



**REGULAR MEETING OF THE  
PLANNING AND ZONING COMMISSION**

**TUESDAY, JANUARY 18, 2022**

**ADDISON TREEHOUSE  
14681 MIDWAY ROAD, SUITE 200, ADDISON, TX 75001**

**6:00 PM REGULAR MEETING**

The Planning and Zoning Commission meeting and public hearing will be held at the Addison TreeHouse, 14681 Midway Road, Suite 200, Addison, Texas 75001 on Tuesday, January 18, 2022 at 6 pm. Seating for the public will be available using CDC recommended social distancing measures. Telephonic or videoconferencing capabilities will be utilized to allow individuals to address the Commission. For more information on the meeting location and ways to view and/or present comments, please contact Jenifer Tedrick prior to 3:00 pm on the day of the meeting at 972-450-2823 or by emailing [jtedrick@addisontx.gov](mailto:jtedrick@addisontx.gov). Members of the public are entitled to participate remotely via Dial-in Number: 346.248.7799; Meeting ID: 319 628 1637; Participant ID: #. For more detailed instructions on how to participate in this meeting, visit our Agenda Page. The meeting will be live streamed on Addison's website at [www.addisontexas.net](http://www.addisontexas.net).

Call Meeting to Order

Pledge of Allegiance

**REGULAR MEETING**

**Consent Agenda:** *All items listed under the Consent Agenda are considered routine by the Planning and Zoning Commission and will be enacted by one motion with no individual consideration. If individual consideration of an item is requested, it will be pulled from the Consent Agenda and discussed separately.*

1. Consider Action on the **Minutes from the December 21, 2021 Planning and Zoning Commission Meeting.**
2. Consider Action on a **Final Plat and Replat of the Vitruvian Park Addition, Block D, Lots 1R, 2R, 3R, 4R and 5, comprising 13.062 Acres located at the Northeast Corner of Marsh Lane and Vitruvian Way, being a Replat of Block D, Lot 1, Vitruvian Park Addition and Final Plat of a 0.3265-Acre Tract situated in the Noah Good Survey** Case R2021-02/Vitruvian Park Addition, Block D.

Regular Agenda:

3. Discuss and Consider Action on **Election of a Chair and Vice Chair for the Planning and Zoning Commission.**
4. Present, Discuss, and Consider Action on a **Replat and Site Plan for the Prairie Medical Addition, Block 1, Lot 1 for a Medical Office Building on 1.17 Acres Located at the Northwest Corner of the Easternmost Segment of Beltway Drive, 350 Feet South of Belt Line Road** Case R2021-03 and SP2021-01/4551 Beltway Drive.
5. Present, Discuss, and Consider Action on a **Preliminary Plat for Vitruvian Park Addition, Block C, Lot 1 for a Multifamily Development on 5.1 Acres Located at the Southeast Corner of Spring Valley Road and Vitruvian Way and North of Bella Lane** Case PP2021-01/Vitruvian Park Addition, Block C.
6. Present, Discuss, and Consider Action on the **2021 Planning and Zoning Commission Annual Report.**
7. Present, Discuss, and Consider Action on the **2022 Planning and Development Work Plan.**

Adjourn Meeting

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.

**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.**

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POSTED BY: \_\_\_\_\_  
Irma G. Parker, City Secretary

DATE POSTED: \_\_\_\_\_

TIME POSTED: \_\_\_\_\_

DATE REMOVED FROM BULLETIN BOARD: \_\_\_\_\_

REMOVED BY: \_\_\_\_\_

**Planning & Zoning Commission**  
**Meeting Date: 01/18/2022**

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**2.**

**Agenda Caption:**

Consider Action on the **Minutes from the December 21, 2021 Planning and Zoning Commission Meeting.**

**Staff Report:**

The minutes from the December 21, 2021 Planning and Zoning Commission Meeting have been prepared for consideration.

**Recommendation:**

Administration recommends approval.

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**Attachments**

Minutes of the December 21, 2021 Planning and Zoning Commission Meeting

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# DRAFT

## OFFICIAL ACTIONS OF THE ADDISON PLANNING AND ZONING COMMISSION

December 21, 2021

6:00 P.M. - Addison TreeHouse

14681 Midway Road, Suite 200, Addison, Texas 75001

Present: Chair Eileen Resnik; Vice Chair Tom Souers; Commissioner Robert Catalani;  
Commissioner Nancy Craig; Commissioner Chris DeFrancisco; Commissioner Denise  
Fansler; Commissioner John Meleky

### Call Meeting to Order

Chair Resnik called the meeting to order.

### Pledge of Allegiance

Chair Resnik led the Pledge of Allegiance.

### REGULAR MEETING

**Consent Agenda:** *All items listed under the Consent Agenda are considered routine by the Planning and Zoning Commission and will be enacted by one motion with no individual consideration. If individual consideration of an item is requested, it will be pulled from the Consent Agenda and discussed separately.*

1. Consider Action on the **Minutes from the November 16, 2021 Planning and Zoning Commission Meeting.**
2. Consider Action on the **Minutes from the December 7, 2021 Planning and Zoning Commission Special Meeting.**

Commissioner DeFrancisco raised a question regarding the motions for the SUP for TK's Place. He noted that the November 16, 2021 meeting minutes did not include a statement in the motion regarding the Commission's desire to not limit the number of comedy events that could be held each week, while the motion documented in the December 7,

2021 special meeting minutes did include a statement addressing that issue.

Ken Schmidt, Director of Development Services, confirmed that the Commission's position on the limitation of comedy events was not included in the motion for the November 16, 2021 meeting minutes, but it was communicated in the portion of the minutes that documented the Commission's deliberations on that item. He noted that the November 16, 2021 meeting minutes could be updated to reflect this, if desired by the Commission.

Motion: Recommend approval of the Consent Agenda as presented, with a modification to the November 16, 2021 meeting minutes to include a statement in the motion for the SUP for TK's Place (Regular Agenda Item #1), confirming the Commission's desire to not limit the number of comedy events that could be held each week.

Moved by Commissioner John Meleky, Seconded by Commissioner Robert Catalani

AYE: Chair Eileen Resnik, Vice Chair Tom Souers, Commissioner Robert Catalani, Commissioner Nancy Craig, Commissioner Chris DeFrancisco, Commissioner Denise Fansler, Commissioner John Meleky

Passed

Regular Agenda:

1. Hold a Public Hearing, Present, Discuss, and Consider Action on a **Recommendation regarding an Ordinance for Property Located at 5294 Belt Line Road, Suite 110, currently Zoned Planned Development (PD) through Ordinance O19-022, for a Special Use Permit (SUP) to allow a Restaurant.** Case 1845-SUP/5294 Belt Line Road Suite, 110 (La La Land Kind Café).

Discussion:

Jenifer Tedrick, Planning and Development Manager, presented the Staff Report.

Commissioner Robert Catalani commended the applicant on the appearance of the business sign. He then inquired about the hours of operation and typical demographics of La La Land Kind Café customers.

Francois Reihani, Founder and CEO of La La Kind Café, stated that the operating hours are 6:30 AM to 7 PM, Monday through Sunday. He noted that customer demographics at the Addison location ranges widely, but the majority of visits have come from families.

Commissioner Catalani also asked if the business has performed to anticipated expectations for this location.

Mr. Reihani responded that there had been demand for a location in Addison for some time, which is what prompted his search for this location. Mr. Reihani confirmed that there was a great response to the grand opening announcement, with over 200 people in line for the grand opening event, which occurred several weekends prior to this meeting.

Chair Resnik opened the meeting as a public hearing.

Public Hearing: There were no speakers on this item.

Chair Resnik closed the public hearing.

Motion: Recommend approval of the SUP.

Moved by Commissioner John Meleky, Seconded by Commissioner Robert Catalani

AYE: Chair Eileen Resnik, Vice Chair Tom Souers, Commissioner Robert Catalani, Commissioner Nancy Craig, Commissioner Chris DeFrancisco, Commissioner Denise Fansler, Commissioner John Meleky

Passed

2. Hold a Public Hearing, Present, Discuss, and Consider Action on a **Recommendation regarding an Ordinance Amending Planned Development (PD) District Ordinance O19-22 for a 10.88-Acre property Located at the southeast corner of Belt Line Road and Montfort Drive in order to Modify Use Regulations by allowing Medical Office as a Permitted Use.** Case 1844-Z/Prestonwood Place.

Discussion:

Jenifer Tedrick, Planning and Development Manager, presented the Staff Report.

Commissioner Denise Fansler inquired about the Town's parking requirements for a medical clinic use and what is the tradeoff given the parking requirements for this Planned Development (PD) District.

Ms. Tedrick responded that a medical clinic use is required to maintain a minimum parking ratio of 1 space per 200 square feet of floor area, which is equivalent to the parking requirements for the Prestonwood Place PD zoning district.

Ken Schmidt, Director of Development Services, confirmed the accuracy of Ms. Tedrick's response and added that staff would not recommend a more stringent parking requirement for this use.

Vice Chair Tom Souers requested clarification on the definition of medical clinic and medical office as this request is for medical office, but medical clinic is referenced in the draft Unified Development Code (UDC).

Ms. Tedrick pointed out that it is common for these terms to be used interchangeably and the Town's current Zoning Ordinance defines both uses similarly.

Vice Chair Souers further inquired if the adoption of the UDC, which uses the term medical clinic, would override medical office as this is the use that is being requested with this proposed amendment. He noted that he had concerns with medical office being referred to as a medical clinic, given the term clinic addresses more comprehensive medical care that could include emergency services.

Mr. Schmidt noted that adjustments can be made to the draft UDC related to how medical uses are defined and how we regulate the full range of medical uses, as more intensive uses such as an emergency clinic or laboratory may be most appropriately accommodated in a more commercial setting.

Vice Chair Souers noted that there is an existing medical service use in the shopping center, Planned Parenthood, and inquired about how it is classified and whether One Medical would be similarly classified.

Mr. Schmidt mentioned that medical uses should be viewed based on the types of services offered and hours of operation for the business. He shared that language drafted specifically for One Medical would likely be



compatible with Planned Parenthood's operations, given the similar scale of services provided and hours of operations.

Commissioner Catalani asked if the use could be limited based on hours.

Mr. Schmidt confirmed that it is possible to limit hours of operation of the use and shared an example of language in a PD ordinance adopted in 2020 that modified the Local Retail (LR) District standards by allowing medical office uses and limiting those uses to non-surgical medical uses with operating hours accommodating no more than 18 hour on any given day. Mr. Schmidt suggested that a similar approach could be taken in this case, which would be applicable to and compatible with both One Medical and Planned Parenthood.

Commissioner Catalani asked for the City Attorney's point of view and if she agreed with the staff recommendation to limit the use based on hours of operation and non-surgical medical uses.

Assistant City Attorney, Dana Huffman, noted that limiting hours of operation may not address other concerns that are related to emergency medical services, such as sirens. She further added that limiting medical use based on non-surgical services would require more context to convey the desired intent.

Mr. Schmidt suggested that these concerns could be address by using the term non-emergency medical services. Ms. Huffman agreed with that approach.

Vice Chair Souers asked for the applicant's input on the Commission's discussion.

Kevin Burke, CallisonRTKL, stated that he did not disagree with anything that was being discussed.

Chair Resnik asked about the hours of operation.

Donald Graham, representing One Medical, stated that the hours of operation are 9 AM to 6 PM.

Vice Chair Souers asked if One Medical's business model would be considered non-emergency.

Mr. Graham confirmed and clarified that One Medical is a medical office type use that does not perform out-patient surgeries. Their primary function is as a primary care doctor. He added that their services are

limited to members and that it is not a concierge medical service.

Chair Resnik opened the meeting as a public hearing.

Public Hearing: There were no speakers on this item.

Chair Resnik closed the public hearing.

Motion: Recommend approval of the request to amend PD District Ordinance O19-22 to modify use regulations by allowing medical office as a permitted use with the following conditions:

- The property may be used for medical office uses providing non-emergency services; and
- Medical office uses may be open and operational no longer than 18 hours on any given day.

Moved by Vice Chair Tom Souers, Seconded by Commissioner John Meleky

AYE: Chair Eileen Resnik, Vice Chair Tom Souers, Commissioner Robert Catalani, Commissioner Nancy Craig, Commissioner Chris DeFrancisco, Commissioner Denise Fansler, Commissioner John Meleky

Passed

3. Consider Action on a **Final Plat and Replat of the Vitruvian Park Addition, Block D, Lots 1R, 2R, 3R, 4R and 5, comprising 13.062 Acres located on the Northeast Corner of Marsh Lane and Vitruvian Way, being a Replat of Block D, Lot 1, Vitruvian Park Addition and Final Plat of a 0.3265-Acre Tract situated in the Noah Good Survey** Case R2021-02/Vitruvian Park Addition, Block D.

Discussion:

Ken Schmidt, Director of Development Services, presented the Staff Report.

Mr. Schmidt presented an overview of the proposed plat and its purpose. Mr. Schmidt explained that the Town is required by State law to approve or deny a plat within 30-days of application submittal. During the construction of the Vitruvian West development, an Oncor electric easement was dedicated within the area that is proposed by this plat to be

dedicated as right-of-way for Westgate Lane. In order to work with Town staff and Oncor to address the future abandonment of that electric easement, the applicant is requesting a one-time 30-day extension to consideration of this plat, as permitted by Chapter 212 of the Texas Local Government Code. This extension would give the applicant additional time to work with Town staff to resolve treatment of the electric easement and if approved, consideration of this plat would be placed on the Commission's January agenda.

Chair Resnik noted that Commissioner Fansler has recused herself from participation in this item due to a conflict of interest resulting from her past employment.

Motion: Approval of the 30-day extension request.

Moved by Commissioner Chris DeFrancisco, Seconded by Commissioner Nancy Craig

AYE: Chair Eileen Resnik, Vice Chair Tom Souers, Commissioner Robert Catalani, Commissioner Nancy Craig, Commissioner Chris DeFrancisco, Commissioner John Meleky

Other: Commissioner Denise Fansler (RECUSE)

Passed

## Adjourn Meeting

Chair Resnik thanked the Commission members for allowing her to serve as the Chair.

There being no further business before the Commission, the meeting was adjourned.

**Agenda Caption:**

Consider Action on a **Final Plat and Replat of the Vitruvian Park Addition, Block D, Lots 1R, 2R, 3R, 4R and 5, comprising 13.062 Acres located at the Northeast Corner of Marsh Lane and Vitruvian Way, being a Replat of Block D, Lot 1, Vitruvian Park Addition and Final Plat of a 0.3265-Acre Tract situated in the Noah Good Survey**Case R2021-02/Vitruvian Park Addition, Block D.

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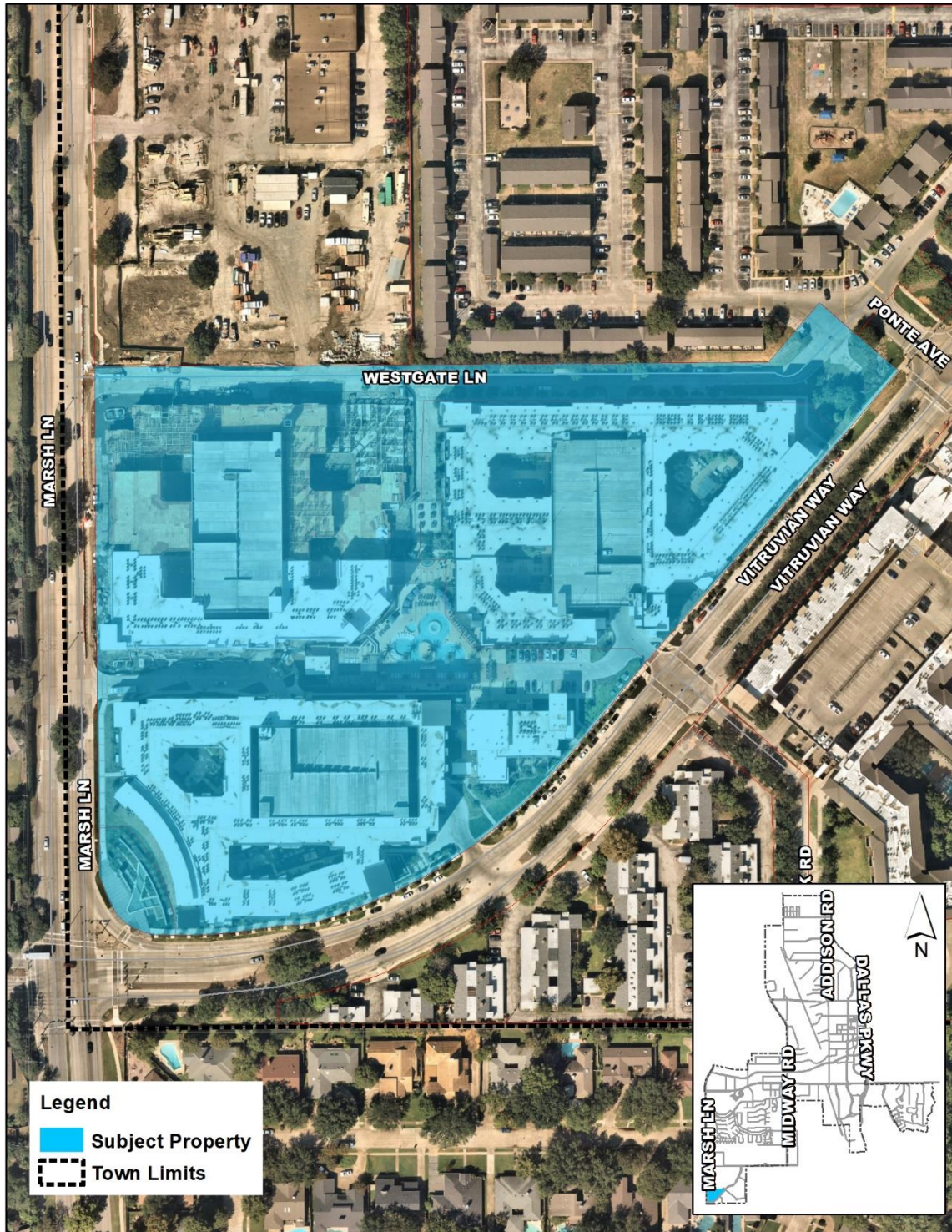
**Attachments**

R2021-02 Staff Report  
R2021-02 Replat

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**Case R2021-02/Vitruvian Park Addition, Block D.** Consider Action on a Final Plat and Replat of the Vitruvian Park Addition, Block D, Lots 1R, 2R, 3R, 4R and 5, comprising 13.062 Acres located at the Northeast Corner of Marsh Lane and Vitruvian Way, being a Replat of Block D, Lot 1, Vitruvian Park Addition and Final Plat of a 0.3265-Acre Tract situated in the Noah Good Survey.

### LOCATION MAP





January 13, 2022

**STAFF REPORT**

RE: Final Plat and Replat/Vitruvian Park Addition, Block D, Lots 1R, 2R, 3R, 4R, and Lot 5

LOCATION: 13.062 acres located at the northeast corner of Marsh Lane and Vitruvian Way

REQUEST: Approval of a Final Plat and Replat

APPLICANT: Joel Massey, Icon Consulting Engineering

DISCUSSION:

Background. The subject property is located at the northeast corner of Marsh Lane and Vitruvian Way. This site previously received development plan approval for the three-phased Vitruvian West multifamily development.

In 2016, a preliminary plat was approved that conceptually depicted the subdivision of the existing Block D, Lot 1 in the Vitruvian Park Addition and the final plat of a small tract of land in the Noah Good Survey that remained unplatted. This plat complies with the approved preliminary plat. This plat proposes to replat the existing lot into four lots and plat the tract located at the northeast corner of Marsh Lane and Vitruvian Way. Additionally, this plat will dedicate right-of-way for Westgate Lane and easements required for the development and use of the property.

At the December 21, 2021 Planning and Zoning Commission meeting, The Commission approved a request for a 30-day extension to the consideration of this plat. This extension was needed to allow the applicant to work through release of an Oncor electric easement that was previously established within the proposed Westgate Lane right-way. Due to Oncor's requirements and procedures for easement abandonment, this easement cannot be released until dedication of the public right-of-way occurs. The applicant has agreed to process the release of the easement following the filing of the plat. Therefore, staff is comfortable proceeding with approval of this plat.

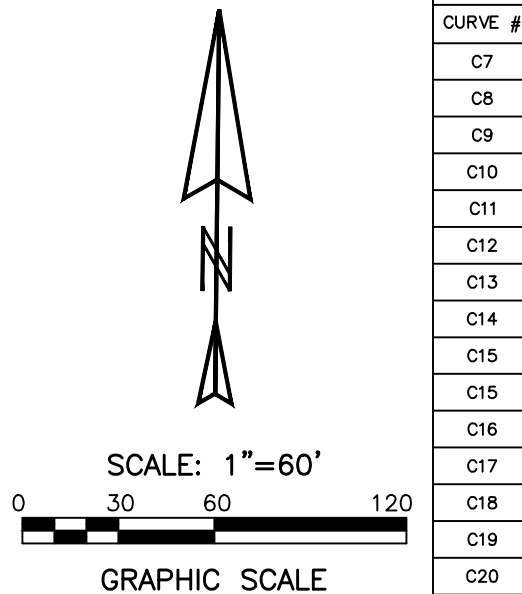
Engineering Review: This plat has been reviewed by Town staff and complies with the Town's subdivision regulations and development standards.

**RECOMMENDATION:**

Staff recommends approval of the proposed Replat and Final Plat of the Vitruvian Park Addition, Block D, Lots 1R, 2R, 3R, 4R, and Lot 5.

**LEGEND**

Found Iron Rod Set 5/8" Iron Rod with a plastic cap stamped "WESTWOOD PS"

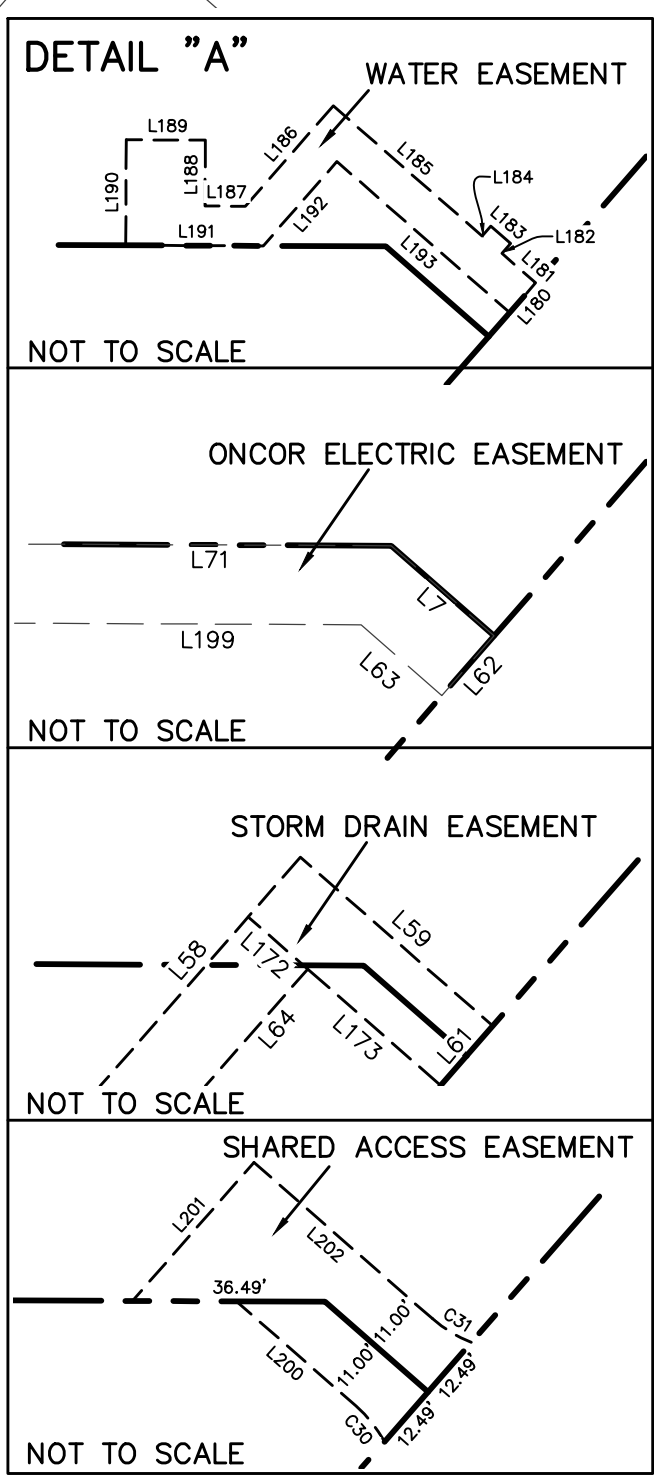
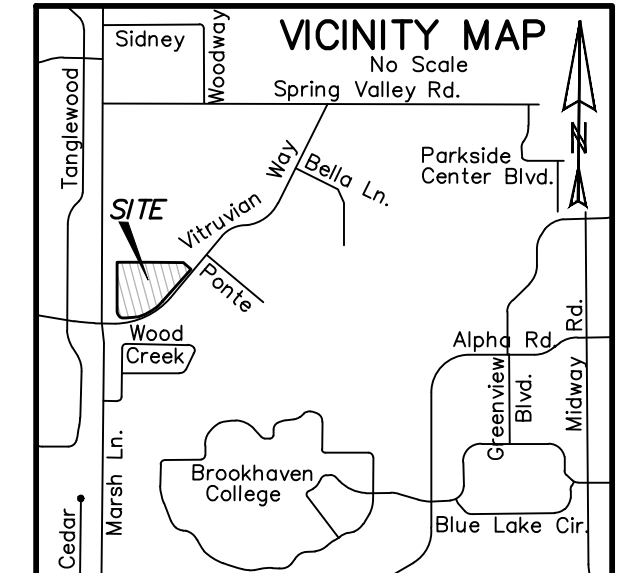
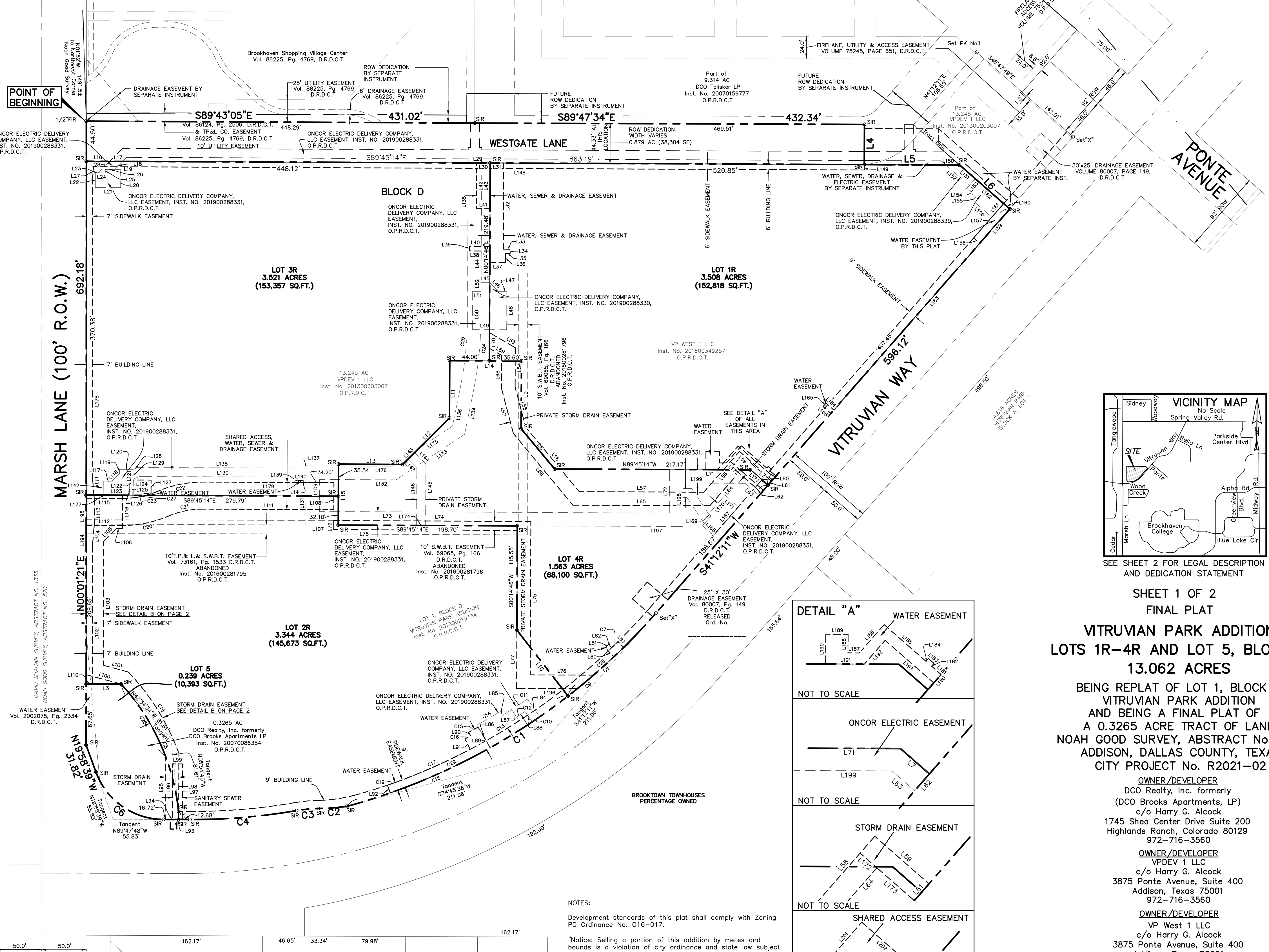


NUM	BEARING	DISTANCE
L1	N89°47'48"W	29.40'
L2	N00°12'12"E	9.00'
L3	N89°58'39"W	36.88'
L4	S00°14'46"W	44.52'
L5	S89°45'14"E	105.78'
L6	S48°47'49"E	74.03'
L7	N48°47'49"W	25.94'

NUM	BEARING	DISTANCE
L8	N39°41'00"W	58.13'
L9	N00°14'46"E	75.17'
L10	S37°49'10"E	92.67'
L11	S00°14'46"W	63.59'
L12	S45°14'46"W	73.21'
L13	N89°45'14"W	71.12'
L14	N89°45'14"W	79.60'
L15	N00°14'46"E	67.64'

NUM	DELTA	ARC	RADIUS	CHORD BEARING	CHORD	TANGENT BEARING		
						E	W	TANGENT
C1	33°33'27"	409.98'	700.00'	S57°58'54"W	404.15'	SEE DRAWING	SEE DRAWING	SEE DRAWING
C2	06°19'56"	32.05'	290.00'	S85°42'52"W	32.03'	S82°32'54"W	S88°52'50"W	16.04'
C3	08°41'54"	24.29'	160.00'	S84°31'53"W	24.27'	S88°52'50"W	S80°10'56"W	12.17'
C4	10°01'16"	118.85'	679.51'	S85°11'34"W	118.70'	S80°10'56"W	N89°47'48"W	59.58'
C5	36°39'54"	157.61'	246.30'	N24°14'37"W	154.94'	SEE DRAWING	SEE DRAWING	SEE DRAWING
C6	69°49'09"	97.49'	80.00'	N54°53'13"W	91.57'	SEE DRAWING	SEE DRAWING	SEE DRAWING

LINE #	LENGTH	BEARING
L16	25.78	S89°45'14"E
L17	14.14	S89°45'14"E
L18	12.73	S45°14'46"W
L19	7.18	S89°45'14"E
L20	20.00	S00°14'46"W
L21	28.00	N89°45'14"W
L22	16.25	N00°14'46"E
L23	2.93	S89°45'14"E
L24	8.07	N89°45'14"W
L25	3.75	S00°14'46"W
L26	9.82	N89°45'14"W
L27	11.61	S04°55'42"W
L28	18.03	N45°14'46"E
L29	15.00	S89°45'14"E
L30	15.00	S89°45'14"E
L31	15.00	S89°45'14"E
L32	95.50	S00°14'46"W
L33	7.50	N89°45'14"W
L34	5.00	N00°14'46"E
L35	5.00	S89°45'14"E
L36	10.00	S00°14'46"W
L37	17.50	N89°45'14"W
L38	22.50	S89°45'14"E
L39	5.00	S00°14'46"W
L40	22.50	N89°45'14"W
L41	15.00	N89°45'14"W
L42	50.76	N00°14'46"E
L43	50.76	S00°14'46"W
L44	172.54	S00°14'46"W
L45	9.14	N89°45'14"W
L46	14.14	N44°51'14"E
L47	9.36	S89°45'14"E
L48	42.29	S00°14'46"W
L49	38.00	N89°45'14"W
L50	42.29	N00°14'46"E
L51	9.50	S89°45'14"E
L52	10.00	N00°14'46"E
L53	33.10	S89°45'14"E
L54	43.50	S00°14'46"W
L55	46.08	S14°45'14"E
L56	93.10	S39°40'59"E
L57	138.16	S89°45'14"E
L58	60.18	N41°21'11"E
L59	48.50	S48°47'48"E
L60	25.94	S48°47'48"E
L61	15.00	S41°12'11"W
L62	15.00	S41°11'48"W
L63	20.34	N48°47'49"W
L64	52.02	S41°12'11"W
L65	152.01	N89°45'14"W
L66	103.42	N39°40'59"W
L67	51.38	N14°45'14"W
L68	36.81	N00°14'46"E
L69	15.78	S89°45'14"W
L70	17.32	N00°14'46"E
L71	89.61	S89°45'14"E
L72	48.25	N00°14'46"E
L73	388.33	S89°45'14"E
L74	218.70	S89°45'14"E
L75	170.25	S00°14'46"W
L76	70.29	S89°45'14"E
L77	175.25	N00°14'46"E
L78	203.70	N89°45'14"W



**NOTES:**  
 Development standards of this plat shall comply with Zoning PD Ordinance No. 016-017.  
 "Notice: Selling a portion of this addition by metes and bounds is a violation of city ordinance and state law subject to fines and withholding of utilities and building permits."  
 Placement of street trees shall not interfere with the placement of traffic control devices or visibility at intersections. Existing and future traffic control devices may require the removal or preclude the planting of street trees.  
 Property is located in Zone "X" (areas determined to be outside the 500 year Floodplain) according to FEMA FIRM Panel No. 48113C0190K, Date July 7, 2014.

PHASE	LOTS
1	1, 4 & 5
2	2
3	3

**SHEET 1 OF 2  
 FINAL PLAT  
 VITRUVIAN PARK ADDITION  
 LOTS 1R-4R AND LOT 5, BLOCK D  
 13.062 ACRES  
 BEING REPLAT OF LOT 1, BLOCK D  
 VITRUVIAN PARK ADDITION  
 AND BEING A FINAL PLAT OF  
 A 0.3265 ACRE TRACT OF LAND  
 NOAH GOOD SURVEY, ABSTRACT No. 520  
 ADDISON, DALLAS COUNTY, TEXAS  
 CITY PROJECT No. R2021-02**

**OWNER/DEVELOPER**  
 DCO Realty, Inc. formerly  
 (DCO Brooks Apartments, LP)  
 c/o Harry G. Alcock  
 1745 Shea Center Drive Suite 200  
 Highlands Ranch, Colorado 80129  
 972-716-3560

**OWNER/DEVELOPER**  
 VPDEV 1 LLC  
 c/o Harry G. Alcock  
 3875 Ponte Avenue, Suite 400  
 Addison, Texas 75001  
 972-716-3560

**OWNER/DEVELOPER**  
 VP West 1 LLC  
 c/o Harry G. Alcock  
 3875 Ponte Avenue, Suite 400  
 Addison, Texas 75001  
 972-716-3560

**Westwood** Survey Firm No. 10074301  
 Westwood Professional Services, Inc.  
 Phone (214) 473-4640 2901 North Dallas Pkwy., Ste. 400  
 TollFree (888) 937-5150 Plano, TX 75093  
 LYNN KADLECK (214) 473-4642

NOTES

The bearing basis for this plat is a bearing of S 26°18'00" W for Brookhaven Club Drive (now Vitruvian Way) as indicated in the deed to DCO Clipper Pointe, LP as recorded in County Clerk Instrument No. 20070170325, Deed Records of Dallas County, Texas.

SURVEYOR'S CERTIFICATE

STATE OF TEXAS }

I, L. LYNN KADLECK, a Registered Professional Land Surveyor, in the State of Texas, do hereby certify that I have prepared this plat from an actual on the ground survey of the land, and the monuments shown hereon were found and placed under my personal supervision in accordance with the platting rules and regulations of the City Plan Commission of the Town of Addison.

Dated this the \_\_\_\_\_ day of \_\_\_\_\_, 2022.



FOR REVIEW ONLY NOT FOR RECORDING

L. LYNN KADLECK Registered Professional Land Surveyor No. 3952

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 L. Lynn Kadleck, 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 considerations therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the \_\_\_\_ day of \_\_\_\_\_, 2022.

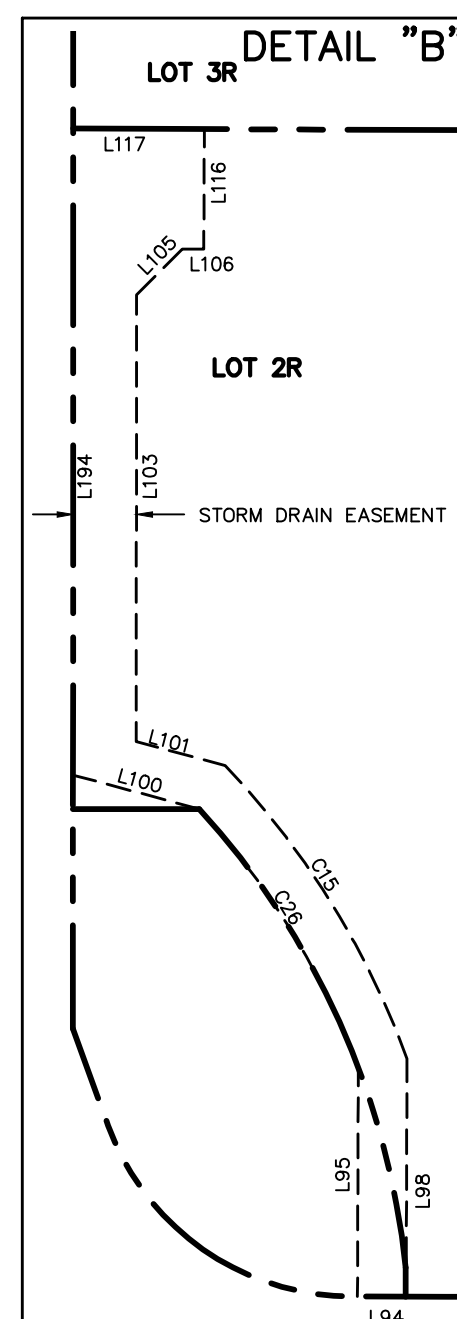
Notary Public, State of Texas

CERTIFICATE OF APPROVAL

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2022 by Town of Addison, Texas.

Chair, Planning and Zoning Commission

City of Secretary



OWNER'S CERTIFICATE STATE OF TEXAS COUNTY OF DALLAS

WHEREAS, VPDEV 1 LLC, VP West 1, LLC and DCO Realty, Inc. (formerly DCO Brooks Apartments, LP), are the owners of a tract or parcel of land situated in the Noah Good Survey, Abstract No. 520, Town of Addison, Dallas County, Texas, said tract being part of a 13.245 acre tract of land conveyed to VPDEV 1 LLC by deed recorded in County Clerk Instrument Number 201300203007, Official Public Records of Dallas County, Texas and being part of a tract of land conveyed to VP West 1, LLC, by deed of record in Instrument No. 201600349257, of said Official Public Records, and being all of Lot 1, Block D, Vitruvian Park Addition, an addition to the City of Addison, Dallas County, Texas according to the plat thereof, recorded in Instrument Number 201300219334, of said Official Public Records, and being all of a 0.3265 acre tract of land conveyed to DCO Realty, Inc. (formerly DCO Brooks Apartments, LP), by deed of record in Instrument No. 2007008635, of the Official Public Records of Dallas County, Texas, and as affected by ownership name change from DCO Brooks Apartments LP and DCO Gessner Development LP to DCO Realty, Inc. by Certificate of Merger filed with the Delaware Secretary of State on December 31, 2013 and signed by the Delaware Secretary of State on January 2, 2014; and being more particularly described as follows:

BEGINNING at a found 1/2 inch iron rod for a corner in the east line of Marsh Lane (a 100 foot right of way), said point being the southwest corner of Brookhaven Shopping Center addition as recorded in Volume 86225, Page 4769, Deed Records of Dallas County, Texas and being the northwest corner of the said 13.245 acre tract;

THENCE, S 89°43'05" E, departing the east line of Marsh Lane and with the south line of the said Brookhaven Shopping Center addition, a distance of 431.02 feet to a set 5/8 inch iron rod with a plastic cap stamped "WESTWOOD PS" for a corner, said point being the southeast corner of the said Brookhaven Shopping Center addition and the southwest corner of a called 9.314 acre tract of land conveyed to DCO Talisker, LP by deed recorded in County Clerk Instrument Number 20070159777, Official Public Records of Dallas County, Texas;

THENCE, S 89°47'34" E, with the south line of the said 9.314 acre tract, a distance of 432.34 feet to a set 5/8 inch iron rod with a plastic cap stamped "WESTWOOD PS" for a corner;

THENCE, S 00°14'46" W, departing the said common line, a distance of 44.52 feet to a to a set 5/8 inch iron rod with a plastic cap stamped "WESTWOOD PS" for a corner;

THENCE, S 89°45'14" E, a distance of 113.41 feet to a to a set 5/8 inch iron rod with a plastic cap stamped "WESTWOOD PS" for a corner;

THENCE, S 48°47'49" E, a distance of 68.27 feet to a to a set 5/8 inch iron rod with a plastic cap stamped "WESTWOOD PS" for a corner in the north right-of-way line of Vitruvian Way;

THENCE, the following courses and distances with the northwest and north line of Vitruvian Way.

- S 41°12'11" W, a distance of 601.12 feet to a set "x" cut on concrete pavement at the beginning of a tangent curve to the right with a central angle of 33°33'27", a radius of 700.00 feet, a chord bearing of S 57°58'54" W and a chord distance of 404.15 feet;

- Southwesterly, along said curve, an arc distance of 409.98 feet to a set 5/8 inch iron rod with a plastic cap stamped "WESTWOOD PS" at the beginning of a compound curve to the right with a central angle of 06°19'56", a radius of 290.00 feet, a chord bearing of S 85°42'52" W and a chord distance of 32.03 feet;

- Southwesterly, along said curve, an arc distance of 32.05 feet to a set 5/8 inch iron rod with a plastic cap stamped "WESTWOOD PS" at the beginning of a reverse curve to the left with a central angle of 08°41'54", a radius of 160.00 feet, a chord bearing of S 84°31'53" W and a chord distance of 24.27 feet;

- Southwesterly, along said curve, arc distance of 24.29 feet to a set 5/8 inch iron rod with a plastic cap stamped "WESTWOOD PS" at the beginning of a reverse curve to the right with a central angle of 10°01'16", a radius of 679.51 feet, a chord bearing of S 85°11'34" W and a chord distance of 118.70 feet;

- Southwesterly, along said curve, an arc distance of 118.85 feet to a set 5/8 inch iron rod with a plastic cap stamped "WESTWOOD PS" at the point of tangency;

- N 89°47'48" W, a distance of 29.40 feet to a set 5/8 inch iron rod with a plastic cap stamped "WESTWOOD PS" for a corner, departing the north line of Vitruvian Way, at the beginning of a tangent curve to the right with a central angle of 69°49'09", a radius of 80.00 feet, a chord bearing of N 54°53'13" W and a chord distance of 91.57 feet;

- Northwesterly, along said curve, an arc distance of 97.49 feet to a set 5/8 inch iron rod with a plastic cap stamped "WESTWOOD PS" at the point of tangency;

THENCE, N 19°58'39" W, a distance of 31.82 feet to a set 5/8 inch iron rod with a plastic cap stamped "WESTWOOD PS" at the east line of said Marsh Lane;

THENCE, N 00°01'21" E, with the east line of Marsh Lane a distance of 692.18 feet to the Point of Beginning and Containing 569,002 square feet or 13.062 acres of land.

OWNER'S DEDICATION STATEMENT

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That VPDEV 1 LLC, VP West 1, LLC and DCO Realty, Inc.(formerly DCO Brooks Apartments LP). ("Owners") do hereby adopt this plat designating the hereinabove property as Lots 1R-4R and Lot 5, Block D, VITRUVIAN PARK ADDITION, 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 easements 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, electric, 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 being 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, it is understood 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.

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 platting ordinances, rules, regulations and resolutions of the Town of Addison, Texas.

WITNESS, MY HAND AT Highlands Ranch, Colorado, this the \_\_\_\_ day of \_\_\_\_\_, 2022.

By: VPDEV 1 LLC a limited liability company

VP West 1 LLC a limited liability company

DCO Realty, Inc.

By: Harry G. Alcock, Authorized Agent

THE STATE OF COLORADO§ COUNTY OF DOUGLAS §

BEFORE ME, the undersigned, a Notary Public in and for the State of Colorado, on this day personally appeared Harry G. Alcock, authorized agent for VP West 1 LLC, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that the same was the act of the said VP West 1 LLC and 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 \_\_\_\_\_, 2022.

Notary Public, State of Colorado

THE STATE OF COLORADO§ COUNTY OF DOUGLAS §

BEFORE ME, the undersigned, a Notary Public in and for the State of Colorado, on this day personally appeared Harry G. Alcock, authorized agent for VPDEV 1 LLC, known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that the same was the act of the said VPDEV 1 LLC and 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 \_\_\_\_\_, 2022.

Notary Public, State of Colorado

THE STATE OF COLORADO§ COUNTY OF DOUGLAS §

BEFORE ME, the undersigned, a Notary Public in and for the State of Colorado, on this day personally appeared Harry G. Alcock, authorized agent for DCO Realty, Inc., known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that the same was the act of the said DCO Realty, Inc. and 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 \_\_\_\_\_, 2022.

Notary Public, State of Colorado

OWNER/DEVELOPER DCO Realty, Inc. formerly VP West 1 LLC c/o Harry G. Alcock 1745 Shea Center Drive Suite 200 Highlands Ranch, Colorado 80129 972-716-3560

OWNER/DEVELOPER VP West 1 LLC c/o Harry G. Alcock 3875 Ponte Avenue, Suite 400 Addison, Texas 75001 972-716-3560

OWNER/DEVELOPER VPDEV 1 LLC c/o Harry G. Alcock 3875 Ponte Avenue, Suite 400 Addison, Texas 75001 972-716-3560

SHEET 2 OF 2 FINAL PLAT VITRUVIAN PARK ADDITION LOT 1R-4R AND LOT 5, BLOCK D 13.062 ACRES BEING REPLAT OF LOT 1, BLOCK D VITRUVIAN PARK ADDITION AND ALL OF A 0.3265 ACRE TRACT OF LAND NOAH GOOD SURVEY, ABSTRACT No. 520 ADDISON, DALLAS COUNTY, TEXAS CITY PROJECT No. R2021-02

Westwood Survey Firm No. 10074301 westwoodps.com Westwood Professional Services, Inc. Phone (214) 473-4640 2901 North Dallas Pkwy., Ste. 400 Addison, Texas 75001 TollFree (888) 937-5150 Plano, TX 75093 LYNN KADLECK (214) 473-4642

FILED \_\_\_\_\_ CC INST.# \_\_\_\_\_ O.P.R.D.C.T. DATE: January 12, 2022 KA JOB #3045-A



## Planning & Zoning Commission

4.

Meeting Date: 01/18/2022

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### **Agenda Caption:**

Discuss and Consider Action on **Election of a Chair and Vice Chair for the Planning and Zoning Commission.**

### **Staff Report:**

Staff requests that the Commission discuss and take action to elect a Chair and Vice Chair of the Planning and Zoning Commission for the 2022 calendar year. In 2021, Commissioner Resnik served as the Chair and Commissioner Souers served as the Vice Chair. Commissioner Resnik vacated her position on the Commission on December 31, 2021.

At the January 6, 2022 Planning and Zoning Commission organizational meeting, Vice Chair Souers communicated interest in serving as the Chair and Commissioner DeFrancisco communicated interest in serving as Vice Chair.

### **Recommendation:**

Staff requests direction from the Commission.

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**Agenda Caption:**

Present, Discuss, and Consider Action on a **Replat and Site Plan for the Prairie Medical Addition, Block 1, Lot 1 for a Medical Office Building on 1.17 Acres Located at the Northwest Corner of the Easternmost Segment of Beltway Drive, 350 Feet South of Belt Line Road** Case R2021-03 and SP2021-01/4551 Beltway Drive.

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**Attachments**

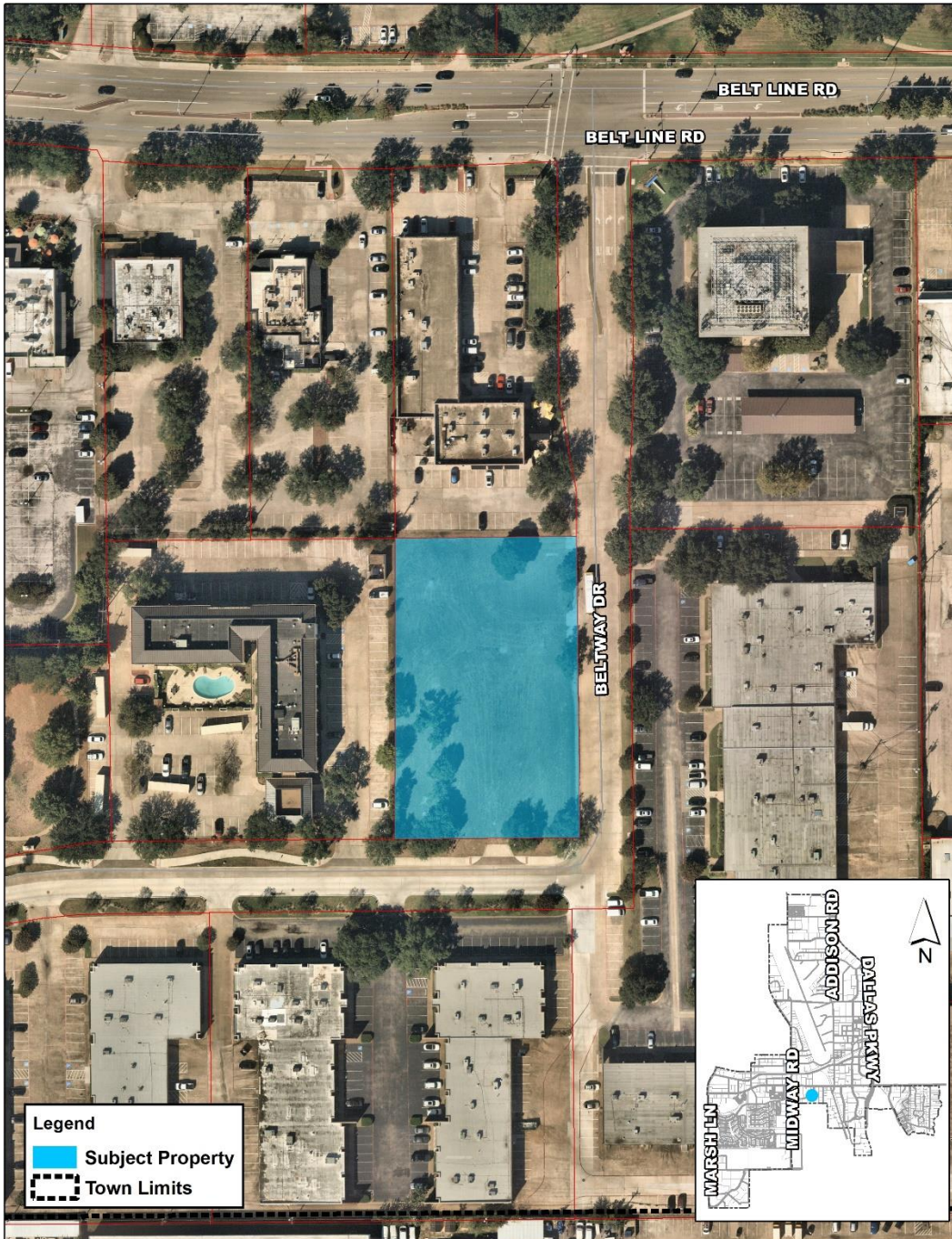
R2021-03 & SP2021-01 Staff Report  
SP2021-01 Plans  
R2021-03 Replat

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# R2021-03 & SP2021-01

**Case R2021-03 and SP2021-01/4551 Beltway Drive.** Present, Discuss, and Consider Action on a Replat and Site Plan for the Prairie Medical Addition, Block 1, Lot 1 for a Medical Office Building on 1.17 Acres Located at the Northwest Corner of the Easternmost Segment of Beltway Drive, 350 Feet South of Belt Line Road.

## LOCATION MAP





January 13, 2022

## STAFF REPORT

RE: R2021-03 and SP2021-01/4551 Beltway Drive

LOCATION: 4551 Beltway Drive

REQUEST: Approval of a replat and site plan for a medical office building on a 1.17-acre property located at the northwest corner of the easternmost segment of Beltway Drive

APPLICANT: Jim Riley, BDD Engineering

DISCUSSION:

Background: The applicant has submitted a replat request with concurrent review of a site plan for a 3,200 square foot medical office building on the 1.17-acre property located at 4551 Beltway Drive.

The site was rezoned from Local Retail (LR) to Commercial-1 (C-1) District on August 10, 2021. At the time of rezoning, the Planning and Zoning Commission also approved a concept plan application that demonstrated compliance with the C-1 zoning district and development standards. While more detailed site planning considerations have necessitated minor plan refinements, the proposed site plan is in conformance with the approved concept plan.

Proposed Plan: The proposed floor plan shows a 3,200 square foot single-tenant medical office layout, which includes a waiting room with reception at the main public entry of the building, three consultation rooms, four examinations rooms, and the remainder being administrative space.

This floor plan depicts a layout that would be in line with the definition of medical office use in the Town's Zoning Ordinance. While an end-user is not known at this time, this speculative medical building may be occupied by a general medical office that does not include surgical procedures or other hospital related operations.

Parking: The C-1 zoning district requires one parking space per 200 square feet of floor area for medical clinic uses. For this 3,200-square foot building, a total of 16 parking spaces must be provided. This site plan meets and exceeds this requirement by providing 24 parking spaces.

Exterior Facades: This single-story building will achieve a maximum height of 20 feet with the exterior being primarily brick along the base and main entry, and stucco above. The east and south facades facing the street will feature metal panel over the large storefront to create a prominent entry and visibility into the main entry. All roof mounted mechanical equipment will be screened from all sides of the building with the parapets. Additionally, screening for the solid

waste container will be constructed to complement the primary building materials through the provision of a brick masonry enclosure and metal panel doors.

Landscaping and Streetscape: The Town's Landscape Ordinance requires that properties developed under the C-1 zoning district provide 20 percent of the lot area as landscape within the site, in addition to a minimum 20-foot landscape buffer along the street frontage and a minimum of 5 percent of interior landscape planting in the parking lot. The landscape plan exceeds the requirements of the landscape ordinance with almost 64 percent of the site being landscape area, primarily along the north and south sides of the lot. The landscape area includes the preservation of seven trees – six on the south side of the site and one on the north side.

In accordance with the Trails Master Plan and Master Transportation Plan, an eight-foot sidewalk is proposed along Beltway Drive. Due to conflicts with construction to upgrade the waterline that will be replaced as a component of these improvements, street trees will be provided on private property (behind the sidewalk) to avoid conflicts with the new waterline. All parking will be screened from the public street with the installation of shrubs along both frontages. A six-foot tall wood fence is proposed to screen the adjacent parking areas to the north and west.

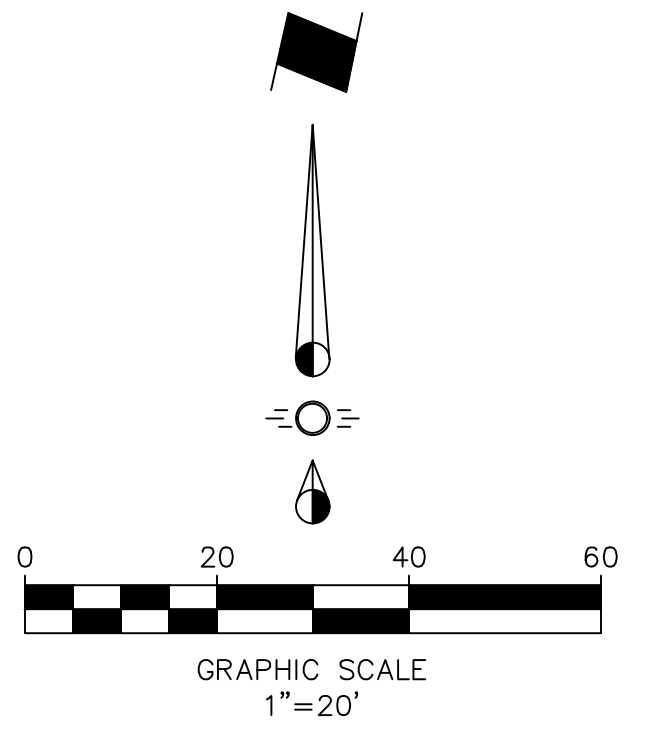
Replat: The proposed replat will establish a single lot, Prairie Medical Addition Lot 1, Block 1, out of the Beltway Office Park Tract III, originally platted in 1977, and will dedicate easements for the required infrastructure improvements necessary for the development of this site.

This replat will also dedicate four feet of right-of-way along the entire frontage of Beltway Drive, which represents this applicant's required portion for the overall right-of-way width of 68-feet required by the Master Transportation Plan. This additional street right-of-way will encompass most of the new eight-foot sidewalk that will be constructed with the medical office building. However, a four-foot pedestrian easement will be dedicated along the eastern boundary of the lot due to a portion of the public sidewalk being constructed on private property.

**RECOMMENDATION: APPROVAL**

The overall design and scale of the medical office is compatible with the existing built environment along Beltway Drive, and it fully complies with the C-1 zoning district and applicable Town development standards.

Staff recommends approval of this replat and site plan.



SITE DATA SUMMARY TABLE	
ZONING:	C-1
PROPOSED USE:	MEDICAL OFFICE
GROSS LOT AREA	50,964 SQ. FT. 1.170 ACRES
BUILDING AREA	3,200 SQ. FT.
BUILDING HEIGHT (T.O. PARAPET)	20'-0"
LOT COVERAGE	0.06:1
PARKING REQUIRED (1/200 SF)	16
PARKING PROVIDED	24
IMPERVIOUS SURFACE	19,805 SQ. FT. or 38.9%

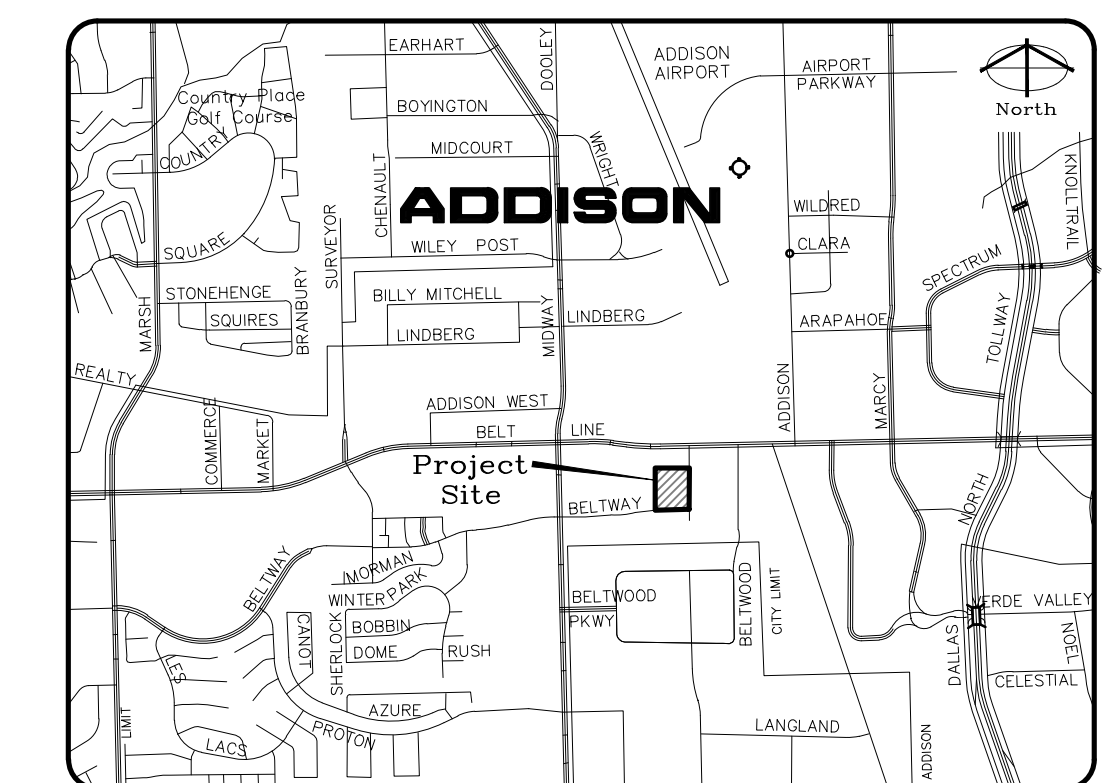
NOTE:  
HANDICAP PARKING IS PROVIDED IN ACCORDANCE WITH ADA STANDARDS.

- GENERAL NOTES:**
- Any revision to this plan will require town approval and will require revisions to any corresponding plans to avoid conflicts between plans.
  - Existing 8" water adjacent to site shall be removed and replaced with 8" PVC.
  - Buildings with an aggregate sum of 5,000 square feet or greater on a lot shall have automatic fire sprinklers installed throughout all structures. Alternative fire protection measures may be approved by the Fire Department.
  - All signage is subject to Town approval and separate permit.
  - All fences and retaining walls are subject to Building Inspection Division approval.

WATER METER SCHEDULE		
NO.	SIZE	DESCRIPTION
1	2"	DOMESTIC
2	1"	IRRIGATION

NOTE:  
THIS PROJECT DOES NOT LIE WITHIN THE FEMA 100 YEAR FLOOD PLAIN.

NOTE:  
THIS PLAN CONFORMS WITH DESIGN STANDARDS INCLUDED IN THE TOWN OF ADDISON TRANSPORTATION PLAN, WATER SYSTEM REQUIREMENTS, WASTE WATER SYSTEM REQUIREMENTS, AND DRAINAGE CRITERIA MANUAL.



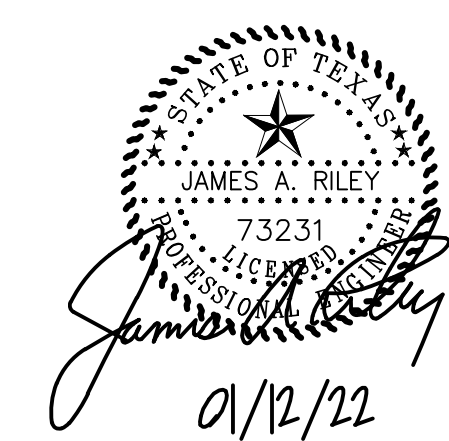
**VICINITY MAP**  
N.T.S. MAPSCO 14C

ACTION	
APPROVED	DENIED
STAFF	DATE
INITIALS	DATE
COUNCIL	DATE
INITIALS	DATE

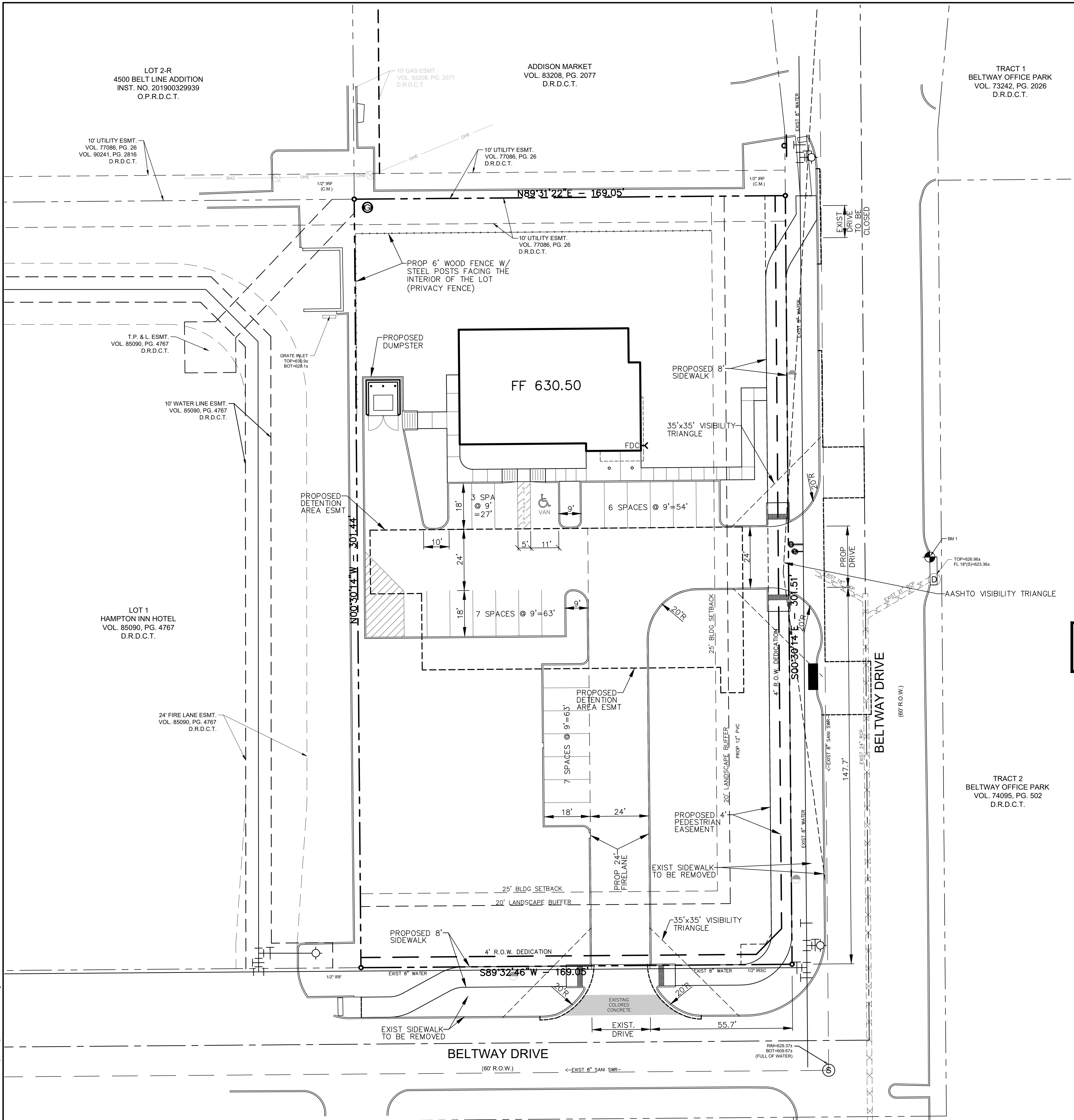
See the Staff Approval Letter or Council Result Memo for any conditions associated with the approval of the project.

**SITE PLAN**  
**4551 BELTWAY DRIVE**  
1.170 ACRES  
PART OF TRACT III, BELTWAY PARK ADDITION  
out of the  
ELISHA FIKE SURVEY, ABSTRACT NO. 478  
TOWN OF ADDISON, DALLAS COUNTY, TEXAS

DATE: JANUARY 12, 2022  
TOWN PROJECT NO. SP2021-01



- |   |   |   |  |   |  |
|---|---|---|--|---|--|
| <b>OWNER</b><br>WANNEE & KITTIKHA VICHYASTIT<br>1729 IRVING BOULEVARD<br>DALLAS, TEXAS 75207<br>(214)627-1629 | <b>APPLICANT</b><br>WANNEE & KITTIKHA VICHYASTIT<br>1729 IRVING BOULEVARD<br>DALLAS, TEXAS 75207<br>(214)627-1629 | <b>ARCHITECT</b><br>THRASHER WORKS, LLC<br>509 N. WINNETKA AVENUE<br>SUITE 201B<br>DALLAS, TEXAS 75208<br>(214)293-3498 | <b>LANDSCAPE</b><br>SMR LANDSCAPE ARCHITECTS, INC<br>1708 NORTH GRIFFIN STREET<br>DALLAS, TEXAS 75202<br>(214)871-0083 | <b>ENGINEER</b><br>BROCKETTE DAVIS DRAKE, INC<br>4144 N. CENTRAL EXPRESSWAY<br>SUITE 1100<br>DALLAS, TEXAS 75204<br>(214)824-3647 | <b>SURVEYOR</b><br>VOTEX SURVEYING<br>10440 N. CENTRAL EXPRESSWAY<br>SUITE 800<br>DALLAS, TEXAS 75231<br>(469)333-8831 |
|---|---|---|--|---|--|



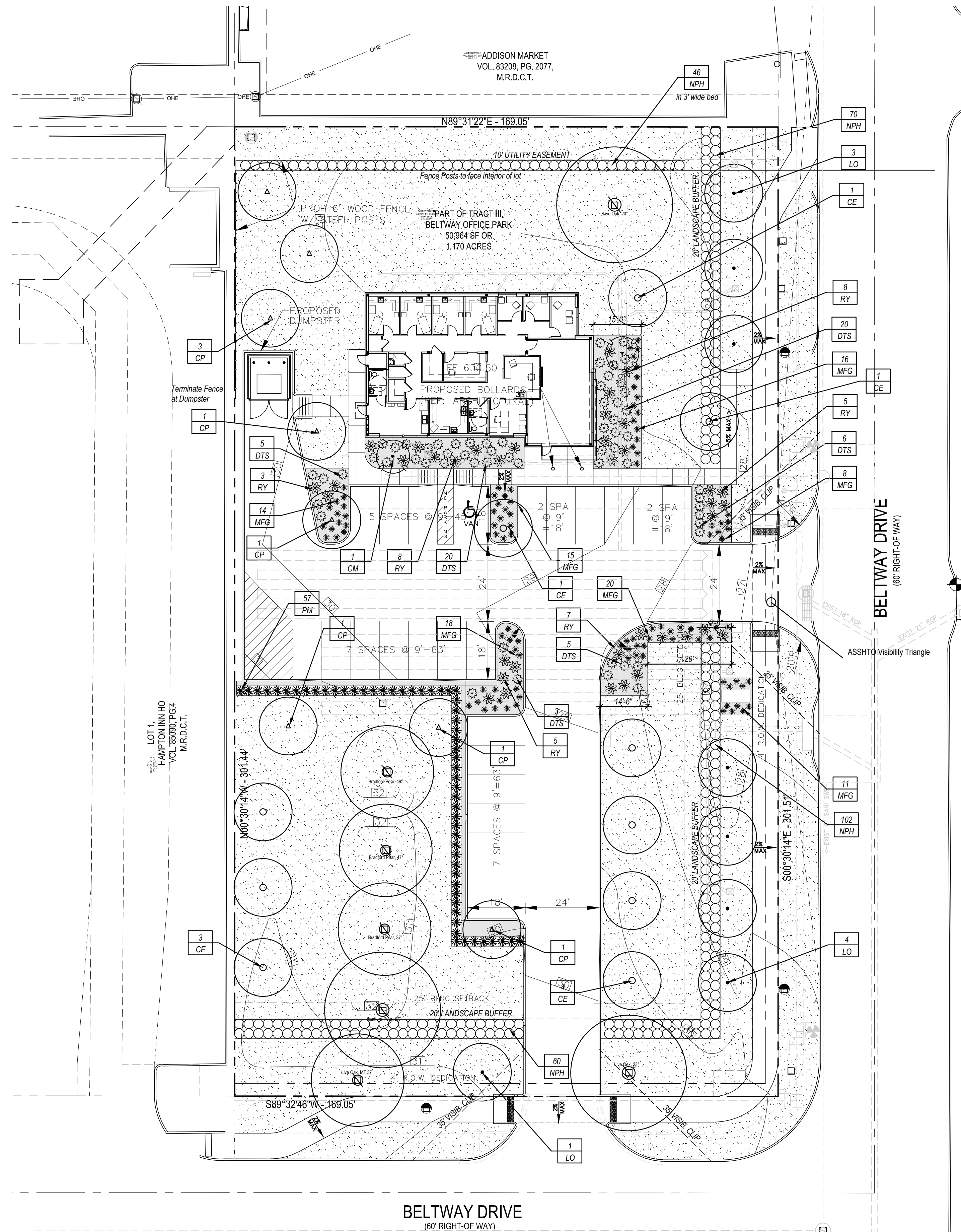
**BENCHMARKS**  
Square cut set on the top of curb at the northwest corner of a curb inlet on the east side of Beltway Drive.  
ELEVATION = 626.97

TRACT 5  
BELTWAY OFFICE PARK  
VOL. 78072, PG. 1167  
D.R.D.C.T.

TRACT 2  
BELTWAY OFFICE PARK  
VOL. 74095, PG. 502  
D.R.D.C.T.

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**LANDSCAPE NOTES**

- Contractor shall verify all existing and proposed site elements and notify Architect of any discrepancies. Survey data of existing conditions was supplied by others.
- Contractor shall locate all existing underground utilities and notify Architect of any conflicts. Contractor shall exercise caution when working in the vicinity of underground utilities.
- Contractor is responsible for obtaining all required landscape and irrigation permits.
- Contractor to provide a minimum 2% slope away from all structures.
- All planting beds and lawn areas to be separated by steel edging. No steel to be installed adjacent to sidewalks or curbs.
- All landscape areas to be 100% irrigated with an underground automatic irrigation system and shall include rain and freeze sensors.
- All lawn areas to be Solid Sod Bermudagrass, unless otherwise noted on the drawings.

**MAINTENANCE NOTES**

- The Owner, tenant and their agent, if any, shall be jointly and severally responsible for the maintenance of all landscape.
- All landscape shall be maintained in a neat and orderly manner at all times. This shall include mowing, edging, pruning, fertilizing, watering, weeding and other such activities common to landscape maintenance.
- All landscape areas shall be kept free of trash, litter, weeds and other such material or plants not part of this plan.
- All plant material shall be maintained in a healthy and growing condition as is appropriate for the season of the year.
- All plant material which dies shall be replaced with plant material of equal or better value.
- Contractor shall provide separate bid proposal for one year's maintenance to begin after final acceptance.

**GENERAL LAWN NOTES**

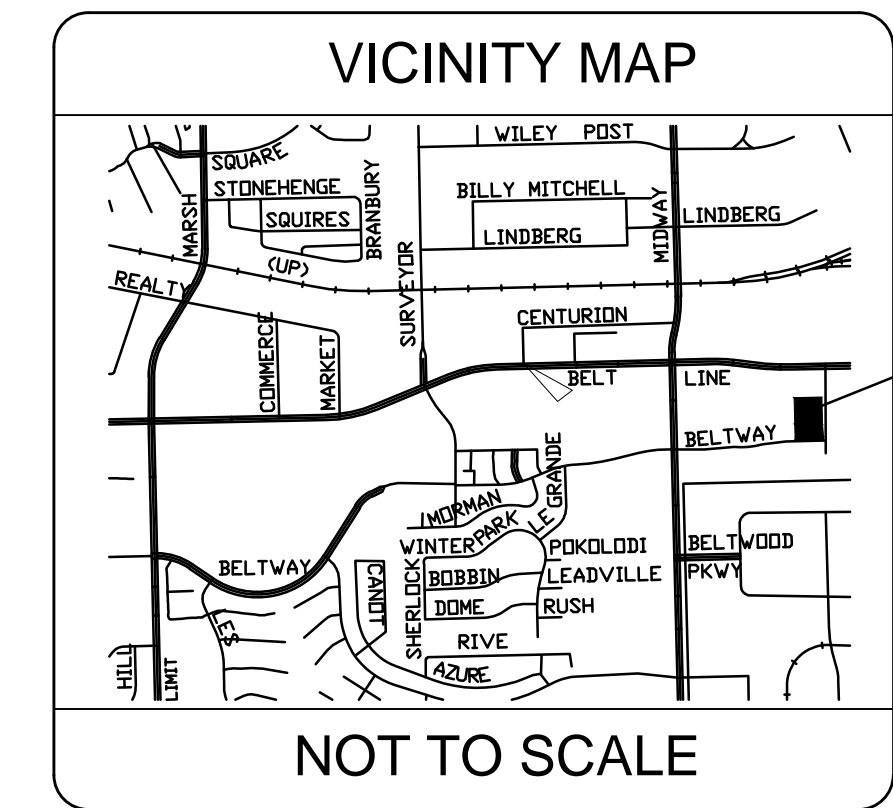
- Fine grade areas to achieve final contours indicated on civil plans.
- Adjust contours to achieve positive drainage away from buildings. Provide uniform rounding at top and bottom of slopes and other breaks in grade. Correct irregularities and areas where water may stand.
- All lawn areas to receive solid sod shall be left in a maximum of 1" below final finish grade. Contractor to coordinate operations with on-site Construction Manager.
- Imported topsoil shall be natural, friable soil from the region, known as bottom and soil, free from lumps, clay, toxic substances, roots, debris, vegetation, stones, containing no salt and black to brown in color.
- All lawn areas to be fine graded, irrigation trenches completely settled, and finish grade approved by the Owner's Construction Manager or Architect prior to installation.
- All rocks 3/4" diameter and larger, dirt clods, sticks, concrete spoils, etc. shall be removed prior to placing topsoil and any lawn installation.
- Contractor shall provide (1") one inch of imported topsoil on all areas to receive lawn.

**SOLID SOD NOTES**

- Fine grade areas to achieve final contours indicated. Leave areas to receive topsoil 3" below final desired grade in planting areas and 1" below final grade in turf areas.
- Adjust contours to achieve positive drainage away from buildings. Provide uniform rounding at top and bottom of slopes and other breaks in grade. Correct irregularities and areas where water may stand.
- All lawn areas to receive solid sod shall be left in a maximum of 1" below final finish grade. Contractor to coordinate operations with on-site Construction Manager.
- Contractor to coordinate with on-site Construction Manager for availability of existing topsoil.
- Plant sod by hand to cover indicated area completely. Insure edges of sod are touching. Top dress joints by hand with topsoil to fill voids.
- Roll grass areas to achieve a smooth, even surface, free from unnatural undulations.
- Water sod thoroughly as sod operation progresses.
- Contractor shall maintain all lawn areas until final acceptance. This shall include, but not limited to: mowing, watering, weeding, cultivating, cleaning and replacing dead or bare areas to keep plants in a vigorous, healthy condition.
- Contractor shall guarantee establishment of an acceptable turf area and shall provide replacement from local supply if necessary.
- If installation occurs between September 1 and March 1, all sod areas to be over-seeded with Winter Ryegrass, at a rate of (4) pounds per one thousand (1000) square feet.

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BUILDING AREA	3,200 SQ. FT.
BUILDING HEIGHT (T.O. PARAPET)	20'-0"
LOT COVERAGE	0.06:1
PARKING REQUIRED (1/200 SF)	16
PARKING PROVIDED	24
IMPERVIOUS SURFACE	19,805 SQ. FT. or 38.9%

NOTE:  
HANDICAP PARKING IS PROVIDED IN ACCORDANCE WITH ADA STANDARDS.



**PLANT LIST**

TREES	QTY.	TYPE	COMMON NAME	BOTANICAL NAME	SIZE	REMARKS
	40	10	CE	Cedar Elm	4" cal.	container grown, 14" ht., 4'-5" spread min.
		3	CM	Crepe Myrtle 'Tuscarora'	8" ht.	container grown, 3-5 cane, no cross caning
		8	CP	Chinese Pistache	4" cal.	container grown, 14" ht. min., 4'-5" spread min.
		8	LO	Live Oak	4" cal.	container grown, 14" ht. min., 5" spread min.

SHRUBS	QTY.	TYPE	COMMON NAME	BOTANICAL NAME	SIZE	REMARKS
	58	DTS	Dwf. Texas Sage 'Green Cloud'	<i>Leucophyllum</i> sp. 'Green Cloud'	5 gal.	container, full plant specimen, spacing as shown
	102	MFG	Mexican Feathergrass	<i>Nassella tenuissima</i>	3 gal.	container, full plant specimen, spacing as shown
	57	PM	Pink Muhly	<i>Muhlenbergia capillaris</i>	5 gal.	container, full plant specimen, 36" o.c.
	36	RY	Red Yucca 'Brakeights'	<i>Hesperaloe parviflora</i> 'Brakeights'	3 gal.	container, full plant specimen, spacing as shown
	278	NPH	Needlepoint Holly	<i>Ilex cornuta</i> 'Needlepoint'	5 gal.	container, full plant specimen, 36" o.c.

GROUNDCOVERS	QTY.	TYPE	COMMON NAME	BOTANICAL NAME	SIZE	REMARKS
			Bermudagrass 'Tiffway 419'	<i>Cynodon dactylon</i> 'Tiffway 419'	roll sod	solid sod, refer to notes

NOTE: Plant list is an aid to bidders only. Contractor shall verify all quantities on plan. All heights and spreads are minimums. All plant material shall meet or exceed remarks as indicated. All trees to have straight trunks and be matching within varieties.

**LANDSCAPE TABULATIONS**

**SITE REQUIREMENTS**  
Requirements: 20% of gross site to be landscape  
Total Site: 50,964 s.f.  
Required 10,190.8 s.f. (20%)  
Provided 32,554 s.f. (63.7%)

**STREET FRONTAGE**  
Requirements: 20' buffer along street frontage  
(1) tree 4" cal. per 30 l.f. and shrubs spaced 3'-3.5' o.c.  
Beltway Drive: 422.56 l.f. (less drives)  
Required (14) trees, 4" cal.  
Provided (9) new trees, 4" cal.  
(141) shrubs, 5 gal.  
(232) shrubs, 5 gal.

**PARKING LOT SCREEN**  
Requirements: 20' ht., 3' o.c.,  
Provided: 36" ht., 3' o.c. linear row

**PARKING LOT PERIMETER LANDSCAPE**  
Requirements: 5' wide buffer, (1) 4" cal. tree per 35 l.f. and (1) shrub per 3 l.f.

South: 81 l.f.  
Required (2) trees, 3" cal.  
Provided (27) shrubs, 5 gal.  
(30) shrubs, 5 gal.

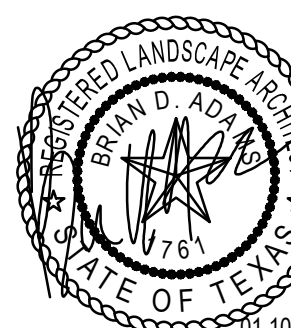
**PARKING LOT - INTERIOR LANDSCAPE**  
Requirement: 5% of the parking area must be landscape  
Parking lot: 9,232 s.f.  
Required 462 s.f. (5%)  
Provided 1,140 s.f. (12.35%)

**PARKING LOT**  
Requirement: (1) tree per 10 regular spaces  
Total Parking: 24 spaces  
Required (2) trees  
Provided (4) trees, 3" cal.

**GRAPHIC PLANT LEGEND**

- Existing Tree to remain
- Chinese Pistache
- Cedar Elm
- Live Oak
- Crepe Myrtle 'Tuscarora'
- Needlepoint Holly
- Dwarf Texas Sage
- Pink Muhly
- Red Yucca
- Mexican Feathergrass
- Lawn, Solid Sod
- Bermudagrass 'Tiffway 419'
- Decomposed Granite, 3" depth with 'Black' steel edging border and weed barrier fabric

**01 LANDSCAPE PLAN**



**LANDSCAPE PLAN**

4551 BELTWAY DRIVE M.O.B.  
TOWN OF ADDISON, TEXAS

**BROCKETTE/DAVIS/DRAKE, INC.**  
consulting engineers  
Civil & Structural Engineering Surveying  
Texas Registered Engineering Firm F-841  
4144 North Central Expressway, Suite 1100  
Dallas, Texas 75204  
(214) 824-8647 fax (214) 824-7064

DESIGNED	DRAWN	DATE	SCALE	NOTES	FILE	NO.
BDA	BDA	01/10/22	1"=20'	BDD	C21014	L1.1

**smr**  
landscape architects, inc.  
1708 N. Griffin Street  
Dallas, Texas 75202  
Tel: 214.871.0083  
Fax: 214.871.0545  
Email: smr@smr-la.com

SECTION 02200 - LANDSCAPE

PART 1 - GENERAL

1.1 REFERENCED DOCUMENTS

Refer to bidding requirements, special provisions, and schedules for additional requirements.

1.2 DESCRIPTION OF WORK

Work included: Furnish all supervision, labor, materials, services, equipment and appliances required to complete the work covered in conjunction with the landscaping covered in these specifications and landscaping plans, including:

- Planting (trees, shrubs, and grass)
- Bed preparation and fertilization
- Notification of sources
- Water and Maintenance until final acceptance
- Guarantee

1.3 REFERENCE STANDARDS

- American Standard for Nursery Stock published by American Association of Nurserymen: 27 October 1990, Edition; by American National Standards Institute, Inc. (Z60.1) - plant material.
- American Joint Committee on Horticultural Nomenclature: 1942 Edition of Standardized Plant Names.
- Texas Association of Nurserymen, Grades and Standards.
- Hortis Third, 1976 - Cornell University

1.4 NOTIFICATION OF SOURCES AND SUBMITTALS

- The Contractor shall, within ten (10) days following acceptance of bid, notify the Architect/Owner of the sources of plant materials and bed preparation required for the project.
- Samples: Provide representative quantities of sandy loam soil, mulch, bed mix material, gravel, and crushed stone. Samples shall be approved by Architect before use on project.
- Product Data: Submit complete product data and specifications on all other specified materials.
- Submit three representative samples of each variety of ornamental trees, shrubs, and groundcover plants for Architect's approval. When approved, tag, install, and maintain as representative samples for final installed plant materials.
- File Certificates of Inspection of plant material by state, county, and federal authorities with Architect, if required.
- Soil Analysis: Provide sandy loam soil analysis if requested by the Architect.

PART 3 - EXECUTION

3.1 BED PREPARATION & FERTILIZATION

- Landscape Contractor to inspect all existing conditions and report any deficiencies to the Owner.
- All planting areas shall be conditioned as follows:
  - Prepare new planting beds by scraping away existing grass and weeds as necessary. Till existing soil to a depth of six (6") inches prior to placing compost and fertilizer. Apply fertilizer as per manufacturers recommendations. Add six (6") inches of compost and till into a depth of six (6") inches of the topsoil. Apply organic fertilizer such as Sustane or Green Sense at the rate of twenty (20) pounds per one thousand (1,000) square feet.
  - All planting areas shall receive a two (2") inch layer of specified mulch.
  - Backfill for tree pits shall be as follows: Use existing top soil on site (use imported topsoil as needed) free from large clumps, rocks, debris, caliche, subsols, etc., placed in nine (9") inch layers and watered in thoroughly.
- Grass Areas:
  - Areas to be Solid Seed Bermudagrass: Blocks of sod should be laid joint to joint, (staggered joints) after fertilizing the ground first. Roll grass areas to achieve a smooth, even surface. The joints between the blocks of sod should be filled with topsoil where they are evidently gaped open, then watered thoroughly.
  - Areas to be Hydromulch Common Bermudagrass: Hydromulch with bermudagrass seed at a rate of two (2) pounds per one thousand (1,000) square feet. Use a 4' x 8' batter board against the bed areas.

3.2 INSTALLATION

- Maintenance of plant materials shall begin immediately after each plant is delivered to the site and shall continue until all construction has been satisfactorily accomplished.
- Plant materials shall be delivered to the site only after the beds are prepared and area ready for planting. All shipments of nursery materials shall be thoroughly protected from the drying winds during transit. All plants which cannot be planted at once, after delivery to the site, shall be well protected against the possibility of drying by wind and sun. Balls of earth of B & B plants shall be kept covered with soil or other acceptable material. All plants remain the property of the Contractor until final acceptance.
- Position the trees and shrubs in their intended location as per plan.
- Notify the Landscape Architect for inspection and approval of all positioning of plant materials.
- Excavate pits with vertical sides and horizontal bottom. Tree pits shall be large enough to permit handling and planting without injury to balls of earth or roots and shall be of such depth that, when planted and settled, the crown of the plant shall bear the same relationship to the finish grade as it did to soil surface in original place of growth.

JOBS CONDITIONS

- General Contractor to complete the following punch list: Prior to Landscape Contractor initiating any portion of landscape installation. General Contractor shall leave planting bed areas three (3") inches below finish grade of sidewalks, drives and curbs as shown on the drawings. All lawn areas to receive solid sod shall be left one (1") inch below the finish grade of sidewalks, drives, and curbs. All construction debris shall be removed prior to Landscape Contractor beginning any work.
- General Contractor shall provide topsoil as described in Section 02200 - Earthwork.
- Storage of materials and equipment at the job site will be at the risk of the Landscape Contractor. The Owner cannot be held responsible for theft or damage.

1.6 MAINTENANCE AND QUARANTEE

- Maintenance:
  - The Landscape Contractor will be held responsible for the maintenance of all work from the time of planting until final acceptance by the Owner. No trees, shrubs, groundcover or grass will be accepted unless they show a healthy growth and satisfactory foliage conditions.
  - Maintenance shall include watering of trees and plants, cultivation, weeding spraying, edging, pruning of trees, moving of grass, cleaning up and all other work necessary of maintenance.
  - A written notice requesting final inspection and acceptance should be submitted to the Owner at least seven (7) days prior to completion. An on-site inspection by Owner and Landscape Contractor will be completed prior to written acceptance.
  - After final acceptance of installation, the Landscape Contractor will not be required to do any of the above listed work.
- Guarantee:
  - Trees shall be guaranteed for a twelve (12) month period after acceptance. Shrubs and groundcover shall be guaranteed for twelve (12) months. The Contractor shall replace all dead materials as soon as weather permits and upon notification of the Owner. Plants, including trees, which have partially died to that shape, size, or symmetry has been damaged, shall be considered subject to replacement. In such cases, the opinion of the Owner shall be final.
    - Plants used for replacement shall be of the same size and kind as those originally planted and shall be planted as originally specified. All work, including materials, labor and equipment used in replacements, shall carry a twelve (12) month guarantee. Any damage, including ruts in lawn or bed areas, incurred as a result of making replacements shall be immediately repaired.
    - In the direction of the Owner, plants may be replaced at the start of the next year's planting season. In such cases, dead plants shall be removed from the premises immediately.
    - When plant replacements are made, plants, soil mix, fertilizer and mulch are to be utilized as originally specified and inspected for full compliance with Contract requirements. All replacements are to be included under "Work" of this section.

- The Owner agrees that for the guarantee to be effective, he will water plants at least twice a week during dry periods and cultivate beds once a month after final acceptance.
- The above guarantee shall not apply where plants die after acceptance because of injury from storms, hail, freeze, insects, diseases, injury by humans, machines or theft.
- Acceptance for all landscape work shall be given after final inspection by the Owner provided the job is in a completed, undamaged condition, and there is a stand of grass in all lawn areas. At this time, the Owner will assume maintenance on the accepted work.

1.7 QUALITY ASSURANCE

- General: Comply with applicable Federal, State, County and Local regulations governing landscape materials and work.
- Personnel: Employ only experienced personnel who are familiar with the required work. Provide full time supervision by a qualified foreman acceptable to Landscape Architect.
- Selection of Plant Material:
  - Make contact with suppliers immediately upon obtaining notice of contract acceptance to select and book materials. Develop a program of maintenance (pruning and fertilization) which will insure the purchased materials will meet and/or exceed project specifications.
  - Landscape Architect will provide a key identifying each tree location on site. Written verification will be required to document material selection, source and delivery schedules to site.
  - Owner and/or Architect shall inspect all plant materials when reasonable at place of growth for compliance with requirements for genus, species, cultivar/variety, size and quality.
  - Owner and/or Architect retains the right to further inspect all plant material upon arrival at the site and during installation for size and condition of root balls, limbs, branching habit, insects, injuries, and latent defects.
  - Owner and/or Architect may reject unsatisfactory or defective material at any time during the process of work. Remove rejected materials from the site immediately. Plants damaged in transit or at job site shall be rejected.

1.8 PRODUCT DELIVERY, STORAGE AND HANDLING

- Preparation:
  - Balled and Burlapped (B&B) Plants: Dig and prepare shipment in a manner that will not damage roots, branches, shape, and future development.
  - Container Grown Plants: Deliver plants in rigid container to hold ball shape and protect root mass.

A. Delivery:

- Deliver packaged materials in sealed containers showing weight, analysis and name of manufacturer. Protect materials from deterioration during delivery and while stored at site.
- Deliver only plant materials that can be planted in one day unless adequate storage and watering facilities are available on job site.
- Protect root balls by heeling in with sawdust or other approved moisture retaining material if not planted within 24 hours of delivery.
- Protect plants during delivery to prevent damage to root balls or desiccation of leaves. Keep plants moist at all times. Cover all materials during transport.
- Notify Architect of delivery schedule 72 hours in advance so plant material may be observed upon arrival at job site.
- Remove rejected plant material immediately from site.
- To avoid damage or stress, do not lift, move, adjust to plumb, or otherwise manipulate plants by trunk or stems.

PART 2 - PRODUCTS

2.1 PLANTS

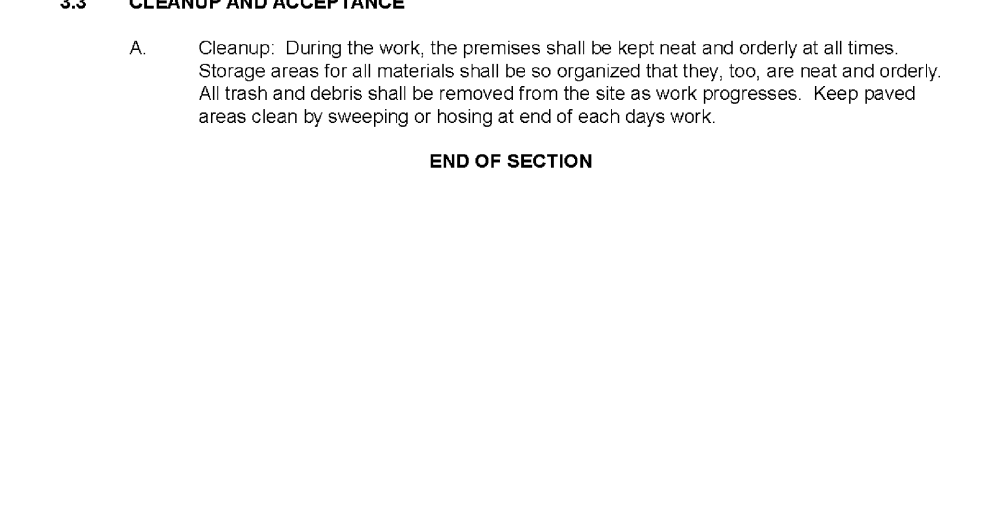
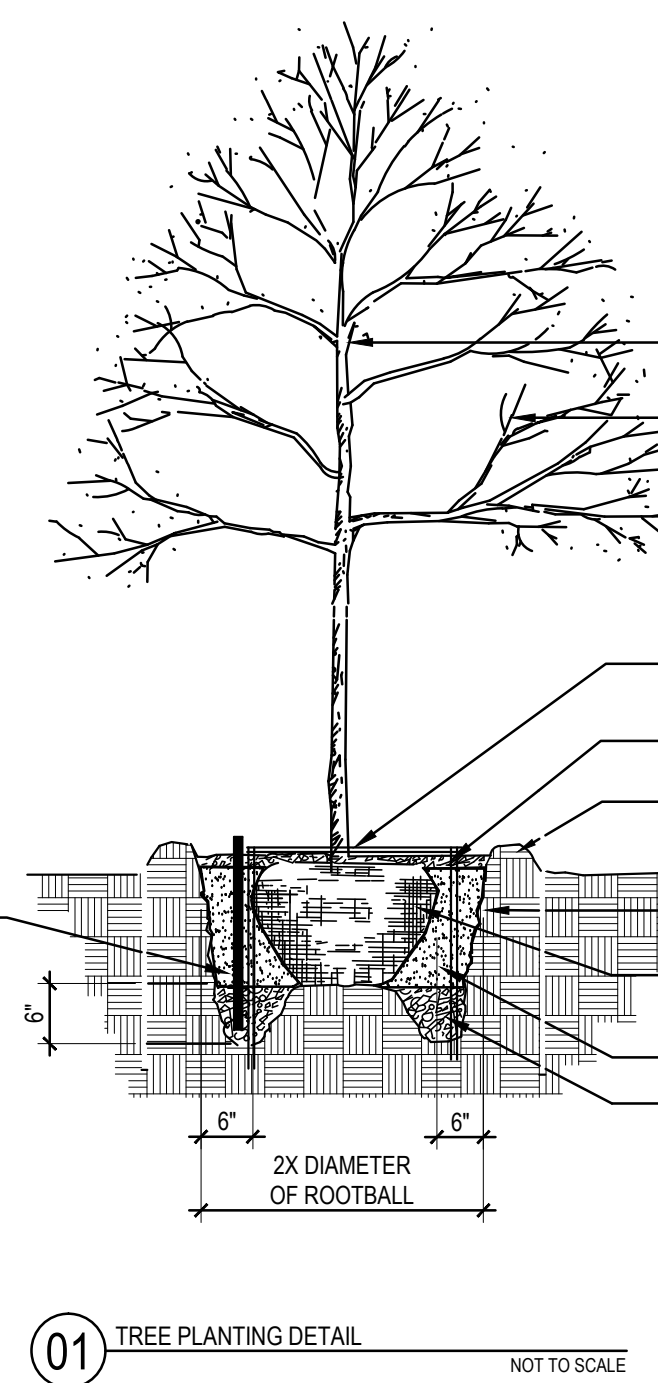
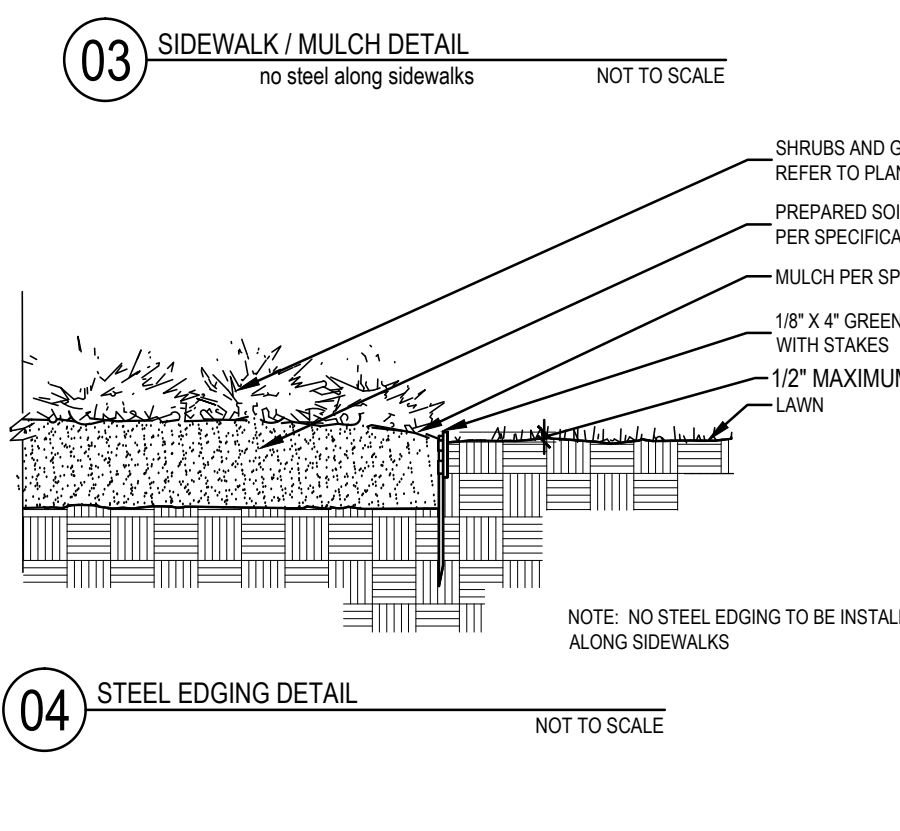
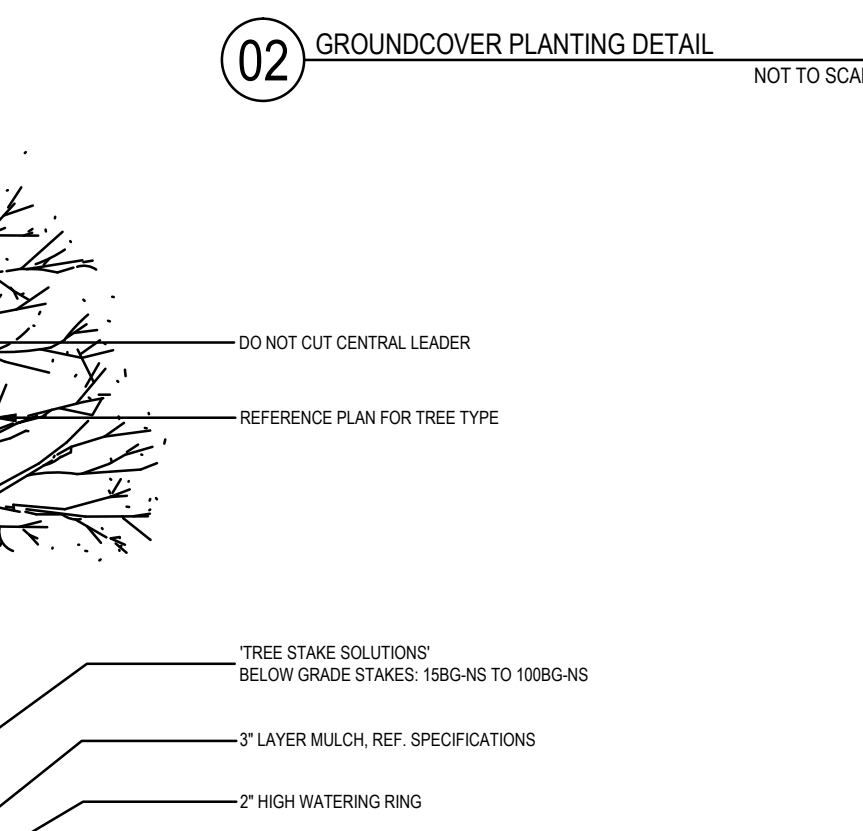
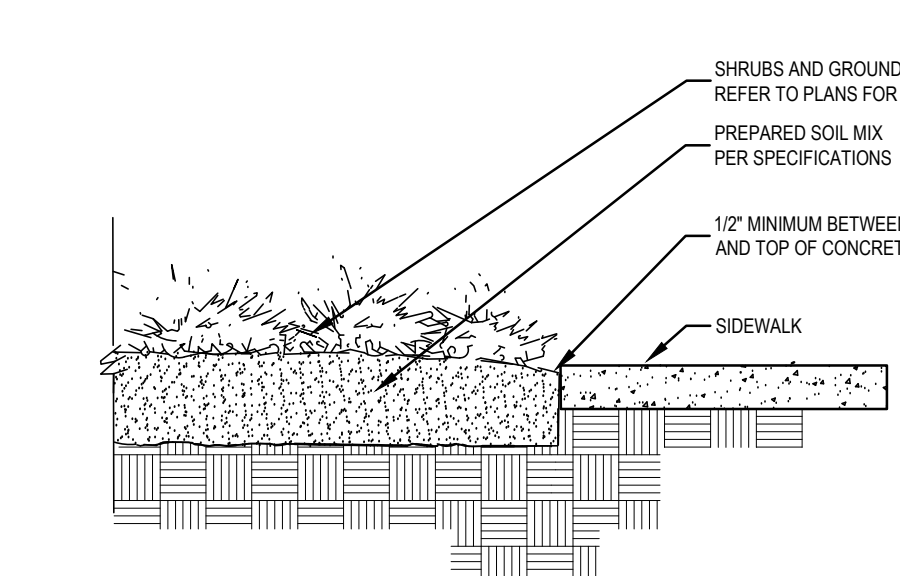
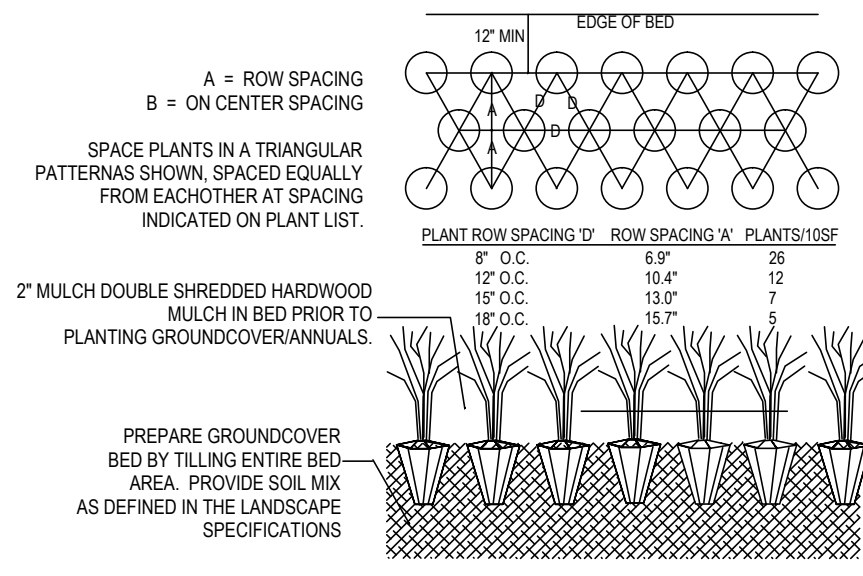
- General: Well-formed No. 1 grade or better nursery grown stock. Listed plant heights are from tops of root balls to nominal tops of plants. Plant spread refers to nominal outer width of the plant, not to the outer leaf tips. Plants will be individually approved by the Architect and his decision as to their acceptability shall be final.
- Quantities: The drawings and specifications are complementary. Anything called for on one and not the other is as binding as if shown and called for on both. The plant schedule is an aid to bidders only. Confirm all quantities on plan.
- Quality and size: Plant materials shall conform to the size given on the plan, and shall be healthy, symmetrical, well-shaped, full branched, and well rooted. The plants shall be free from injurious insects, diseases, injuries to the bark or roots, broken branches, objectionable disfigurements, insect eggs and larvae and are to be of specimen quality.
- Approval: All plant materials shall be subject to the approval of the Owner. All plants which are found unsuitable in growth, or in any unhealthy, badly shaped, or undersized condition, will be rejected by the Landscape Architect, either before or after planting, and shall be removed at the expense of the Landscape Contractor and replaced with acceptable plants as specified.
- Trees shall be healthy, full-branched, well-shaped and shall meet the trunk diameter and height requirements of the plant schedule. Balls shall be firm, neat, slightly tapered, and well wrapped in burlap. Any tree loose in the ball or with broken ball at time of planting will be rejected. Balls shall be ten (10") inches in diameter for each one (1") inch of trunk diameter. Measured six (6") inches above ball. Nomenclature conforms to the customary nursery usage; for clarification, the term "multi-trunk" defines a plant having three (3) or more trunks of nearly equal diameter.
- Pruning: All pruning of trees and shrubs, as directed by the Landscape Architect, shall be executed by the Landscape Contractor at no additional cost to the Owner.

2.2 SOIL PREPARATION MATERIALS

- Sandy Loam:
  - Frable, fertile, dark, loamy soil, free of clay lumps, subsol, stones and other extraneous material and reasonably free of weeds and foreign grasses. Loam containing Dallasgrass or Nutgrass shall be rejected.
  - Physical properties as follows:
    - Clay - between 7-27 percent
    - Silt - between 15-26 percent
    - Sand - less than 52 percent
  - Organic matter shall be 3%-10% of total dry weight.
  - If requested, provide a certified soil analysis conducted by an approved soil testing laboratory verifying that sandy loam meets the above requirements.
- Organic Material: Compost with a mixture of 80% vegetative matter and 20% animal waste. Ingredients should be a mix of coarse and fine textured material.
- Premixed Bedding Soil as supplied by Vital Earth Resources, Gladeview, Texas; Professional Bedding Soil as supplied by Living Earth Technology, Dallas, Texas or Acid Gro Municipal Mix as supplied by Soil Building Systems, Dallas, Texas or approved equal.
- Sharp Sand: Sharp sand must be free of seeds, soil particles and weeds.
- Mulch: Double Shredded Hardwood Mulch, partially decomposed, dark brown. Living Earth Technologies or approved equal.
- Organic Fertilizer: Fertiland, Sustane, or Green Sense or equal as recommended for required applications. Fertilizer shall be delivered to the site in original unopened containers, each bearing the manufacturer's guaranteed statement of analysis.
- Commercial Fertilizer: 10-20-10 or similar analysis. Nitrogen source to be a minimum 50% slow release organic Nitrogen (SOU or UR) with a minimum 8% sulphur and 4% iron, plus micronutrients.
- Peat: Commercial sphagnum peat moss or partially decomposed shredded pine bark or other approved organic material.

2.3 MISCELLANEOUS MATERIALS

- Steel Edging: Shall be Ryerson "Estate Curbing", 1/8" x 4" with stakes 4' on center.
- Staking Material for Shade Trees:
  - Post: Studed T-Post, #1 Armoac with anchor plate; 6'-0" length; paint green.
  - Wire: 12 gauge, single strand, galvanized wire.
  - Rubber hose: 2 ply, fiber reinforced hose, minimum 1/2 inch inside diameter. Color: Black.
- Gravel: Washed native pea gravel, graded 1 in. to 1-1/2 in.
- Filter Fabric: Mirafi 140N by Celanese Fibers Marketing Company, available at Loftland Co., (214) 631-5250 or approved equal.



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**LANDSCAPE SPECIFICATIONS / DETAILS**  
**4551 BELTWAY DRIVE M.O.B.**  
**TOWN OF ADDISON, TEXAS**  
**BROCKETTE/DAVIS/DRAKE, INC.**  
**consulting engineers**  
 Civil & Structural Engineering Surveying  
 Texas Registered Engineering Firm F-841  
 4144 North Central Expressway, Suite 1100  
 Dallas, Texas 75204  
 ( 214 ) 824-4647 fax ( 214 ) 824-7064

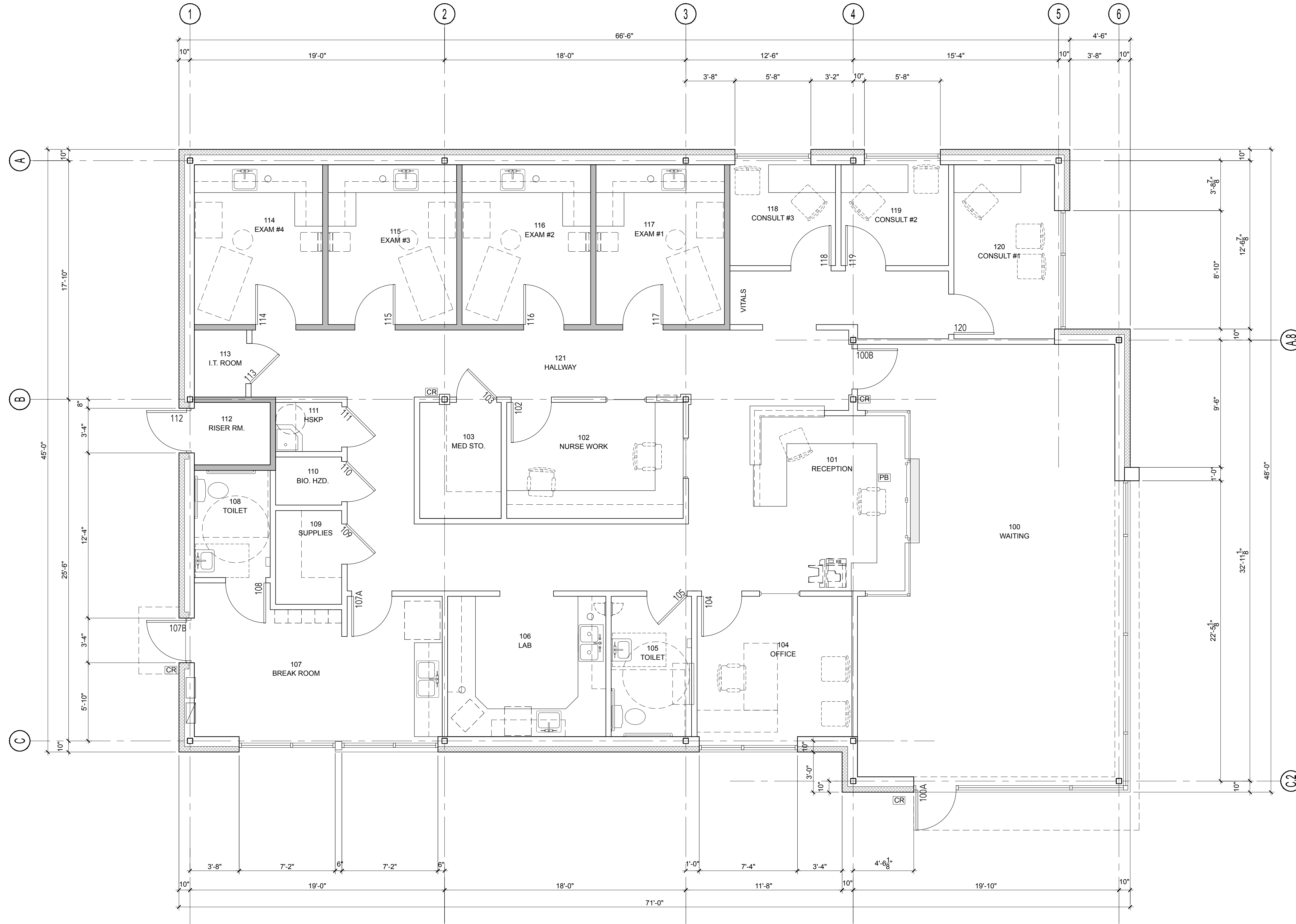
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P:\Projects\2021\4551 Beltway Addition\L1.00.dwg



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**1 FLOOR PLAN**  
 SCALE: 1/4" = 1'-0"



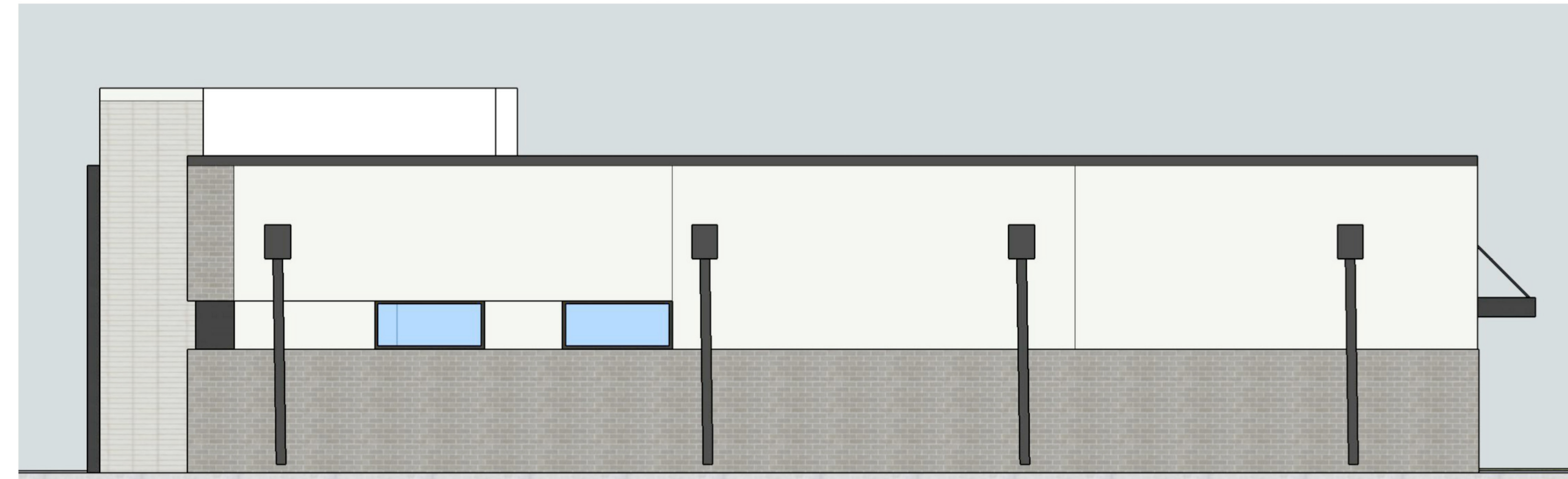
FLOOR PLAN					
4551 BELTWAY DRIVE M.O.B. TOWN OF ADDISON, TEXAS					
<b>BROCKETTE/DAVIS/DRAKE, INC.</b> consulting engineers					
Civil & Structural Engineering Surveying Texas Registered Engineering Firm F-841 4144 North Central Expressway, Suite 1100 Dallas, Texas 75204 ( 214 ) 824-6647 fax ( 214 ) 824-7064					
DESIGNED	DRAWN	DATE	SCALE	NOTES	FILE
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**5 DUMPSTER ENCLOSURE**

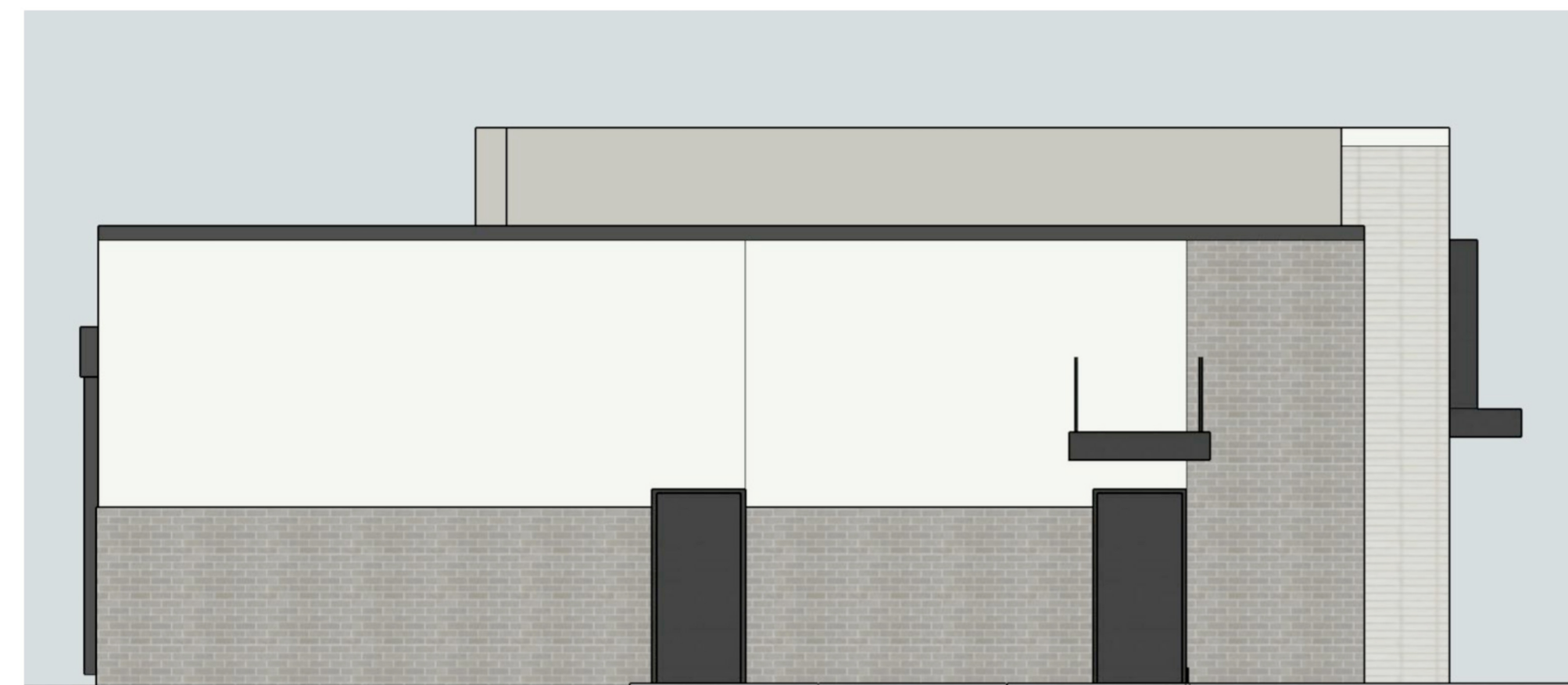
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**4 COLORED NORTH ELEVATION**

SCALE: 3/16" = 1'-0"

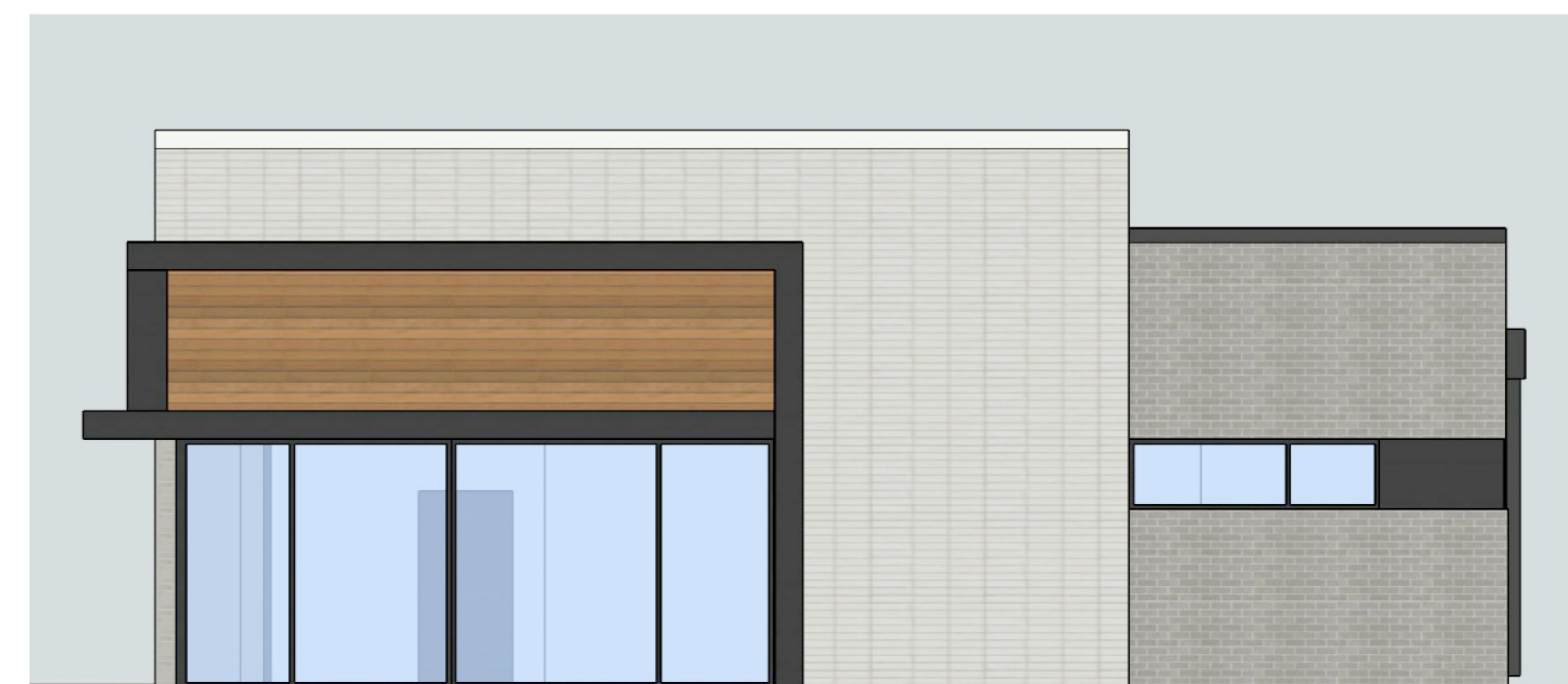
**NORTH FACADE: 1,190 SF TOTAL**  
 BRICK: 545 SF (46%)  
 STUCCO: 584 SF (49%)  
 STOREFRONT: 28 SF (2%)  
 METAL PANELS: 33 SF (3%)



**3 COLORED WEST ELEVATION**

SCALE: 3/16" = 1'-0"

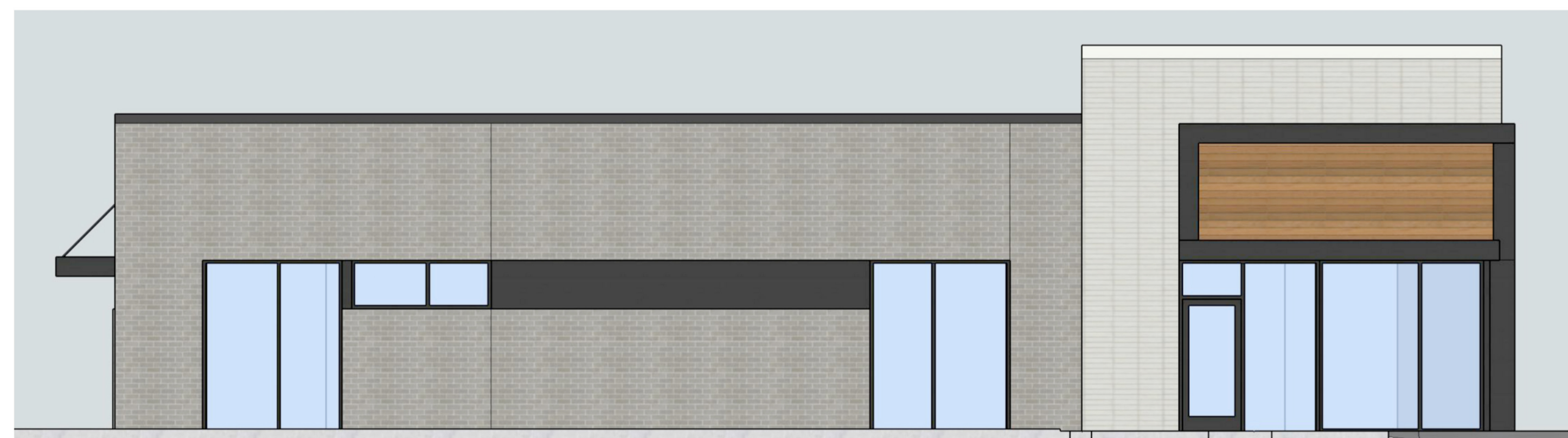
**WEST FACADE: 805 SF TOTAL**  
 BRICK: 331 SF (41%)  
 STUCCO: 426 SF (53%)  
 STOREFRONT: 0 SF (0%)  
 METAL PANELS: 0 SF (0%)  
 PAINTED METAL DOORS: 48 SF (6%)



**2 COLORED EAST ELEVATION (FRONT)**

SCALE: 3/16" = 1'-0"

**EAST FACADE: 915 SF TOTAL**  
 BRICK: 512 SF (56%)  
 STUCCO: 0 SF (0%)  
 STOREFRONT: 220 SF (24%)  
 METAL PANELS: 183 SF (20%)



**1 COLORED SOUTH ELEVATION (FRONT)**

SCALE: 3/16" = 1'-0"

**SOUTH FACADE: 1,240 SF TOTAL**  
 BRICK: 787 SF (64%)  
 STUCCO: 0 SF (0%)  
 STOREFRONT: 290 SF (23%)  
 METAL PANELS: 163 SF (13%)

**FACADE PLAN NOTES**

THIS FACADE PLAN IS FOR CONCEPTUAL PURPOSES ONLY. ALL BUILDING PLANS REQUIRE REVIEW AND APPROVAL BY DEVELOPMENT SERVICES.

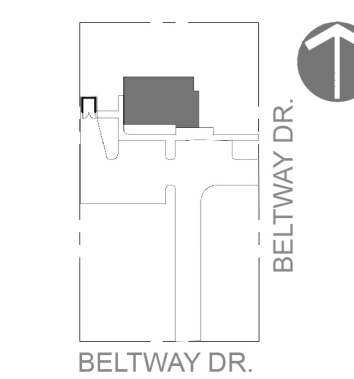
ALL MECHANICAL UNITS SHALL BE SCREENED FROM PUBLIC VIEW AS REQUIRED BY ZONING ORDINANCE.

WHEN PERMITTED, EXPOSED UTILITY BOXES AND CONDUITS SHALL BE PAINTED TO MATCH THE BUILDING.

ALL SIGNAGE AREAS AND LOCATIONS ARE SUBJECT TO APPROVAL BY DEVELOPMENT SERVICES.

ROOF ACCESS SHALL BE PROVIDED INTERNALLY, UNLESS OTHERWISE PERMITTED BY THE CHIEF BUILDING OFFICIAL.

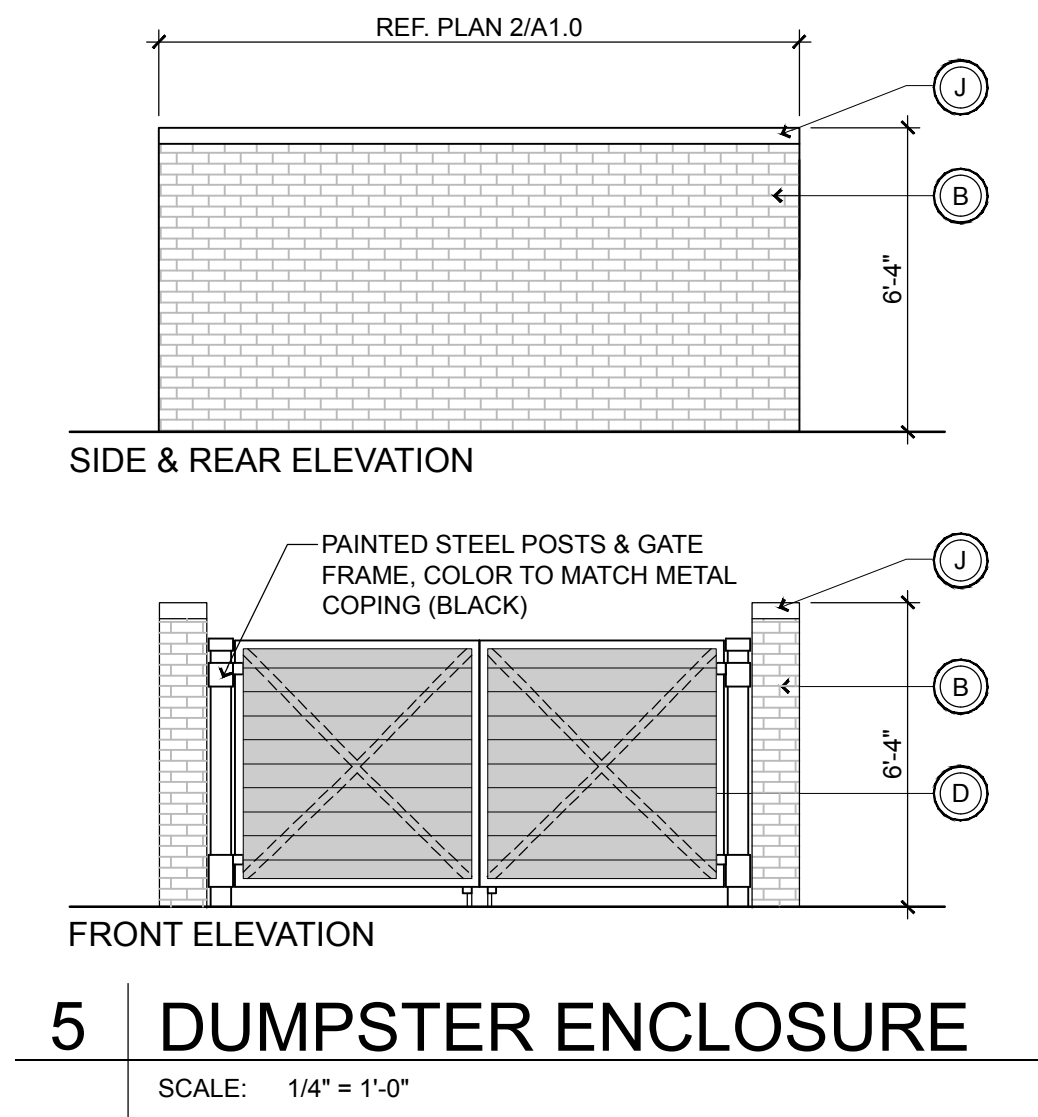
**KEY PLAN**



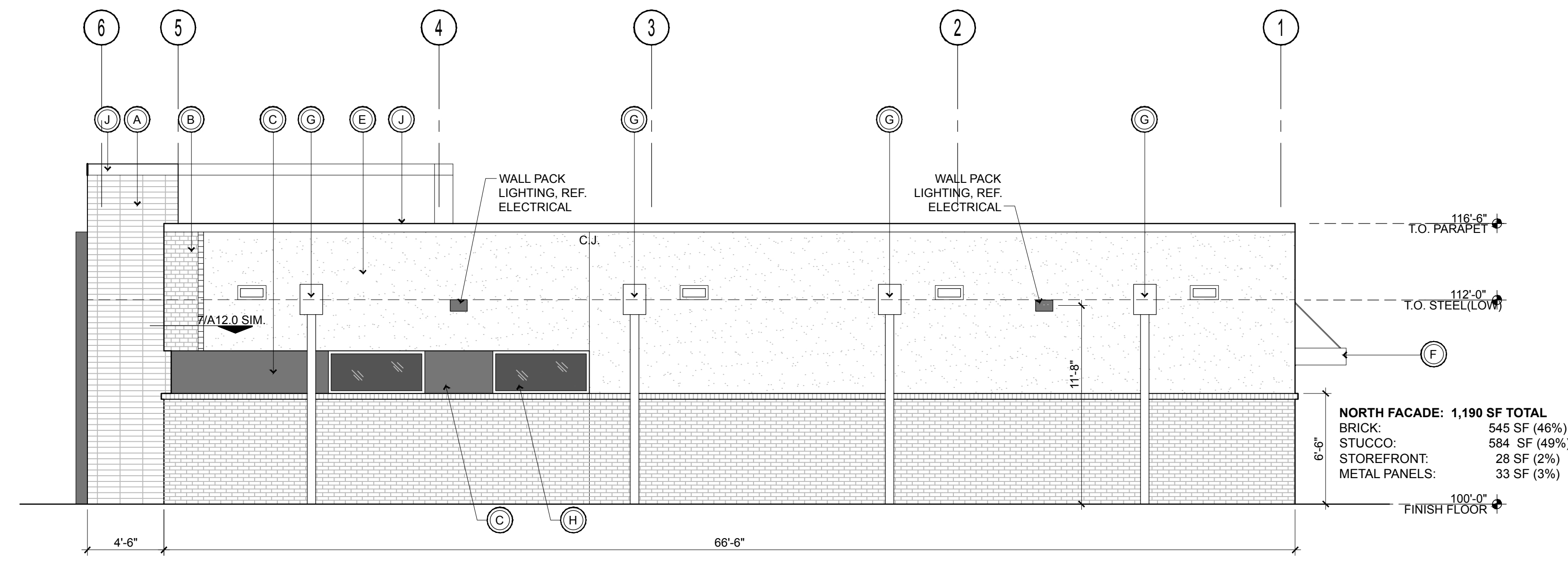
**COLORED EXT. ELEVATIONS**  
 4551 BELTWAY DRIVE M.O.B.  
 TOWN OF ADDISON, TEXAS

**brockette/davis/drake, inc.**  
 consulting engineers  
 Civil & Structural Engineering Surveying  
 Texas Registered Engineering Firm F-841  
 4144 North Central Expressway, Suite 1100  
 Dallas, Texas 75204  
 ( 214 ) 824-6477 fax ( 214 ) 824-7064

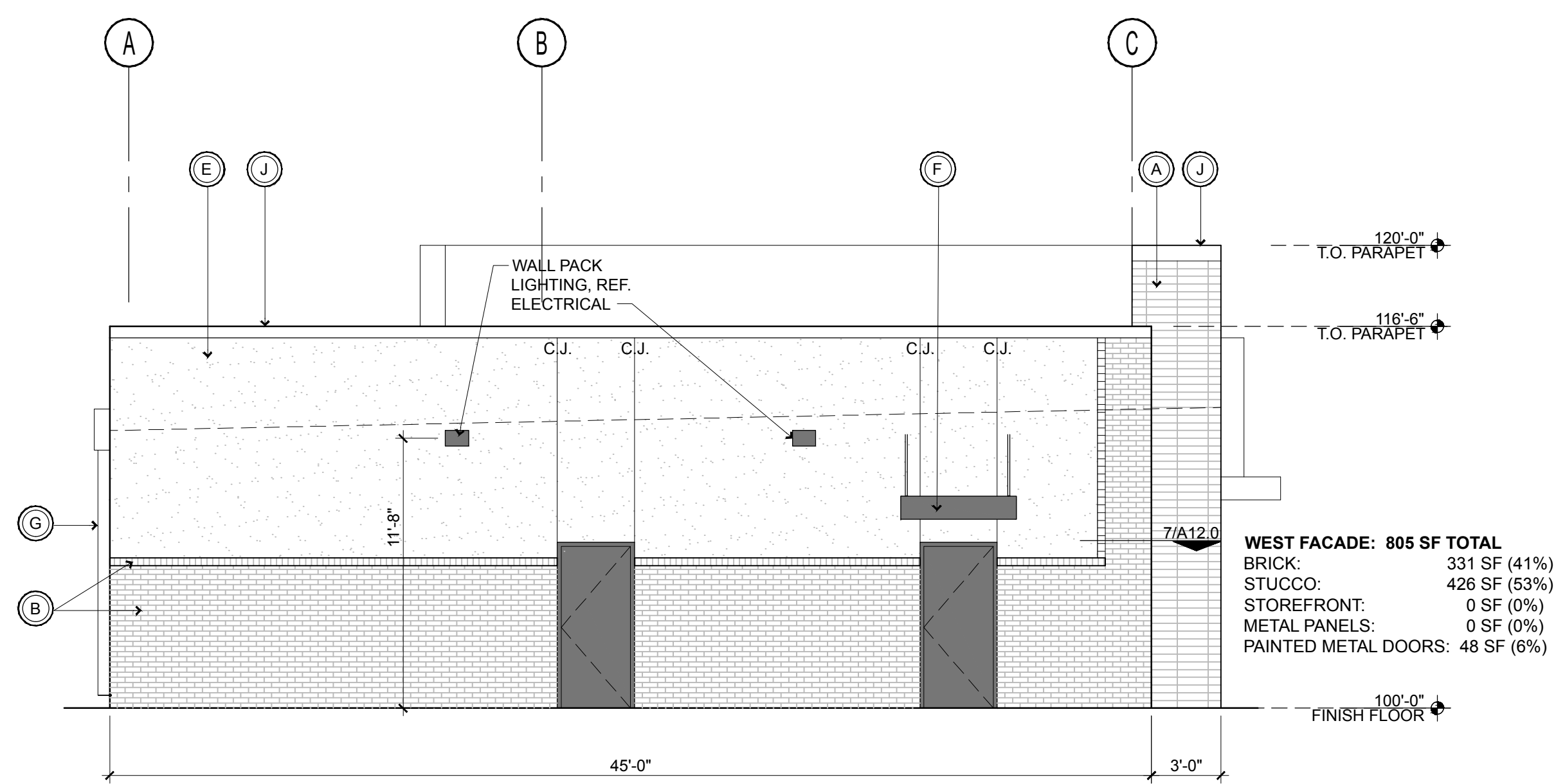
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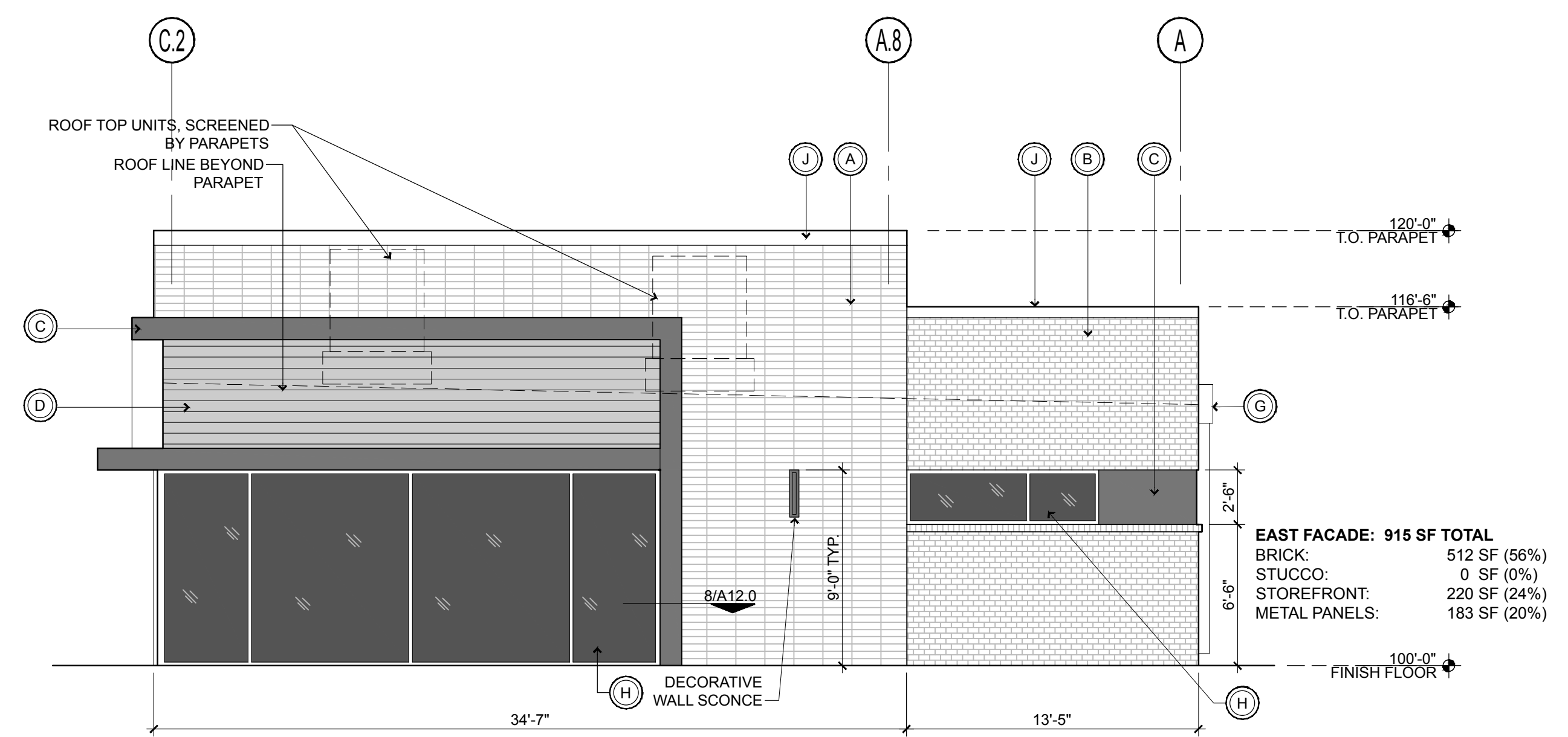
**5 DUMPSTER ENCLOSURE**  
SCALE: 1/4" = 1'-0"



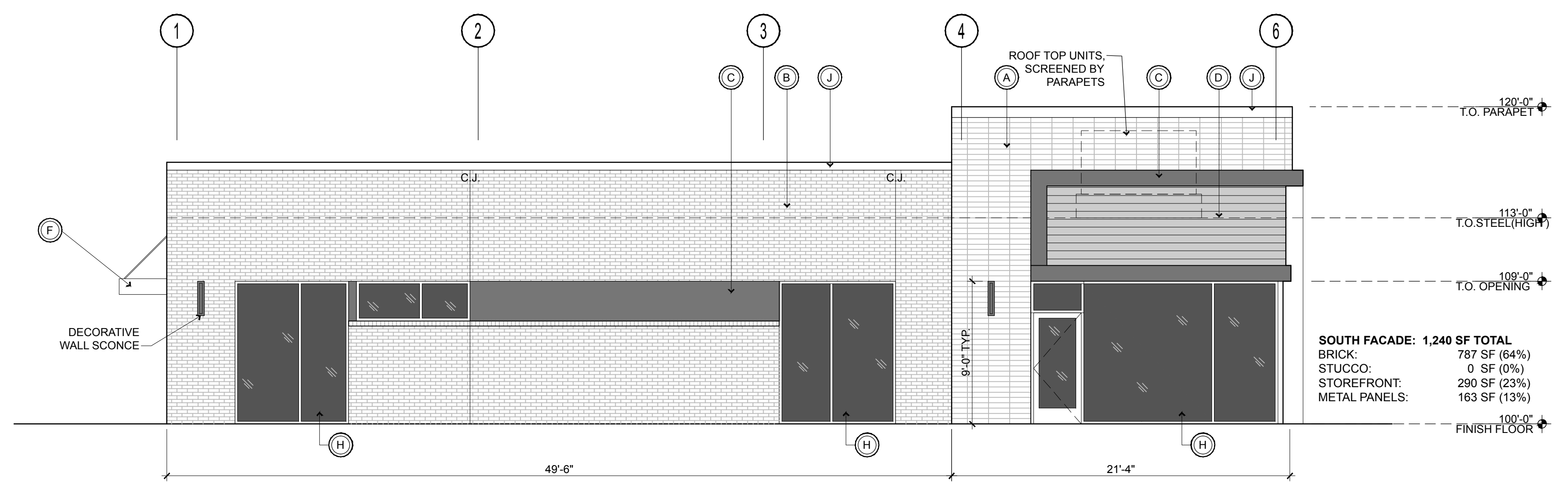
**4 NORTH ELEVATION**  
SCALE: 3/16" = 1'-0"



**3 WEST ELEVATION**  
SCALE: 3/16" = 1'-0"



**2 EAST ELEVATION (FRONT)**  
SCALE: 3/16" = 1'-0"



**1 SOUTH ELEVATION (FRONT)**  
SCALE: 3/16" = 1'-0"

- MATERIAL KEY PLAN**
- (A)** ACCENT FACE BRICK, STACK BOND:  
MANUFACTURER: INTERSTATE BRICK  
COLOR: ARTIC WHITE  
SIZE: NORMAN  
MORTAR COLOR: TO MATCH BRICK, ARCHITECT TO APPROVE  
CONTACT: BLACKSON BRICK CO., JUSTIN STERNA: JUSTIN@BLACKSONBRICK.COM
  - (B)** FACE BRICK, RUNNING BOND:  
MANUFACTURER: INTERSTATE BRICK  
COLOR: PLATINUM  
SIZE: MODULAR  
MORTAR COLOR: TO MATCH BRICK, ARCHITECT TO APPROVE  
CONTACT: BLACKSON BRICK CO., JUSTIN STERNA: JUSTIN@BLACKSONBRICK.COM
  - (C)** ARCHITECTURAL METAL WALL PANELS  
MANUFACTURER: BERRIDGE MANUFACTURING CO.  
COLOR: BLACK  
SIZE: FW-12 PANEL, NO GROOVES
  - (D)** ARCHITECTURAL METAL WALL PANELS  
MANUFACTURER: LONGBOARD  
COLOR: WOOD GRAIN, LIGHT NATIONAL WALNUT  
SIZE: TOUNGUE & GROOVE SIDING, 6" CHANNEL PROFILE
  - (E)** TRADITIONAL PORTLAND CEMENT STUCCO  
3-COAT STUCCO SYSTEM, COLOR TO MATCH  
FACE BRICK, PLATINUM
  - (F)** CANOPY: IMPERIAL MARQUEE AWNING WITH 8" WIDE FLAT  
PANELS BY GENERAL AWNINGS OR EQUAL: POWDER COATED  
OVERHEAD STEEL BRACES, AND INTEGRATED GUTTER.  
GENERAL AWNINGS, LLC, GENERALAWNINGS.COM, 888-330-311  
COLOR: MATTE BLACK
  - (G)** ALUMINUM SCUPPER & DOWNSPOUT SYSTEM.  
COLOR: MATTE BLACK
  - (H)** STOREFRONT SYSTEM. DESIGN BASIS: KAWNEER  
TRIFAB VERSAGLAZE 451/451T FRAMING SYSTEM,  
COLOR: BLACK; 1" INSULATED GLASS, PGP SOLARBLUE  
GLASS + SOLARBAN 60  
ALL GLAZING TO RECEIVE SAFETY & SECURITY WINDOW  
FILM AS NOTED BELOW.
  - (J)** PREFINISHED METAL COPING, COLOR TO MATCH MATT  
BLACK ARCHITECTURAL METAL WALL PANELS

**FAÇADE PLAN NOTES**

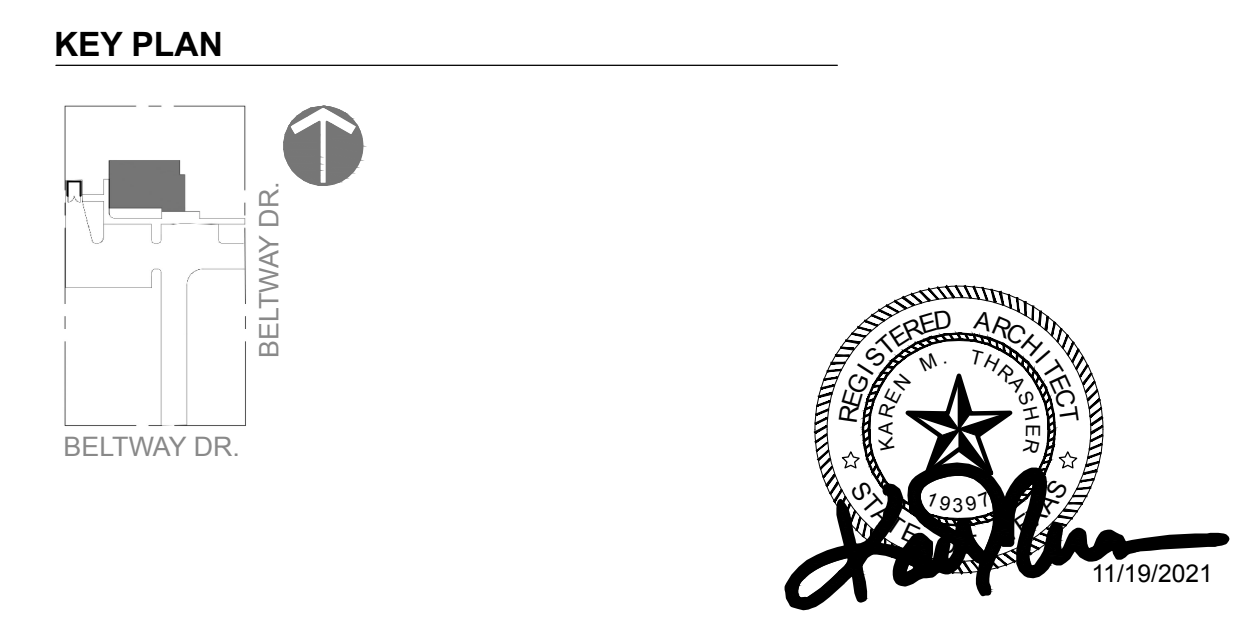
THIS FAÇADE PLAN IS FOR CONCEPTUAL PURPOSES ONLY. ALL BUILDING PLANS REQUIRE REVIEW AND APPROVAL BY DEVELOPMENT SERVICES.

ALL MECHANICAL UNITS SHALL BE SCREENED FROM PUBLIC VIEW AS REQUIRED BY ZONING ORDINANCE.

WHEN PERMITTED, EXPOSED UTILITY BOXES AND CONDUITS SHALL BE PAINTED TO MATCH THE BUILDING.

ALL SIGNAGE AREAS AND LOCATIONS ARE SUBJECT TO APPROVAL BY DEVELOPMENT SERVICES.

ROOF ACCESS SHALL BE PROVIDED INTERNALLY, UNLESS OTHERWISE PERMITTED BY THE CHIEF BUILDING OFFICIAL.



**EXTERIOR ELEVATIONS**  
4551 BELTWAY DRIVE M.O.B.  
TOWN OF ADDISON, TEXAS

**BROCKETTE/DAVIS/DRAKE, INC.**  
consulting engineers  
Civil & Structural Engineering Surveying  
Texas Registered Engineering Firm F-841  
4144 North Central Expressway, Suite 1100  
Dallas, Texas 75204  
(214) 824-8647 fax (214) 824-7064

DESIGNED	DRAWN	DATE	SCALE	NOTES	FILE	NO.
KMT	KMT	10/14/21	VARIES			

Copyright 2021 Brockette/Davis/Drake, Inc. All Rights Reserved. Any modification or use of this drawing without the express written authorization of Brockette/Davis/Drake, Inc. is prohibited.

Users/karenthreasher/Drawings/2021/21-07-PPG Addisn/0-DRAWINGS/SHEET IS/ARCHIVE/21-07\_A5.0-DEV\_PLA.AIA.dwg

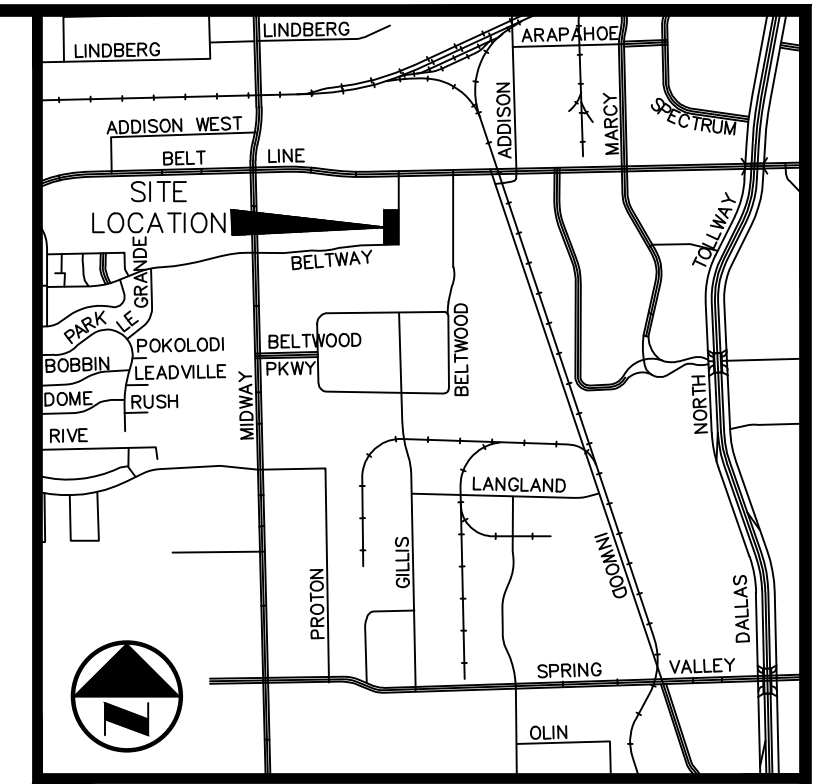
LOT 2-R  
4500 BELT LINE ADDITION  
INST. NO. 201900329939  
O.P.R.D.C.T.

ADDISON MARKET  
VOL. 83208, PG. 2077  
D.R.D.C.T.

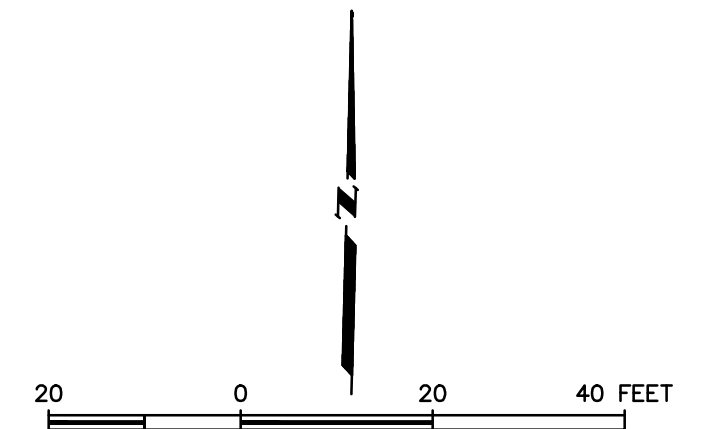
TRACT 1  
BELTWAY OFFICE PARK  
VOL. 73242, PG. 2026  
D.R.D.C.T.

LINE TABLE		
NO.	BEARING	LENGTH
L1	N29°29'46"E	4.62'
L2	S89°29'03"W	9.71'
L3	S00°27'14"E	4.00'
L4	S89°32'02"W	23.00'
L5	N00°30'14"W	10.00'
L6	N89°32'02"E	14.00'

CURVE TABLE						
NO.	DELTA	RADIUS	TANGENT	LENGTH	CHORD BEARING	CHORD LENGTH
C01	90°00'00"	20.00'	20.00'	31.42'	S44°29'46"W	28.28'



LOCATION MAP  
NTS



NOTES:

1. THE BASIS OF BEARINGS FOR THIS SURVEY IS THE STATE PLANE COORDINATE SYSTEM, NORTH TEXAS CENTRAL ZONE 4202, NORTH AMERICAN DATUM OF 1983. ADJUSTMENT REALIZATION 2011 BASED ON CITY OF ADDISON MONUMENTS COA-3 AND 19 FOUND IN THE FIELD.
2. COORDINATES SHOWN ARE BASED ON THE STATE PLANE COORDINATE SYSTEM, NORTH TEXAS CENTRAL ZONE 4202, NORTH AMERICAN DATUM OF 1983 ON GRID COORDINATE VALUES, NO SCALE AND NO PROJECTION.
3. SUBJECT PROPERTY IS SHOWN ON THE NATIONAL FLOOD INSURANCE PROGRAM FLOOD INSURANCE RATE MAP FOR DALLAS COUNTY, TEXAS AND INCORPORATED AREAS, MAP NO. 48113C0180 K, COMMUNITY-PANEL NO. 480171 0180 K, EFFECTIVE DATE: JULY 7, 2014. ALL OF THE SUBJECT PROPERTY IS SHOWN TO BE LOCATED IN "ZONE X" ON SAID MAP. RELEVANT ZONES ARE DEFINED ON SAID MAP AS FOLLOWS:  
  
"ZONE X" - OTHER AREAS: AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.
4. NOTICE: SELLING A PORTION OF THIS ADDITION BY METES AND BOUNDS IS A VIOLATION OF CITY ORDINANCE AND STATE LAW AND IS SUBJECT TO FINES AND WITHHOLDING OF UTILITIES AND BUILDING PERMITS.
5. PLACEMENT OF STREET TREES SHALL NOT INTERFERE WITH THE PLACEMENT OF TRAFFIC CONTROL DEVICES OR VISIBILITY AT INTERSECTIONS. EXISTING AND FUTURE TRAFFIC CONTROL DEVICES MAY REQUIRE THE REMOVAL OR PRECLUDE THE PLANTING OF STREET TREES.
6. DEVELOPMENT STANDARDS OF THIS PLAT SHALL COMPLY WITH ZONING ORD. 66 AS AMENDED.
7. THE PURPOSE OF THIS FINAL PLAT IS TO CREATE A PLATTED LOT FROM A PORTION OF A PLATTED TRACT.
8. ZONING: C-1.

LEGEND

- C.M. CONTROLLING MONUMENT
- IRF IRON ROD FOUND
- IRSC 1/2" IRON ROD W/ YELLOW PLASTIC CAP STAMPED "VOTEX SURVEYING" SET
- VOL. VOLUME
- PG. PAGE
- ESMT. EASEMENT
- INST. INSTRUMENT
- NO. NUMBER
- R.O.W. RIGHT-OF-WAY
- D.R.D.C.T. DEED RECORDS, DALLAS COUNTY, TEXAS
- O.P.R.D.C.T. OFFICIAL PUBLIC RECORDS, DALLAS COUNTY, TEXAS

10' UTILITY ESMT.  
VOL. 77086, PG. 26  
VOL. 30241, PG. 2816  
D.R.D.C.T.

10' GAS ESMT.  
VOL. 83208, PG. 2077  
D.R.D.C.T.

10' UTILITY ESMT.  
VOL. 77086, PG. 26  
D.R.D.C.T.

POINT OF BEGINNING  
1/2" IRF (C.M.)  
N:7033701.89  
E:2479452.65

10' UTILITY ESMT.  
VOL. 77086, PG. 26  
D.R.D.C.T.

T.P.&L. ESMT.  
VOL. 85090, PG. 4767  
D.R.D.C.T.

10' WATER LINE ESMT.  
VOL. 85090, PG. 4767  
D.R.D.C.T.

LOT 1  
BLOCK 1  
1.127 ACRES  
49,098 SQ. FT.

LOT 1  
HAMPTON INN HOTEL  
VOL. 85090, PG. 4767  
D.R.D.C.T.

24' FIRE LANE ESMT.  
VOL. 85090, PG. 4767  
D.R.D.C.T.

1/2" IRF  
N:7033389.06  
E:2479286.26

TRACT 5  
BELTWAY OFFICE PARK  
VOL. 78072, PG. 1167  
D.R.D.C.T.

BELTWAY DRIVE  
(60' R.O.W.)  
VOL. 77086, PG. 26, D.R.D.C.T.

VOL. 74095, PG. 502  
D.R.D.C.T.

TRACT 2  
BELTWAY OFFICE PARK  
VOL. 74095, PG. 502  
D.R.D.C.T.

FINAL PLAT  
LOT 1, BLOCK 1  
PRAIRIE MEDICAL ADDITION

BEING A REPLAT OF 1.170 ACRES OUT OF  
BELTWAY OFFICE PARK, TRACT III  
OUT OF THE  
ELISHA FIKE SURVEY, ABSTRACT NO. 478 TOWN  
OF ADDISON, DALLAS COUNTY, TEXAS  
PROJECT NO. R 2021-03  
SHEET 1 of 2

ENGINEER  
BROCKETTE/DAVIS/DRAKE, INC.  
CONTACT: JIM RILEY  
4144 N. CENTRAL EXPWY., SUITE 1100  
DALLAS, TEXAS 75204  
PH. (214) 824-3647 EXT. 118  
EMAIL: JRiley@bddeng.com

OWNER  
PRAIRIE MEDICAL GROUP, LLC  
P.O. BOX 180266  
DALLAS, TEXAS 75218  
ATTN: S. ANNE MCKINNEY

SURVEYOR  
VOTEX SURVEYING COMPANY  
CONTACT: CANDY HONE  
10440 N. CENTRAL EXPWY., SUITE 800  
DALLAS, TEXAS 75231  
PH. (469) 333-8831  
EMAIL: candy@votexsurveying.com

**OWNER'S CERTIFICATE**

**STATE OF TEXAS §  
COUNTY OF DALLAS §**

**WHEREAS** **Prairie Medical Group, LLC** is the owner of a tract of land situated in the Elisha Fike Survey, Abstract No. 478, Town of Addison, Dallas County, Texas and being part of Beltway Office Park, Tract III, an addition to the Town of Addison, Texas, according to the plat thereof recorded in Volume 77086, Page 26, Deed Records, Dallas County, Texas; being that same tract of land conveyed to Prairie Medical Group, LLC by deed recorded in Document 202100276865, Deed Records, Dallas County, Texas, and being more particularly described as follows:

**BEGINNING** at a 1/2-inch iron rod found in the west right-of-way line of Beltway Drive (a 60-foot wide right-of-way) at the northeast corner of said Whitis and Vichyastit tract and the southeast corner of Addison Market, an addition to the Town of Addison, Texas, according to the plat thereof recorded in Volume 83208, Page 2077, Deed Records, Dallas County, Texas;

**THENCE** S 00°30'14" E, along said west right-of-way line of Beltway Drive, a distance of 301.51 feet to a 1/2-inch iron rod with plastic cap stamped "VOTEX SURVEYING" set for the southeast corner of said Tract III; same being an interior ell corner of said Beltway Drive;

**THENCE** S 89°32'46" W, with the north right-of-way line of said Beltway Drive, a distance of 169.05 feet to a 1/2-inch iron rod found at the southwest corner of said Tract III and the southeast corner of Lot 1, Hampton Inn Hotel, an addition to the Town of Addison, Texas, according to the plat thereof recorded in Volume 85090, Page 4767, Deed Records, Dallas County, Texas;

**THENCE** N 00°30'14" W, departing said north right-of-way line of Beltway Drive, a distance of 301.44 feet to a 1/2-inch iron rod found at the northeast corner of said Lot 1, Hampton Inn Hotel, the southeast corner of Lot 2-R, 4500 Belt Line Addition, an addition to the Town of Addison, Texas, according to the plat thereof recorded in Instrument No. 201900329939, Official Public Records, Dallas County, Texas, and the southwest line of said Addison Market;

**THENCE** N 89°31'22" E, a distance of 169.05 feet to the **POINT OF BEGINNING** and containing 50,964 square feet or 1.170 acres of land, more or less.

**DETENTION AREA EASEMENT STATEMENT**

This plat is approved by the Town of Addison and accepted by the owner(s), subject to the following conditions which shall be binding upon the owner(s), his heirs, grantees and successors, and assigns:

The proposed detention area easement(s) within the limits of this addition, will remain as detention area(s) to the line and grade shown on the plans at all times and will be maintained by the individual owner(s) of the lot or lots that are traversed by or adjacent to the detention area(s). The Town of Addison will not be responsible for the maintenance and operation of said detention area(s) or any damage or injury to private property or person that results from the flow of water along, into or out of said detention area(s), or for the control of erosion.

No obstruction to the natural flow of storm water run-off shall be permitted by filling or construction of any type of dam, building, bridge, fence, walkway or any other structure within the designated detention area(s) unless approved by the Director of Public Works, provided; however, it is understood that in the event it becomes necessary for the Town of Addison to erect any type of drainage structure in order to improve the storm drainage that may be occasioned by the streets and alleys in or adjacent to the subdivisions, then, in such event, the Town of Addison shall have the right to enter upon the detention area(s) at any point, or points, to erect, construct and maintain any drainage facility deemed necessary for drainage purposes. Each property owner shall keep the detention area(s) traversing or adjacent to his property clean and free of debris, silt and any substance which would result in unsanitary conditions or blockage of the drainage. The Town of Addison shall have the right of ingress and egress for the purpose of inspection and supervision of maintenance work by the property owner(s), or to alleviate any undesirable conditions, which may occur.

The detention area(s) as in the case of all detention areas are subject to storm water overflow(s) to an extent which cannot be clearly defined. The Town of Addison shall not be held liable for any damages of any nature resulting from the occurrences of these natural phenomena, nor resulting from the failure of any structure or structures, within the detention area(s) or subdivision storm drainage system.

The detention area easement line identified on this plat shows the detention area(s) serving this addition.

**OWNER'S ACKNOWLEDGEMENT AND DEDICATION:**

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That Prairie Medical Group, LLC, do hereby adopt this plat, designating the herein described property as **Lot 1, Block 1, PRAIRIE MEDICAL ADDITION**, an addition to the Town of Addison, Dallas County, Texas, and do hereby dedicate, in fee simple, to the public use forever, the streets and alleys shown thereon. The streets and alleys are dedicated for street purposed. The easements and public use areas, as shown, are dedicated for the public use forever, for the purposes indicated on this plat. No buildings, fences, trees, shrubs, or other improvements or growths shall be constructed, reconstructed, or placed upon, over or across the easements as shown, except that landscape improvements may be placed in landscape easements, if approved by the Town of Addison. In addition, utility easements may also be used for the mutual use and accommodation of all public utilities using or desiring to use the same unless the easement limits the use to particular utilities, said use by public utilities being subordinate to the public's and Town of Addison use thereof. The Town of Addison and public utility entities shall have the right to remove and keep removed all or parts of any buildings, fences, trees, shrubs, or other improvements or growths which may in any way endanger or interfere with the construction, maintenance or efficiency of their respective systems in said easements. The Town of Addison and public utility entities shall at all times have the full right of ingress and egress to or from their respective easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining, reading meters, and adding to or removing all or parts of its respective systems without the necessity at any time of procuring the permission from anyone.

The proposed detention area easement within the limits of this addition will remain as detention areas to the line and grade shown on the plans at all times and will be maintained by the individual owner(s) of the lot or lots that are traversed by or adjacent to the detention area. The Town of Addison will not be responsible for the maintenance and operation of said detention area or any damage or injury to private property or person that results from the flow of water along, into or out of said detention area or for the control of erosion.

No obstruction to the natural flow of storm water runoff shall be permitted by filling or construction of any type of dam, building, bridge, fence, walkway or any other structure within the designated detention area unless approved by the Director of Public Works, provided; however, it is understood that in the event it becomes necessary for the Town of Addison to erect any type of drainage structure in order to improve the storm drainage that may be occasioned by the streets and alleys in or adjacent to the subdivisions, then, in such event, the Town of Addison shall have the right to enter upon the detention area at any point, or points, to erect, construct and maintain any drainage facility deemed necessary for drainage purposes. Each property owner shall keep the detention area traversing or adjacent to his property clean and free of debris, silt and any substance which would result in unsanitary conditions or blockage of the drainage. The Town of Addison shall have the right of ingress and egress for the purpose of inspection and supervision of maintenance work by the property owner(s), or to alleviate any undesirable conditions, which may occur.

The detention area as in the case of all detention areas are subject to storm water overflow(s) to an extent which cannot be clearly defined. The Town of Addison shall not be held liable for any damages of any nature resulting from the occurrences of these natural phenomena, nor resulting from the failure of any structure or structures, within the detention area of subdivision storm drainage system.

The detention area easement line identified on this plat shows the detention area serving this addition.

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

WITNESS my hand this the \_\_\_\_ day of \_\_\_\_\_, 2022.

By: Prairie Medical Group, LLC

\_\_\_\_\_  
S. Anne McKinney, Owner

**STATE OF TEXAS §  
COUNTY OF DALLAS §**

Before me, the undersigned authority, a Notary Public in and for the County and State on this day personally appeared S. Anne McKinney, known to me to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me that she executed the same for the purpose and consideration therein and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Notary Public, State of Texas

WITNESS my hand this the \_\_\_\_ day of \_\_\_\_\_, 2022.

**SURVEYOR'S CERTIFICATE**

I, Candy Hone, a Registered Professional Land Surveyor, licensed by the State of Texas, hereby certify that I have prepared this plat from an actual on-the-ground survey of the land and that the corner monuments shown thereon were properly placed under my personal supervision in accordance with the platting rules and regulations of the Town of Addison, Texas.

Dated this the \_\_\_\_ day of \_\_\_\_\_, 2022.

**PRELIMINARY**

RELEASED 12/7/2021 FOR REVIEW PURPOSES ONLY. THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

\_\_\_\_\_  
Candy Hone, Registered Professional Land Surveyor, No. 5867  
Votex Surveying Company - Firm No. 10013600 - (469) 333-8831

**STATE OF TEXAS §  
COUNTY OF DALLAS §**

Before me, the undersigned, a Notary Public in and for the County and State on this day personally appeared Candy Hone, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same for the purpose and consideration therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the \_\_\_\_ of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Notary Public, State of Texas

**CERTIFICATE OF APPROVAL**

APPROVED BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF ADDISON, TEXAS ON THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 2022.

\_\_\_\_\_  
CHAIR OF THE PLANNING AND ZONING COMMISSION

\_\_\_\_\_  
CITY SECRETARY

**NOTES:**

1. THE BASIS OF BEARINGS FOR THIS SURVEY IS THE STATE PLANE COORDINATE SYSTEM, NORTH TEXAS CENTRAL ZONE 4202, NORTH AMERICAN DATUM OF 1983. ADJUSTMENT REALIZATION 2011 BASED ON CITY OF ADDISON MONUMENTS COA-3 AND 19 FOUND IN THE FIELD.

2. COORDINATES SHOWN ARE BASED ON THE STATE PLANE COORDINATE SYSTEM, NORTH TEXAS CENTRAL ZONE 4202, NORTH AMERICAN DATUM OF 1983 ON GRID COORDINATE VALUES, NO SCALE AND NO PROJECTION.

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"ZONE X" - OTHER AREAS: AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.

4. NOTICE: SELLING A PORTION OF THIS ADDITION BY METES AND BOUNDS IS A VIOLATION OF CITY ORDINANCE AND STATE LAW AND IS SUBJECT TO FINES AND WITHHOLDING OF UTILITIES AND BUILDING PERMITS.

5. PLACEMENT OF STREET TREES SHALL NOT INTERFERE WITH THE PLACEMENT OF TRAFFIC CONTROL DEVICES OR VISIBILITY AT INTERSECTIONS. EXISTING AND FUTURE TRAFFIC CONTROL DEVICES MAY REQUIRE THE REMOVAL OR PRECLUDE THE PLANTING OF STREET TREES.

6. DEVELOPMENT STANDARDS OF THIS PLAT SHALL COMPLY WITH ZONING ORD. 66 AS AMENDED.

7. THE PURPOSE OF THIS FINAL PLAT IS TO CREATE A PLATTED LOT FROM A PORTION OF A PLATTED TRACT.

8. ZONING: C-1.

**FINAL PLAT  
LOT 1, BLOCK 1  
PRAIRIE MEDICAL ADDITION**

BEING A REPLAT OF 1.170 ACRES OUT OF  
BELTWAY OFFICE PARK, TRACT III  
OUT OF THE

ELISHA FIKE SURVEY, ABSTRACT NO. 478 TOWN  
OF ADDISON, DALLAS COUNTY, TEXAS  
PROJECT NO. R 2021-03  
SHEET 2 of 2

\_\_\_\_\_  
ENGINEER  
BROCKETTE/DAVIS/DRAKE, INC.  
CONTACT: JIM RILEY  
4144 N. CENTRAL EXPWY., SUITE 1100  
DALLAS, TEXAS 75204  
PH. (214) 824-3647 EXT. 118  
EMAIL: JRiley@bdddeng.com

\_\_\_\_\_  
OWNER  
PRAIRIE MEDICAL GROUP, LLC  
P.O. BOX 180266  
DALLAS, TEXAS 75218  
ATTN: S. ANNE MCKINNEY

\_\_\_\_\_  
SURVEYOR  
VOTEX SURVEYING COMPANY  
CONTACT: CANDY HONE  
10440 N. CENTRAL EXPWY., SUITE 800  
DALLAS, TEXAS 75231  
PH. (469) 333-8831  
EMAIL: candy@votexsurveying.com

**Agenda Caption:**

Present, Discuss, and Consider Action on a **Preliminary Plat for Vitruvian Park Addition, Block C, Lot 1 for a Multifamily Development on 5.1 Acres Located at the Southeast Corner of Spring Valley Road and Vitruvian Way and North of Bella Lane** Case PP2021-01/Vitruvian Park Addition, Block C.

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**Attachments**

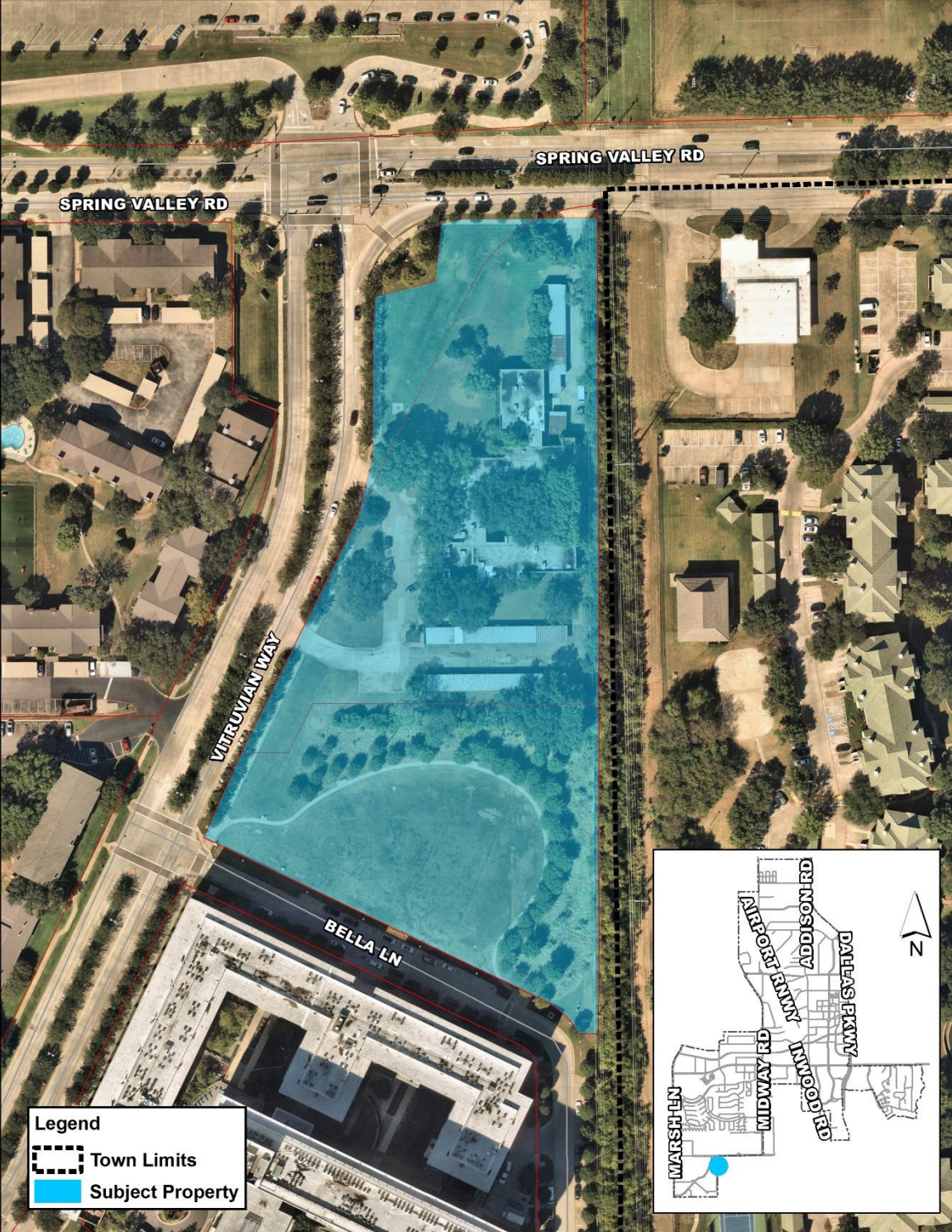
PP2021-01 Staff Report  
PP2021-01 Extension Request

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# PP2021-01

**Case PP2021-01/Vitruvian Park Addition, Block C.** Present, Discuss, and Consider Action on a Preliminary Plat for Vitruvian Park Addition, Block C, Lot 1 for a Multifamily Development on 5.1 Acres Located at the Southeast Corner of Spring Valley Road and Vitruvian Way and North of Bella Lane.

## LOCATION MAP





January 13, 2022

**STAFF REPORT**

RE: PP2021-01/Vitruvian Park Addition, Block C, Lot 1

LOCATION: 5.1 acres at the southeast corner of Spring Valley Road and Vitruvian Way and north of Bella Lane.

REQUEST: Approval of a Preliminary Plat

APPLICANT: Joel Massey, Icon Consulting Engineering

DISCUSSION:

Background: The subject property is located at the southeast corner of Spring Valley Road and Vitruvian Way and north of Bella Lane. The 5.1-acre site received development plan approval for the Vitruvian Townhomes, an 85 dwelling unit multi-family development, on December 14, 2021. The purpose of this preliminary plat is to conceptually depict the overall layout of the proposed lot and easements required for the future development. The purpose of this review is to ensure that the proposed addition complies with the Town's subdivision regulations and development standards

As required by Chapter 212 of the Local Government Code, the Town must take action on this plat within 30 days of submittal of a complete application. While staff has worked with the applicant to prepare this plat for consideration, there are outstanding technical issues that prevent this application from complying with Town regulations at this time. As a result, the applicant is requesting a 30-day extension to Commission review and consideration. This extension will allow the applicant to work through outstanding compliance issues with the plat.

If this 30-day extension is approved, final action would be required at the February 15, 2022 Planning and Zoning Commission meeting.

**RECOMMENDATION:**

Staff recommends approval of the 30-day extension request.



**icon** Consulting Engineers, Inc.  
Civil Engineers - Designers - Planners

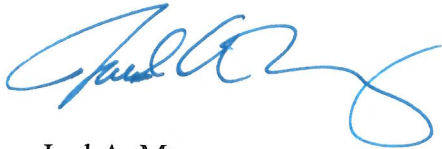
January 11, 2022

Ms. Jenifer Tedrick, AICP  
Planning & Development Manager  
Town of Addison  
16801 Westgrove Dr.  
Addison, TX 75001

Dear Ms. Tedrick,

On behalf of DCO Realty, Inc. we hereby request a 30-day extension for consideration of the Preliminary Plat for Vitruvian Park Addition, Lot 1, Block C to address Town comments received on Friday, January 7, 2022.

Respectfully,



Joel A. Massey  
Senior Project Manager

*F:\5019-26\ADMIN\Correspondence\Letters\20220111\_Vitruvian Park Block C Preliminary Plat Extension Request Letter.doc*

## Planning & Zoning Commission

7.

Meeting Date: 01/18/2022

---

### **Agenda Caption:**

Present, Discuss, and Consider Action on the **2021 Planning and Zoning Commission Annual Report.**

### **Staff Report:**

In the first quarter of each calendar year, The Commission is required by its adopted Rules, Regulations, and Procedures to submit its annual progress report for City Council review. Based on feedback provided at the January 6, 2022 Organizational Meeting, staff has made refinements to the report and has presented goals for 2022 for final review by the Commission. Upon approval of this report, the newly appointed Commission Chair will present the report to City Council at a future meeting.

### **Recommendation:**

Staff recommends approval of the 2021 Planning and Zoning Commission Annual Report.

---

### **Attachments**

2021 Planning and Zoning Commission Annual Report

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**ADDISON**

**Planning & Zoning Commission**

**2021 Annual Report**

## **Overview**

The Planning and Zoning Commission is governed by its adopted Rules, Regulations, and Procedures. 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.”

This document shall serve as the Commission’s progress report, and the attendance record of all members is included for City Council review and use.

## **A Year of Transition**

Evolving pandemic conditions and personnel changes for the Commission and Town staff ushered in a year of transition for the Commission. With former Chair Kathryn Wheeler transitioning off of the Commission to serve on City Council, Denise Fansler was appointed to serve on the Commission. The Commission members subsequently elected Eileen Resnik to serve as Chair and Tom Souers to serve as Vice Chair for 2021. In February, Ken Schmidt joined Town staff to serve as the Director of Development Services, and in July, Jenifer Tedrick joined Town staff to serve as the Planning and Development Manager.

As our ability to mitigate the impacts of the pandemic improved, the Commission transitioned to a hybrid meeting format, with the Commission and Town staff meeting in person, and meeting participants having the option to participate in person or via Zoom. With this change in meeting format, the Commission also moved its monthly work session to immediately precede the regular meeting. With these changes, the Commission also reviewed and updated their Rules, Regulations, and Procedures. That document was last updated in 2004.

Commission meeting attendance remained very strong in 2021, with only one absence accrued for the year. The following Commissioners had perfect attendance during their tenure on the Commission in 2021 – Robert Catalani, John Meleky, Eileen Resnik, Nancy Craig, Denise Fansler, and Tom Souers. Please see the “2021 Meeting Attendance” exhibits for detailed attendance information for each commissioner.

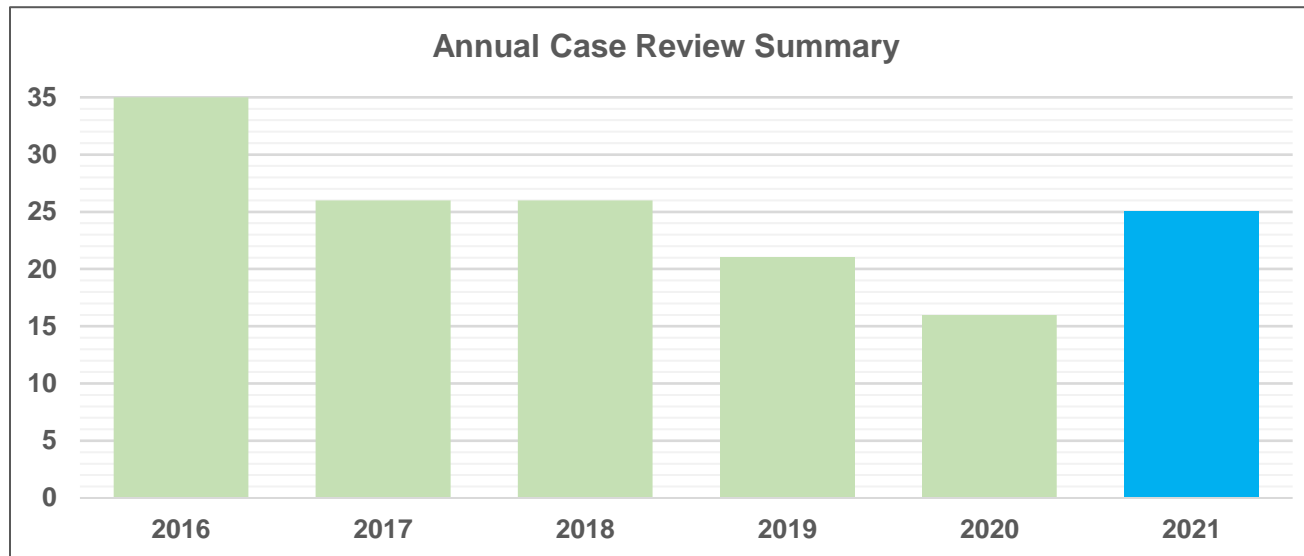
In addition to their regular meetings, Commission members also participated in three joint meetings with the City Council in order to provide feedback on the re-initiated Unified Development Code project.

## 2021 Case Summary

Overall, the Commission experienced an increased workload that was more reflective of pre-pandemic conditions. This can largely be attributed to increased restaurant activity following the drawdown of pandemic-driven occupancy and service restrictions.

Over the course of nine regular meetings and one special meeting held in 2021, the Planning and Zoning Commission reviewed 25 cases. This case load was comprised of the following:

- 9 Rezoning and Development Plan Requests
- 15 Special Use Permit Requests
- 1 Plat



As shown in the chart above, the 25 cases reviewed this year reflects a 56 percent increase from the 2020 case load. Please see the “Project Review History” exhibit to view a comparison of the annual case load by project type.

Key trends from this historical data show that 2021 was largely consistent with pre-pandemic conditions, with the exception of the amount of Plat applications the Town received. If 2021 had followed those pre-pandemic trends for plat applications, our overall case load would have tracked with the 2016 five-year peak.

## **Notable Projects and Development Trends**

Several key development trends took shape in 2021. These include:

- **Strong Restaurant Demand in the Belt Line Road Corridor**  
Restaurant growth was the dominant trend of 2021, with substantial investment continuing at Belt Line Rd and Montfort Drive, through new concepts such as Loro Asian Smokehouse, Jeni's Splendid Ice Creams, Pressed, La La Land Kind Café, and TK's Place. Additional investment occurred at the western end of the Belt Line corridor, through the introduction of Wing Boss and PokeWorks.
- **Additional Townhome Supply – Addison Grove and Vitruvian**  
The next phase of the Addison Grove Townhomes will bring 33 additional "for sale" townhomes, with 17 of these homes being "Live/Work", allowing the homeowner to operate a small business on the ground floor. In the Vitruvian Park neighborhood, 85 "for rent" townhome units will be developed at the southeast corner of Vitruvian Way and Spring Valley Road. These new townhomes will contribute to the diversity of the Town's housing inventory.
- **Continued Evolution of the Greenhill School and Trinity Christian Academy Campuses**  
Greenhill School and Trinity Christian Academy continue to implement their campus master plans. Construction of a new middle school building on the TCA campus is ongoing and will be completed for the start of the 2023 school year. Construction of Greenhill School's Math, Science, and Innovation (MSI) building will commence this winter, with a planned completion date of Fall, 2023.

Please see the "Project Map – 2021 Cases" exhibit to see the location of each case by project type.

## **Commission Goals for 2022**

Commission goals for the 2022 calendar year include:

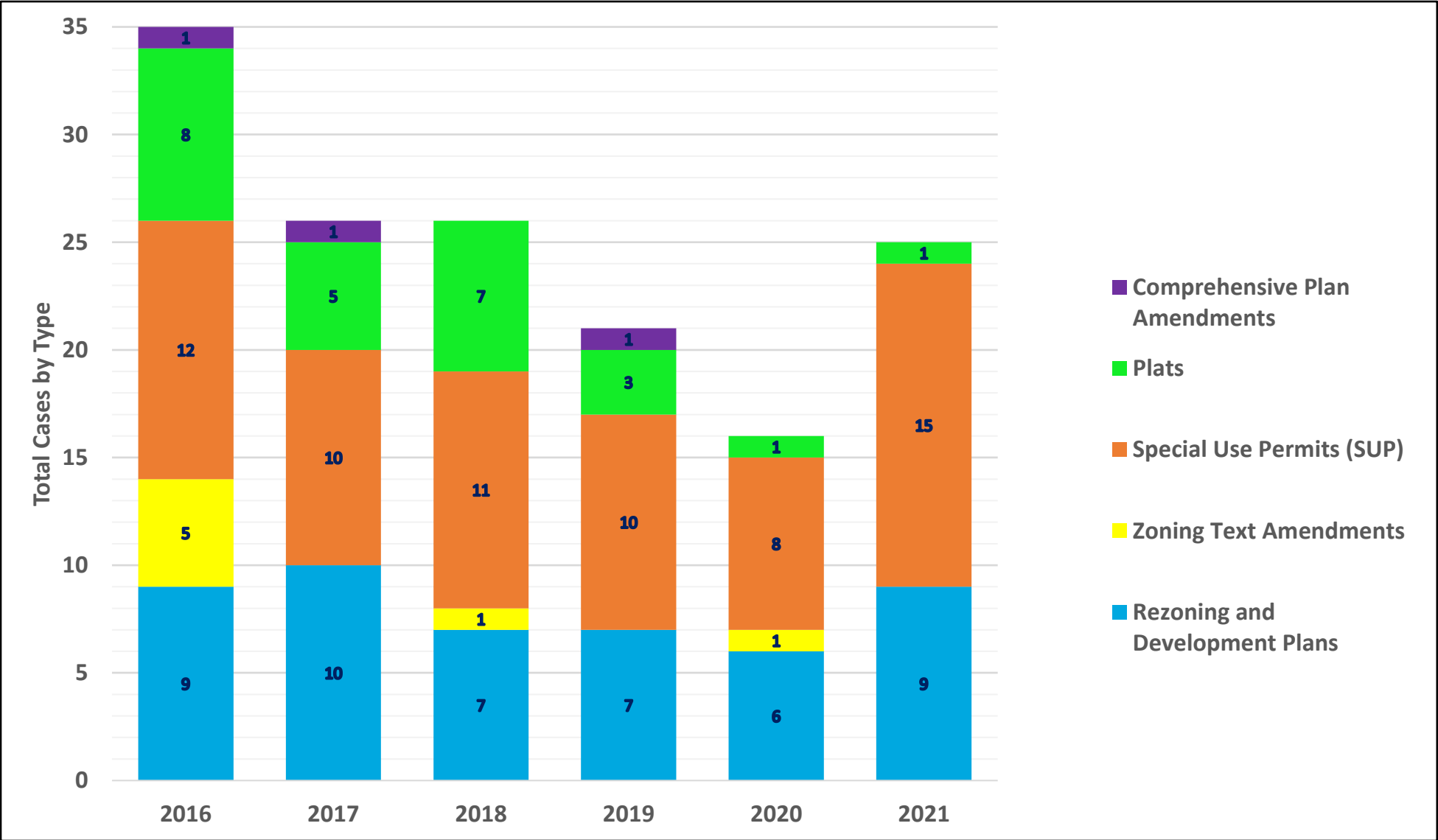
- Execution of the 2022 Planning and Development Work Program (see attached). Major areas of focus will include implementation of the UDC and review of the TOD zoning entitlements.
- Renewed focus on sustainability in the development review process, addressing issues such as recycling, sidewalk connectivity, preservation of tree canopy, and replacement of lost landscape.
- Process improvements targeting pre-meeting staff communication, the agenda and packet process, and Commission meeting procedures.
- Internal and external training and development opportunities for the Commission and staff.

# MEETING ATTENDANCE - 2021

Planning and Zoning Commissioner Attendance Summary - 2021				
Commissioner	Present	Absent	Eligible	Attendance Rate
Catalani, Bob	10	0	10	100%
Craig, Nancy	10	0	10	100%
DeFrancisco, Chris	9	1	10	90%
Fansler, Denise	10	0	10	100%
Meleky, John	10	0	10	100%
Resnik, Eileen (Chair)	10	0	10	100%
Souers, Tom (Vice Chair)	10	0	10	100%
<b>Average</b>				<b>98.6%</b>

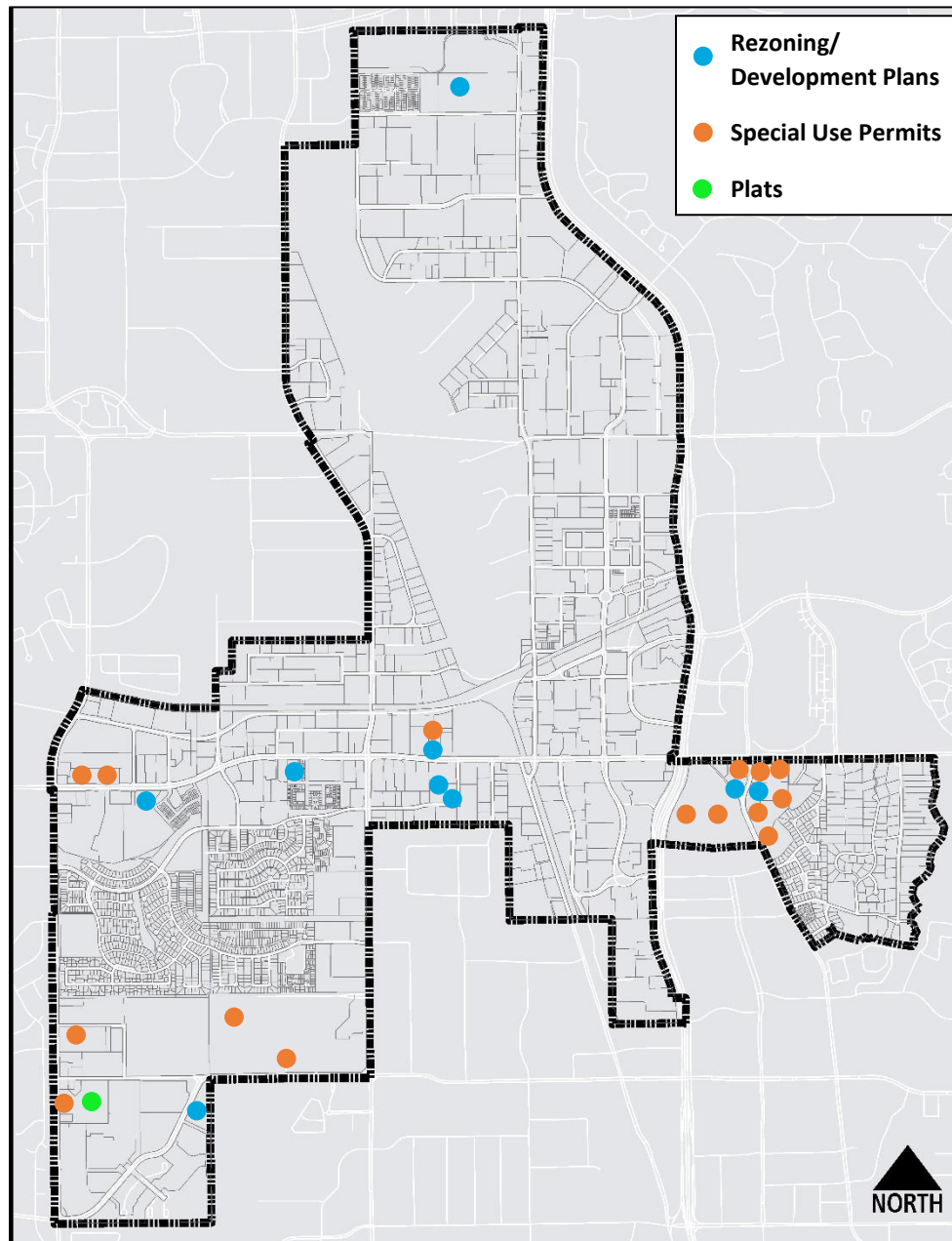
Planning and Zoning Commissioner Attendance Record by Meeting - 2021														
Commissioner	21-Jan	16-Feb	16-Mar	20-Apr	18-May	21-Jun	20-Jul	17-Aug	21-Sep	19-Oct	16-Nov	7-Dec	21-Dec	
Catalani, Bob	No Meeting	No Meeting	P	P	P	No Meeting	P	P	P	P	P	P	P	
Craig, Nancy			P	P	P		P	P	P	P	P	P	P	
DeFrancisco, Chris			P	P	P		P	P	A	P	P	P	P	P
Fansler, Denise			P	P	P		P	P	P	P	P	P	P	P
Meleky, John			P	P	P		P	P	P	P	P	P	P	P
Resnik, Eileen (Chair)			P	P	P		P	P	P	P	P	P	P	P
Souers, Tom (Vice Chair)			P	P	P		P	P	P	P	P	P	P	P
<b>Average</b>			<b>N/A</b>	<b>N/A</b>	<b>100%</b>		<b>100%</b>	<b>100%</b>	<b>N/A</b>	<b>100%</b>	<b>85.7%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

# PROJECT REVIEW HISTORY





# PROJECT MAP – 2021 CASES



# 2021 PROJECT UPDATES

COMPLETED PROJECTS



5290 BELT LINE ROAD, SUITE 112B



5294 BELT LINE ROAD, SUITE 110



5290 BELT LINE ROAD, SUITE 104



3765 BELT LINE ROAD

# 2021 PROJECT UPDATES

DISTRICT (SPRING 2022)



TK'S PLACE (JANUARY 2022)



LOW KEY POKE JOINT EXPANSION (SPRING 2022)



OAK'D BBQ (SUMMER 2022)



UNDER CONSTRUCTION

# 2021 PROJECT UPDATES

UNDER CONSTRUCTION

DUTCH BROS COFFEE (SPRING 2022)



14310 MARSH LN

ADDISON GROVE TOWNHOMES, PH II (2022/23)



4150 BELT LINE RD

TCA MIDDLE SCHOOL (FALL 2022)



17001 ADDISON RD

POKEWORKS (SPRING 2022)



3719 BELT LINE ROAD

# 2021 PROJECT UPDATES

BISCUIT BAR (SUMMER 2022)



5294 BELT LINE RD, SUITE 106

LORO (SUMMER 2022)



14999 MONTFORT DR

TIERRA ENCANTADA (FALL 2022)



14450 MARSH LN

BELTWAY MED. OFFICE (WINTER 2023)



4551 BELTWAY DR

GREENHILL MSI BUILDING (FALL 2023)



4141 SPRING VALLEY RD

VITRUVIAN TOHNHOMES (2023/2024)



3900 SPRING VALLEY RD

## PRE-CONSTRUCTION

**Agenda Caption:**

Present, Discuss, and Consider Action on the **2022 Planning and Development Work Plan.**

**Staff Report:**

Staff prepared a 2022 work plan for the planning and development program and presented a draft to the Commission at the January 6, 2022 Organizational Meeting. Based on the discussion and feedback received, staff has updated the document to include task initiation and completion projections for Commission review and consideration. Following Commission approval, staff will conduct quarterly implementation progress reviews with the Commission.

**Recommendation:**

Staff recommends approval of the 2022 Planning and Development Work Plan.

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**Attachments**

Planning and Development 2022 Work Plan

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Planning & Development Program 2022 Work Plan		Initiation	Completion	Status
<b>Key Focus Area #1: Development Review and Zoning Enforcement</b>				
	Goal #1: Complete review of the final two phase of the Unified Development Code (UDC) Project	Q4, 2021	Q2, 2022	Ongoing
	Goal #2: Facilitate adoption and implementation of the UDC	Q3, 2022	Q4, 2022	Not Initiated
	Goal #3: Facilitate entitlement process for the Addison Circle TOD project and future phases of ongoing master planned developments	Q3, 2022	Q4, 2022	Not Initiated
	Goal #4: Begin/continue implementation of adopted master plans and special area studies	Recurring	Recurring	Ongoing
<b>Key Focus Area #2: Long Range Planning</b>				
	Goal #1: Complete Sam's Club Special Area Study	Q2, 2021	Q2, 2022	Ongoing
	Goal #2: Establish advisory committee, select consultant, and initiate Comprehensive Plan Update	Q3, 2022	Q4, 2022	Not Initiated
<b>Key Focus Area #3: Community Engagement</b>				
	Goal #1: Establish community outreach inventory that identifies neighborhood/apartment community leadership, as well as key business property owners and managers	Q2, 2022	Q3, 2022	Not Initiated
	Goal #2: Create a neighborhood meeting process to facilitate community input on the front end of the zoning process	Q1, 2022	Q3, 2022	Ongoing
	Goal #3: Create a Development Services Department Annual Report to communicate key development/demographic trends	Q1, 2022	Q4, 2022	Ongoing
	Goal #4: Conduct outreach to business community to help them navigate Town zoning and development requirements (i.e. SUP process)	Recurring	Recurring	Ongoing
<b>Key Focus Area #4: Process Improvement and Customer Service</b>				
	Goal #1: Review and Update Public Meeting procedures to better address hybrid meeting format	Q1, 2022	Q2, 2022	Ongoing
	Goal #2: Evaluate and implement needed improvements to Town plan and permit management system	Recurring	Recurring	Ongoing
	Goal #3: Review and update P & Z packet and staff report format	Q1, 2022	Q3, 2022	Not Initiated
	Goal #4: Expand use of GIS in development visualization and records management	Recurring	Recurring	Not Initiated
	Goal #5: Update development review SOPs and administrative tools	Recurring	Recurring	Ongoing
<b>Key Focus Area #5: Commission and Staff Development</b>				
	Goal #1: Conduct relevant internal training on annual basis with the Commission	Q2, 2022	Q4, 2022	Not Initiated
	Goal #2: Plan a development tour to visit regional best practices for infill and redevelopment (every other year)	Q3, 2022	Q3, 2022	Not Initiated
	Goal #3: Conduct periodic site visits to Town projects to support the review process and to assess lessons learned	Q2, 2022	Q4, 2022	Not Initiated
	Goal #4: Provide access to online and local training events for Planning Commissioners	Recurring	Recurring	Not Initiated