

State of Texas
County of Denton
City of Lake Dallas

Minutes: Planning and Zoning Commission Minutes

The Lake Dallas Planning and Zoning Commission met in a regular meeting on December 17, 2020 in a video conference, with notice of the meeting given, as required by Title 5, Chapter 551.041 of the Texas Government Code. Chairperson Ben Gilbert call the meeting to order at 7:01 p.m.

1. Roll Call: Planning and Zoning Commission

Ben Gilbert	Chairperson, Member Place 1
Adam Peabody	Member Place 2
Lester Rayburn	Member Place 5
Melody Parlett	Alternate Member 2
Absent: Jayme Potter	Member Place 3

Staff present: John Cabrales, City Manager, Angie Manglaris, Director of Development Services and Glenda Cowling, Permit Technician

2. Pledge of Allegiance was led by Ben Gilbert

3. Citizen Agenda & Public Comment

An opportunity for citizens to address the Planning & Zoning Commission on matters which are not scheduled for consideration by the Planning & Zoning Commission. To address the Planning & Zoning Commission, please send your comments to the City Secretary before 3:00 p.m. on the date of this meeting. Comments sent by e-mail will be read aloud so that they are included in the recorded record of the meeting. In keeping with the Council's procedures for limiting speaking time to five (5) minutes per speaker, any written comments provided for this item should be kept short enough so that they can be read aloud in five (5) minutes or less. The Texas Open Meeting Act prohibits deliberation by the Planning & Zoning Commission of any subject which is not on the posted agenda, therefore the Planning & Zoning Commission will not be able to discuss or take any action on items brought up during the citizen presentations that are not on the agenda.

No public input was received.

4. Approval of minutes for Meeting held on October 15, 2020.

Motion: to approve the minutes for meeting of October 15, 2020 as presented was made by Alt. Member, Melody Parlett. Member Lester Rayburn seconded.

Ayes: Member Ben Gilbert, Member Adam Peabody, Member Lester Rayburn and Alt. Member, Melody Parlett.

Nays: None

Motion Passed 4-0

5. Conduct a public hearing and consider an ordinance amending the development and use regulations applicable to the property described as Block 1, Lot 7, Providence Addition generally located at the northwest corner of Betchan Street and Main Street by changing the zoning classification from Retail (C-1) with a Downtown Overlay to Planned Development Residential R-1-6000 and adopting a site plan and development regulations.

Angie Manglaris, Director of Development Services, presented the staff report and gave an overview of the Planned Development request. Ms. Manglaris explained the Planned Development was to allow for the construction of three (3) single family homes and gave an overview of the specific requirements proposed as part of the development standards. Ms. Manglaris stated the City would like to see sidewalks as part of this development and recommended the Commission consider adding a condition stipulating the applicant and City staff meet before the City Council Meeting to determine the feasibility of sidewalk inclusion on the property.

Mr. Paul Perry, owner and applicant, introduced himself to the Commission and made himself available for questions.

Discussion was held among the Commission regarding the proposed site configuration and the access off Main Street, particularly as it related to driveway orientation and requirements, and the drainage plan for the site. Ms. Manglaris explained driveways and engineered grading plans would be evaluated at the time of site development and shall conform to the City's Engineering Design Standards.

The Commission also inquired if the change from commercial to residential would be in line with the developments in existence in the Downtown Overlay. Ms. Manglaris and John Cabrales, City Manager, explained to the Commission that the site could be suitable for either residential or commercial development given the Comprehensive Plan's vision

for the area, but the configuration of the lot could present challenges to commercial development.

The public hearing opened at 7:41 p.m. No public input was received. The public hearing was closed 7:41 p.m.

Additional discussion was held surrounding the driveway configuration, the proposed concept, and the number of allowable homes as part of the Planned Development.

Motion: Alt. Member Parlett motioned to recommend City Council approve an ordinance amending the development and use regulations applicable to the property described as Block 1, Lot 7, Providence Addition generally located at the northwest corner of Betchan Street and Main Street by changing the zoning classification from Retail (C-1) with a Downtown Overlay to Planned Development Residential R-1-6000 and adopting a site plan and development regulations with the condition the applicant and City staff work together before the City Council meeting to determine the feasibility of sidewalk installation. Member Rayburn seconded the motion.

Ayes: Member Ben Gilbert, Member Adam Peabody, Member Jayme Potter, Member Lester Rayburn and Alt. Member, Melody Parlett.

Nays: None.

Motion Passed 4-0

- 6. Conduct a public hearing and consider an ordinance amending the development and use regulations applicable to property described as Lot 2-A, Block A, Gatlin Addition generally located north on Carlisle Drive and to the east of the DCTA Rail Trail from by changing the zoning classification from Retail (C-1) to Commercial District (C-3).**

Ms. Manglaris provided the Commission with background information regarding the history of the subject tract, presented the staff report gave and overview of the Zoning Change request. Ms. Manglaris provided the Commission with the analysis of the case, including the existing conditions, proposed development plan for storage units, and all land uses that are allowed in the Commercial (C-3) District should the request be approved. Ms. Manglaris explained this is step one in a multi-step development process and, should the development be approved, a detailed Site Plan would be required by the applicant as part of the next phase in development.

Mr. John Smith, owner and applicant, addressed the Commission, explained the concept plan and intent of the request, and made himself available for any questions.

The public hearing opened at 7:55 p.m. No public input was received. The public hearing was closed 7:55 p.m.

Discussion was held among the Commission regarding the drainage of the site, access off Carlisle, the requirements and vision of the 2030 Comprehensive Plan and the proposed land use. Mr. Smith addressed the Commission's concerns and explained the reasoning for his request. Mr. Smith explained to the Commission that after listening to feedback regarding his last proposal for the site, he felt storage units would be a more suitable use for his property.

Motion: Member Peabody motioned to recommend City Council approve an ordinance amending the development and use regulations applicable to property described as Lot 2-A, Block A, Gatlin Addition generally located north on Carlisle Drive and to the east of the DCTA Rail Trail from by changing the zoning classification from Retail (C-1) to Commercial District (C-3). Member Rayburn seconded.

Ayes: Chairperson Ben Gilbert, Member Adam Peabody, Member Jayme Potter, Member Lester Rayburn

Nays: Alt. Member, Melody Parlett

Motion Passed 3-1

7. Receive a report and hold a discussion on draft changes to the Use Charts.

Ms. Manglaris provided the Commission with background information on the project and explained the purpose of the discussion was to review changes staff has made to the Use Chart since the Commission last reviewed them in August 2020 and determine if any additional changes to the proposed Use Charts would be needed.

The Commission reviewed the proposed Use Charts line-by-line and discussed the possibility of adding a use that would allow for modular/manufactured/tiny homes and where it would appropriate to situate the use.

The Commission requested before moving forward with the project, staff confirm the proposed Use Tables will not conflict with existing Livestock Ordinances.

8. Receive a report, hold a discussion, and provide staff with direction regarding proposed amendments to the City sign regulations set forth in Chapter 80 of Lake Dallas Municipal Code.

Ms. Manglaris gave a history of the project and explained the intent of the proposed updates was to address concerns City Council had regarding the Sign Ordinance and start addressing areas that will help the City achieve Scenic City Designation.

Ms. Manglaris gave an overview of the areas in Chapter 80 that staff was considering making amendments to including:

- Allowance of Wind Signs.

- Amending the Political Signs section to be in line with State Law.
- Incorporating L.E.D standards into the Code.
- Modifying the Monument Signs section to be more inclusive and detailed.
- Modifying how wall sign coverage is measured by switching from a percentage to an allowable area.
- Amending the Prohibited Signs section to reflect changes recommended and adopted as part of these revision.
- Adopting a Sign Table to make the Chapter more user-friendly and streamline the review process.

Discussion was held among the Commission regarding the proposed changes. The Commission had questions regarding how the City tracks permits and who is responsible for monitoring them. Ms. Manglaris explained it is the responsibility of staff to track and monitor these permits.

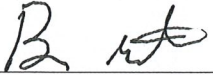
The Commission expressed concerns with requiring there be a sixty (60) day period of separation between wind sign use on commercial property. Member Peabody suggested the City explore the option of altering the time between wind signs to be thirty (30) days. Staff agreed to make note and look into the alternative option.

No further discussion was held on the item.

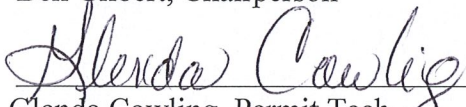
Prior to adjournment, Chairperson Gilbert inquired if staff had updates regarding the Development Services Department. Ms. Manglaris gave an overview of projects the Department was working on and explained that the next several months will be focused on Code amendments so that the City may begin applying for various accreditation programs in the near future.

Adjournment 8:46 p.m.

Passed and approved on the 21 day of January, 2021



 Ben Gilbert, Chairperson



 Glenda Cowling, Permit Tech

