

DRAFT
**OFFICIAL ACTIONS OF THE
ADDISON CITY COUNCIL
PLANNING & ZONING COMMISSION
SPECIAL JOINT MEETING**

**Monday, November 18, 2019 @ 6:00 p.m.
Addison Conference & Theatre Centre
Buckthorn & Sycamore Rooms
15650 Addison Road, Addison, TX 75001**

Council Members Present:

Mayor Joe Chow; Mayor Pro Tempore Tom Braun; Deputy Mayor Pro Tempore Lori Ward; Council Member Ivan Hughes; Council Member Guillermo Quintanilla; Council Member Paul Walden; Council Member Marlin Willesen

Planning and Zoning Commission Members Present:

Chair Kathryn Wheeler; Robert Catalani; John Meleky, Eileen Resnik, Tom Souers
Member Jerry Dougan was absent.

1. **Call Meeting to Order:**

Mayor Chow called the Council meeting to order.

Planning & Zoning Chair Kathryn Wheeler called the Planning & Zoning Commission meeting to order.

JOINT WORK SESSION

2. **Present and Discuss the Development Code Review Process and Solicit Feedback on Proposed Zoning Districts and Land Uses Allowed in Each District in the Draft Unified Development Code.**

Presentation: Consultant Matt Goebel with Clarion Associates introduced himself and reviewed the Unified Development Code project. He reminded Council and P&Z Commission members that Addison's current Municipal Code includes sections for

Zoning, Subdivision, Signs, and Landscaping, and this Unified Development Code project is to consolidate those sections. The goal is to streamline the development review process. Mr. Goebel also stated that this process will not affect the existing Planned Developments (PDs), however the improved Zoning will possibly result in fewer PDs in the future.

Mr. Goebel advised that the project is half-way through the consolidation process and this presentation is a review of Part 1 of the draft. He stated that Part 2 is currently being reviewed by Addison staff and is expected to be presented to the City Council and the P&Z Commission in early 2020. The document will be reviewed and revised several times prior to approval later in 2020.

Mr. Goebel stated that in this meeting Article 2: Zoning Districts and Article 3: Use Regulations will be reviewed. He added that the current Land Use Map will not be substantially changed.

Mr. Goebel told the Council and P&Z members that in the Zoning portion of the Code some Districts will be revised, eliminated or consolidated. He reviewed factors for establishing new Districts and provided some details as to the current Zoning tables compared to the proposed new tables. An overlay map of current Zoning Districts and proposed Zoning Districts was requested so Council could have a better understanding of the proposed changes. Mr. Goebel advised that can be provided and will be discussed at a future meeting.

A question was raised as to the affect Zoning changes might have on existing businesses. It was stated that the new Development Code will contain language such that these businesses will not be considered non-conforming. It was clarified that if an existing PD requests to change to the Zoning requirements and no longer be considered a PD, it would be up to the Council to approve that change.

Consultant Jim Spung provided the next segment of the presentation regarding the Use Regulations. He noted there are some uses being added, specifically Artisan Manufacturing, Temporary and Accessory Uses. He explained that a seasonal tent sale for example would be considered a Temporary Use. A lengthy discussion followed regarding Accessory Uses, particularly concerning garage conversions for habitation. It was pointed out if this is allowed, Building Code revisions would also be required.

Mr. Spung requested feedback, specifically regarding outdoor vehicles sales, auto repair (heavy or light), and lodging. He asked whether full-service hotels should be allowed by right and whether the current regulations should be more flexible. Mayor Chow suggested the consultants contact the local Hotel Association to obtain information about the four (4) categories of hotels. Restaurants and whether they should be allowed by right were also discussed. Mayor Chow advised that regulations for restaurants and sandwich shops should be different. It was clarified that establishments requesting alcohol sales will still require a Special Use Permit (SUP.)

The question of outside vehicle sales not being allowed was raised since there are such establishments currently. Charles Goff, Director of Development Services, responded that in 1992 the provision allowing outside vehicle sales was removed from the Code. Mr. Goff also provided information regarding auto repair facilities that exist in a largely industrial area along Midway Road and noted that no complaints have been received.

A concern was raised as to the staff having authority to approve certain minor changes to a site plan. The consultants responded that the revised Code will have clear guidance as to what staff can approve and what will be forwarded to the P&Z and/or the Council. A question was also raised about the recently enacted House Bill 2439 prohibiting cities from regulating building materials. Mr. Goff advised that the Code will continue to have regulations included however they will not be enforced unless that law changes in the future.

Council requested to receive consultant questions in advance of the next meeting. It was noted that the website for this project is available to the public and reviewed how the site will be utilized throughout this Code review process. The public will be able to sign up on the website to receive updates on the project. The Council was encouraged to submit questions and feedback electronically at UDC@AddisonTX.gov.

Mayor Chow thanked the Committee, Charles Goff and City Manager Wes Pierson.

Adjourn Meeting

There being no further business to come before the Council, Mayor Chow adjourned the Council meeting.

Planning & Zoning Chair Kathryn Wheeler adjourned the Planning & Zoning Commission meeting.

TOWN OF ADDISON, TEXAS

Joe Chow, Mayor

Kathryn Wheeler, Chair, Planning & Zoning
Commission

ATTEST:

Irma G. Parker, City Secretary