



MEMORANDUM

January 15, 2019

TO: Members of the Addison City Council

FROM: Kathryn Wheeler, Chair, Addison Planning and Zoning Commission

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

SUBJECT: 2018 Planning and Zoning Progress Report

ATTACHMENTS: 2018 Attendance Statistics
2018 Cases Map

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

In 2018, a total of 5 new members served on the Planning and Zoning Commission. Jerry Dougan, Denise Quintanilla, Eileen Resnik, and Tom Souers joined the Commission at the start of the year. Upon Mrs. Quintanilla’s resignation, Bob Catalani was appointed to complete her term. I served as Chair and Linda Groce served as Vice Chair for the year. Charles Goff, staff liaison, continues to shepherd the overall P&Z process.

The Commission met for eleven regular meetings. Commissioners attended these meetings an average of 92% of the time, an increase of 4% from 2017. Four Commissioners had perfect attendance during their tenure on the Commission in 2018 – Jerry Dougan, Linda Groce, Denise Quintanilla, and Eileen Resnik. See Attachment 1 for detailed attendance information for each commissioner.

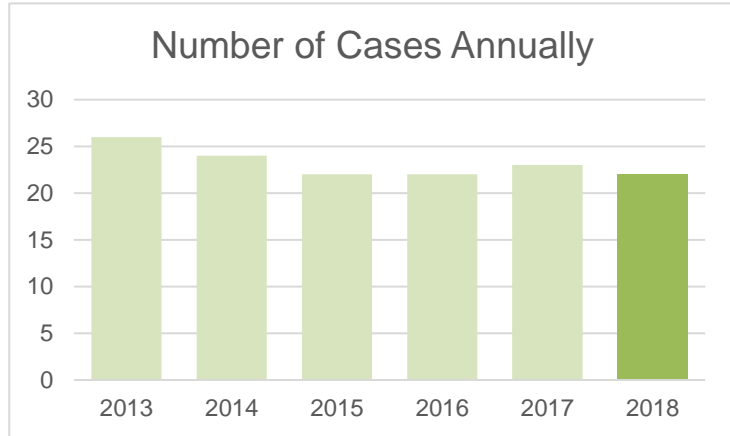
2018 Case Statistics

During 2018, the Planning and Zoning Commission reviewed 22 cases:

- 7 Zoning Changes
- 8 Special Use Permits
- 7 Plats

As shown in the chart to the right, this is in line with the case load heard by the Commission over the past five years.

A map showing the location of these cases can be found as Attachment 2.



Notable Zoning Cases

Several cases stood out during the year:

- 1764-Z/Meridian Square (Jan) – the Commission reviewed development plans for the final condominium building proposed for the Meridian Square development. This will add 24 more condominium units to the Addison Circle area. The developer has obtained the necessary permits and will start construction soon. Once complete, this will mark the completion of Meridian Square, but also the final building in the area included in the original Addison Circle master plan. As focus now shifts to expanding Addison Circle in the areas adjacent to Cotton Belt rail line and along Addison Road, it is important to mark this milestone and the process made in achieving the original vision for Addison Circle.
- 1782-Z/Western International (Aug) – Last year, AMLI began construction on a 349-unit multifamily development at the southeast corner of Quorum Drive and Edwin Lewis Drive. Across the street on Quorum, Western International presented plans for a two-story office building. This will bring another business headquarters to Addison and will continue efforts to extend the Addison Circle development pattern further south towards Belt Line. The proposal includes several pedestrian enhancements contemplated in the Master Transportation Plan. This project is also currently under construction.
- 1786-Z/Vitruvian West Phases II and III (Oct) – the Commission reviewed development plans for the next two multi-family phases in Vitruvian Park, at the northeast corner of Marsh Lane and Vitruvian Way. Vitruvian West Phases II and III will add 767 additional residential units and will create a strong entry statement at the

southwest corner of the development. The developer has submitted construction drawings and intends to start construction in the Spring of 2019.

Suggestions for Improvement

I believe that the P&Z needs to review its Rules and Procedures, as they have not been updated since 2004. Our new commissioners now have a year's experience and can use that knowledge on this project.

Conclusion

Linda, John and I were happily reappointed for another two-year term, thank you for your continued faith in us. All our new commissioners have been great additions to the Board. We were sorry to lose Denise, but happy to have Bob join us in June. This team works well together, respects each others' ideas and listens with an open mind.

Again, I thank you for allowing me to serve the Town!

Planning and Zoning Commissioner Attendance Record - 2018

Commissioner	Present	Absent	Eligible	%Attend	16-Jan	20-Feb	20-Mar	17-Apr	15-May	19-Jun	17-Jul	21-Aug	18-Sep	16-Oct	20-Nov	18-Dec
Catalani, Bob	4	2	6	67%						A	P	A	P	P	P	No Meeting
Dougan, Jerry	11	0	11	100%	P	P	P	P	P	P	P	P	P	P	P	
Groce, Linda	11	0	11	100%	P	P	P	P	P	P	P	P	P	P	P	
Meleky, John	10	1	11	91%	P	P	P	P	P	P	A	P	P	P	P	
Quintanilla, Denise	4	0	4	100%	P	P	P	P								
Resnik, Eileen	11	0	11	100%	P	P	P	P	P	P	P	P	P	P	P	
Souers, Tom	10	1	11	91%	A	P	P	P	P	P	P	P	P	P	P	
Wheeler, Kathryn	10	1	11	91%	P	P	P	P	P	A	P	P	P	P	P	
Averages				92%	86%	100%	100%	100%	100%	71%	86%	86%	100%	100%	100%	

