Please let this document serve as the Commission’s progress report, and the attendance record of all members is also attached for your review and use.

Overview

While 2015 was a year of transition for Addison’s Planning and Zoning (P&Z) Commission, 2016 was seamless. This was due to the efforts of the prior Chair and Counsel to create an amendment and training process to terms that coincided with the respective Council Member. This has been allowed the commission to operate efficiently with an entire year of no commission changes and no staff changes. Charles Goff, staff liaison, continues to shepherd overall P&Z process.

2016 Statistics

During 2016, P&Z acted on 22 cases:

11 Special Use Permits (SUP)

6 Zoning,

1 Plat, and

4 Replats.

ADDISON

P.O. Box 9010
Addison, TX 75001

phone: 972.450.7000
fax: 972.450.7043

ADDISONTEXAS.NET

IT ALL COMES
TOGETHER.

Commissioners attended scheduled meetings 92% of the time. See Attachment 1 for detailed attendance information for each commissioner.

Highlights

1. Several residential, office development and procedural cases stood out during the year:
 - 1725-Z/Addison Grove – the Commission met to address a minor procedural issue with the Commission’s vote in 12/2015. The motion passed and was subsequently presented to Council. Later in the year, Case 1729-Z/Addison Grove was presented to consider a development plan for the project, including a site plan, landscape plan and building elevations and floor plans for 57 townhomes. The motion passed with one condition related to fencing and public access.
 - 1730-Z/Town of Addison – the Commission considered a recommendation for an ordinance amending various sections of the Code of Ordinances in order to revise the terms for existing and future members of the Commission and Board of Adjustment in order to align terms in accordance with recently adopted City Council policy regarding the Boards and Commissions appointment process. The motion passed.
 - 1731-Z/Town of Addison – the Commission met to discuss and take action on a recommendation for ordinance amending the various sections of Appendix B – Subdivisions in order to grant the Commission final plat approval authority. The motion passed.
 - 1735-Z/UDR – the Commission met to discuss and take action on a recommendation regarding an ordinance amending an existing ordinance zoning an area known as Vitruvian Park (121 acres) to adopt a new concept plan, add additional permitted uses, and revise various development standards. The motion passed. Also, case 1734-Z/Vitruvian West I addressed a development plan for the development of 383 multifamily units and an amenities center in an existing PD located within Vitruvian and approving waivers to unit size and construction materials. That motion passed with the requested waivers of design standards. And, case 1727-Z/Brookhaven Village was presented regarding a development plan for the development of approximately 86,310 SF of retail and restaurant space in an existing PD located at Marsh Lane and Spring Valley Road and approving a waiver to construction material requirements. The motion passed with the waiver. These Cases involved the Vitruvian Park/UDR sites.
 - 1738-Z/Trinity Christian Academy – the Commission met to consider a recommendation regarding an ordinance rezoning approximately 39.4 acres, currently zoned R-1, Residential-1, with a SUP for a private school and approximately 1.74 acres, zoned PD, in order to create a new PD District

allowing a private school and approving a concept plan and development standards. The motion passed with a condition that the applicant provide a traffic management plan to the Town for review and approval by the Zoning Administrator and that the applicant abide by said plan.

- 1737-Z/14345 Dallas Parkway – the Commission considered a recommendation regarding an ordinance to change the zoning of the property (18.2 acres) from I-1 Industrial-1 to a PD District allowing office and other commercial uses and establishing development standards including a minimum building height on application by the Town of Addison. The motion passed. Later in the year, the Commission met on a REPLAT/S. Finley Ewing Jr. Addition Lot 2R, Block 1. The Commission considered a replat for one lot totaling 15.793 acres located generally at 14345 Dallas Parkway, on application from Stantec. The motion also passed.
 - 1746-Z/Town of Addison – the Commission considered a recommendation regarding an ordinance amending the Code of Ordinances by adding that a SUP for the sale of beer and wine for off-premises consumption only may be issued in conjunction with the issuance of a SUP for a hotel. The motion passed.
 - 1750-Z/Town of Addison – the Commission considered and passed a motion recommending approval of a resolution adopting the proposed Master Transportation Plan without amendment. The motion passed.
2. During 2016 a chair and a vice chair were elected by the Commission. Commissioner Skip Robbins was elected chair and Commissioner Morgan was elected vice chair.

Recommendations for 2017

- Continue to have at least two joint work sessions per year with Council to facilitate communication and a better understanding of Council's vision for Addison.
- Continue with the Monday work sessions and, when available or necessary, site tours of agenda items.
- With agenda items that result in significant citizen reaction (positive or negative), provide an opportunity during the work sessions to discuss with Town's counsel if there are questions or areas that need to be addressed; this will also give Commissioners an opportunity to openly and professionally raise areas of concern, provide updates on any non-public meetings or discussion with applicants, etc. However, the Commission will continue to reserve the right to use an executive session (non-public) meeting to address items as determined by the Commission or its counsel.

Planning and Zoning Commissioner Attendance Record - 2016

Commissioner	Present	Absent	Eligible	%Attend	5-Jan	19-Jan	16-Feb	15-Mar	19-Apr	17-May	21-Jun	19-Jul	16-Aug	20-Sep	18-Oct	15-Nov	19-Dec			
Ennis, Jason	10	1	11	91%	P	No Meeting	No Meeting	P	P	P	P	A	P	P	P	P	P	P		
Griggs, Stacey	11	0	11	100%	P			P	P	P	P	P	P	P	P	P	P	P	P	P
Morgan, Debra	10	1	11	91%	P			P	P	A	P	P	P	P	P	P	P	P	P	P
Robbins, Skip	10	1	11	91%	P			P	P	P	P	P	A	P	P	P	P	P	P	P
Robinson, Jim	11	0	11	100%	P			P	P	P	P	P	P	P	P	P	P	P	P	P
Schaeffer, Tom	11	0	11	100%	P			P	P	P	P	P	P	P	P	P	P	P	P	P
Smith, Randy	8	3	11	73%	P			P	P	A	P	P	P	P	A	P	P	P	A	
Percentage				92%	100%					100%	100%	86%	86%	86%	86%	86%	100%	100%	86%	