MINUTES
PLANNING AND ZONING COMMISSION
July 6, 2023

The Planning and Zoning Commission of the City of Anna held a meeting at 7:00 p.m. on July 6, 2023, at the Municipal Complex located at 120 W. 7th Street, to consider the following items.

1.. Call to Order and Establishment of Quorum

The meeting was called to order at 7:01 p.m.

Commissioners present were Kelly Patterson-Herndon, Jessica Walden, Douglas Hermann, Michelle Clemens, David Nylec, Matt Blanscet, and Staci Martin. Staff present were Ross Altobelli, Lauren Mecke, Salena Tittle, and Interim Assistant City Manager, Greg Peters. Mayor Pro-Tem Lee Miller and Councilman Pete Cain were also in attendance.

2. Invocation and Pledge of Allegiance

Commissioner Blanscet gave the invocation and led the Pledge of Allegiance.

3. Citizen Comments: At this time, any person may address the Planning and Zoning Commission regarding an item on this meeting agenda that is not scheduled for public hearing. Also, at this time any person may address the Commission regarding an item that is not on this meeting agenda. Each person will be allowed up to three (3) minutes to speak. No discussion or action may be taken at this meeting on items not listed on this agenda, other than to make statements of specific factual information in response to a citizen's inquiry or to recite existing policy in response to the inquiry.

There were no speakers.

4. Location Map

P&Z Annual Organizational Review

Ms. Mecke gave a brief explanation of the yearly process for Commission elections.

5. Elect a Planning & Zoning Commission Chair.

A motion was made by Commissioner Nylec, seconded by Commissioner Walden for Kelly Patterson-Herndon to remain the Planning & Zoning Commission Chairwoman. The vote was unanimous.

6. Elect a Planning & Zoning Commission Vice-Chair.

A motion was made by Chairwoman Patterson-Herndon, seconded by Commissioner Clemens for Douglas Hermann to be appointed as the Planning & Zoning Commission Vice-Chairman. The vote was unanimous.

7. Elect a Planning & Zoning Commission Secretary.

Ms. Mecke advised the Commission that it has been staff that has served as the secretary.

A motion was made by Chairwoman Patterson-Herndon, seconded by Commissioner Martin for planning staff to remain the Planning & Zoning Commission Secretary. The vote was unanimous.

8. Review/Discuss/Action on Planning & Zoning Commission Rules of Procedure.

Ms. Mecke advised the Commission that the particular item was up to the Commission as to what items they wanted to discuss. Ms. Mecke also advised the Commission that staff recommends three specific items as discussion points.

- Charter Attendance Policy
- 2024 P&Z Submittal & Meeting Calendar
- P&Z Meeting Start Time Discussion

Chairwoman Patterson-Herndon and Commissioner Nylec agreed with staff's recommendation of discussion items.

Ms. Mecke read the attendance policy for the record.

Chairwoman Patterson-Herndon asked the Commissioners to send an email to staff, and copy the P&Z Chair, should they, at any point, not be able to attend a scheduled meeting.

All Commissioners agreed to the attendance policy.

For the 2024 Submittal & Meeting Calendar, Chairwoman Patterson-Herndon recommended that the proposed January 2024 and the proposed September 2024 P&Z meeting be on a Wednesday due to the Holidays that fall within those months.

The Commissioners agreed that the January 2024 meeting should be held on Wednesday, January 3rd and the September 2024 meeting should be held on Wednesday, September 4th. All other dates were approved by the Commission.

For P&Z Commission Meeting start time, Chairwoman Patterson-Herndon recommended that the Commission start their meetings at 6:00pm due to the fact that all other Boards & Commissions including Council begin their meetings at 5:30pm or 6:00pm.

Commissioner Walden agreed but said the only thing she would be concerned about was developers coming from other cities, like Grand Prairie or Irving, being able to make it by the earlier time.

Chairwoman Patterson-Herndon agreed but said that it was one meeting a month and given the notice of the earlier time, the developers should be able to make it work.

The Commissioners agreed to 6:00pm Planning & Zoning Commission meeting start times beginning in September.

Consent Items

Commissioner Walden made a request to pull Consent Item No. 22 for further discussion.

A motion was made by Chairwoman Patterson-Herndon, seconded by Commissioner Hermann to recommend approval of consent items 9-21. The vote was unanimous.

9. Consider/Discuss/Action to approve minutes of the June 5, 2023, Planning & Zoning Commission Meeting.

10. Consider/Discuss/Action on the 455/75 Business Addition, Block A, Lot 4R, Site Plan. Applicant: Shree Anna Realty Corp.

11. Consider/Discuss/Action on the Arden Park Phase 1, Block C, Lot 1X, Site Plan. Applicant: Arden Park Owner TX, LLC, a Delaware Limited Liability Company.

12. Consider/Discuss/Action on the Arden Park Phase 2, Final Plat. Applicant: Arden Park Owner TX, LLC, a Delaware Limited Liability Company.

13. Consider/Discuss/Action on the Arden Park Phase 2, Site Plan. Applicant: Arden Park Owner TX, LLC, a Delaware Limited Liability Company.

14. Consider/Discuss/Action on the Gateway at Buddy Hayes, Block A, Lot 2R, Replat. Applicant: Jeff Williams / Anna Southgate, LLC.

15. Consider/Discuss/Action on the Gateway at Buddy Hayes, Block A, Lot 2R, Site Plan. Applicant: Jeff Williams / Anna Southgate, LLC.

16. Consider/Discuss/Action on the Gateway at Buddy Hayes, Block C, Lot 1R, Replat. Applicant: Josh Eadie / NexMetro Hayes, LP.

17. Consider/Discuss/Action on the Gateway at Buddy Hayes, Block C, Lot 1R, Site Plan. Applicant: Josh Eadie / NexMetro Hayes, LP.

18. Consider/Discuss/Action on the Lorenzo Dow Hendricks Elementary Addition, Block A, Lot 1, Final Plat Applicant: AnaCapri Laguna Azure, LLC and Bloomfield Homes, LP.

19. Consider/Discuss/Action on the One Anna Two Addition, Block A, Lots 4R & 5, Preliminary Replat. Applicant: North Texas HOCO, LLC.

20. Consider/Discuss/Action on the S.E. Jenkins Estates, Block A, Lot 1, Final Plat. Applicant: Sam Elba Jenkins.

21. Consider/Discuss/Action on the Skyway Towers Addition, Block A, Lot 1, Development Plat. Applicant: William & Mary Enox.

22. Consider/Discuss/Action on the Zee Addition, Block A, Lot 1, Final Plat. Applicant: Zeeshan Hameed & Sharon Carroll Smith.

Regarding Item 22, Commissioner Walden explained that the staff report had indicated that the plan supports the City of Anna Strategic Plan and she feels this is contradictory to what the Downtown Master Plan calls out for. She then indicated that the Downtown Master Plan calls out for Civic & Institutional.

Mr. Altobelli advised the Commission that the Strategic Connection is mainly associated with the direction for City Council. Mr. Altobelli further explained that the Strategic Connection of Unique is typically given to all plats and site plans that are on consent as part of the process of applications.

A motion was made by Commissioner Walden, seconded by Chairwoman Patterson-Herndon to recommend approval of Consent Items No. 22 subject to variance approval by the Board of Adjustments. The vote was unanimous.

Items for Individual Consideration

23. Conduct a Public Hearing/Consider/Discuss/Action on a request to rezone 2.0± acres located 370± feet east of U.S. Highway 75, 510± feet south of W. White Street from C-2 General Commercial to Planned Development-C-2 General Commercial to allow for the use of Self-Storage, mini-warehouse with modified development standards.

Mr. Altobelli introduced the item. The applicant is requesting to rezone 2.0± acres from C-2 General Commercial to Planned Development-C-2 General Commercial to allow for the use of a Self-Storage, mini-warehouse with modified development standards.

The Public Hearing was opened at 7:21 p.m.

Mr. Tyler Adams, the applicant's representative, provided a brief presentation regarding the applicant's zoning request.

Commissioner Nylec asked if the number of trucks that they are proposing was a normal amount and expressed his concern for the amount they are proposing.

Mr. Adams said they do not typically rent a lot of trucks, but that the ten they are proposing doesn't seem like a lot. Mr. Adams also expressed how other facilities have approximately 30 and park them in front of the business, where they will have theirs parked in the back.

Commissioner Blanscet asked if the U.S. Highway 75 frontage road was going to be the only access to the storage facility.

Mr. Adams explained the layout and was able to show the Commission the other access route that would come from the future Buddy Hayes Boulevard.

Chairwoman Patterson-Herndon asked how large the mechanical equipment was going to be that resulted in them needing an additional 15 feet.

Mr. Adams detailed the height of the equipment and where it will be sitting from the roofline and further explained the reason for the added request.

Chairwoman Patterson-Herndon asked why they were only proposing fencing on one side of the project instead of completely around it.

Mr. Adams explained the lockdown process of the building as added security measures so they would not have to fence around the entire building.

Commissioner Walden asked the applicant to confirm whether the intent was to utilize the adjacent multifamily project's wrought iron fence to act as a buffer.

Mr. Adams confirmed that was correct.

Mr. Altobelli clarified that there will not be any fencing along the southern property boundary line but instead the applicant is proposing additional landscaping to help with the look along the quasi-public roadway. Mr. Altobelli also explained that the applicant is proposing an additional landscape buffer area along the northern property boundary with wood fencing, masonry columns, and additional landscaping.

Chairwoman Patterson-Herndon asked how many units they are proposing in the building.

Mr. Adams said they have not narrowed the number of units down, but the application was for 700. He also explained that realistically, it would be lower than that.

Chairwoman Patterson-Herndon asked if the applicant would be amenable to a 1 per 30 units parking ratio opposed to the requested 1 per 40 units.

Mr. Adams explained that he was unsure whether or not that is something they could do given the site. He also explained that they did provide more parking than requested and that the use does not generate a huge amount of traffic.

Mr. Altobelli explained that in past approved self-storage zoning requests, the applicants in those cases requested even less parking. This applicant's request would provide more parking than has been approved in past zoning cases.

Commissioner Blanscet asked the applicant to verify that renters would not be allowed to access their unit after 10pm.

Mr. Adams confirmed that was correct.

Chairwoman Patterson-Herndon expressed concern for security of the building.

Commissioner Hermann advised that the applicant could not fence the entire property because of the access drive.

Chairwoman Patterson-Herndon asked where their other locations were in the metroplex.

Mr. Adams advised one in Dallas and one in Waxahachie.

Chairwoman Patterson-Herndon asked what the height is for those buildings in Dallas and Waxahachie

Mr. Adams explained the site in Waxahachie is 38 feet in height and the site in Dallas is roughly 35 feet.

Chairwoman Patterson-Herndon asked how many handicap parking spaces they were going to have.

Mr. Adams advised there will be two.

Commissioner Walden asked for clarification regarding the dumpster enclosure area and whether or not it was going to have a curb around it.

Mr. Adams explained that the curb shown is to show the turning radius and that the dumpster gates will not encroach into the fire lane.

Commissioner Walden asked if they have a company in mind to maybe partner with for EV charging stations.

Mr. Adams explained that they do not have one in mind at this time.

The Public Hearing was closed at 7:42 p.m.

Commissioner Nylec asked who would be responsible for maintaining the fencing over time.

Mr. Altobelli explained that responsibility would fall on the applicant (owner).

Commissioner Hermann stated that he knows the City's intent is to get away from having to do Planned Developments. He wanted to know if this was something we could achieve with just simple variances instead of doing a PD.

Mr. Altobelli explained that in this particular circumstance the applicant's request is pertaining to the use. If it were just for the height or something different to the site, variances would come into play. But because the applicant is requesting a specific type of use, Planned Development is what is needed in order to achieve that.

Commissioner Nylec explained that he is very happy with what is being proposed and the renderings associated with it. He motioned to approve the request.

Commissioner Hermann expressed a second for the motion.

Chairwoman Patterson-Herndon then explained that she would like the motion to include a 40-foot height limit to the building instead of the proposed 50-foot.

Commissioner Hermann wanted clarification as to why the city would request a 40-foot limit to the building height when the city would want a taller building to shield the HVAC units.

Chairwoman Patterson-Herndon explained that the applicant said they could shield them at 40 feet.

Commissioner Blanscet said he would prefer the 50-foot height to shield the trucks (Loves Truck Stop) from renters of the multifamily development.

Commissioner Nylec agreed with Commissioner Blanscet.

A motion was made by Commissioner Nylec, seconded by Commissioner Hermann to recommend approval of the zoning request with the additional stipulations outlined within the staff report. The vote was unanimous.

24. Consider/Discuss/Action on the Anna Retail Addition, Block A, Lot 9, Concept Plan.

Mr. Altobelli introduced the item. The applicant is requesting approval of a Concept Plan that is associated with the zoning request, Item No. 23.

A motion was made by Commissioner Martin, seconded by Commissioner Clemens to recommend approval of the Concept Plan. The vote was unanimous.

25. Conduct a Public Hearing/Consider/Discuss/Action on a request to rezone one lot on 0.4± acre located on the north side of Hackberry Drive, 320± feet east of N. Powell Parkway from SF-1 Single-Family Residential to C-1 Restricted Commercial to allow for a proposed general office use.

Mrs. Tittle introduced the item. The applicant is requesting to rezone the property to C-1 Restricted Commercial in order to convert a single-family residence into a small office type business.

The Public Hearing was opened at 7:48 p.m.

Commissioner Clemens asked if this was the home that was moved from its original location along N. Powell Parkway.

Mrs. Tittle confirmed that it is the home that was moved.
Chairwoman Patterson-Herndon wanted clarification that after all legal notices had gone out to the neighbors, staff did not receive any letters opposing this use.

Mrs. Tittle confirmed that was correct. Staff did not receive any opposition letters.

Chairwoman Patterson-Herndon asked if we knew what type of office was going into the building.

Mrs. Becky Greer, the applicant, explained a little history of the home and advised that they were looking for a quiet type of office, possibly an attorney, to utilize the space as an office.

The Public Hearing was closed at 7:51 p.m.

A motion was made by Chairwoman Patterson-Herndon, seconded by Commissioner Martin to recommend approval of the zoning request. The vote was unanimous.

26. Consider/Discuss/Action on the J.A. Greer Addition, Block A, Lot 1. Site Plan.

Mrs. Tittle introduced the item. The applicant is requesting approval of a Site Plan that is associated with the zoning request, Item No. 25.

A motion was made by Chairwoman Patterson-Herndon, seconded by Commissioner Clemens to recommend approval of the Site Plan. The vote was unanimous.

27. Conduct a Public Hearing/Consider/Discuss/Action on a request to rezone one lot on 3.0± acres located at the southeast corner of future Rosamond Parkway and N. Shadybrook Trail to allow for a Communications Tower.

Ms. Mecke introduced the item. The applicant is requesting to rezone one lot on 3.0± acres in order to allow for a stealth Communications Tower on a common area lot within the residential subdivision.

The Public Hearing was opened at 7:55 p.m.

Mr. Bill Beauman, the applicant, gave a brief presentation regarding the zoning request.

Chairwoman Patterson-Herndon asked if this was going to be a functional water tower or just visually look like a water tower.

Mr. Beauman advised that it would just be visual.

Commissioner Walden explained that she likes the concept and that she has seen this in other cities, and it works really well. She asked if the applicant had been talking to any other providers other than Verizon.

Mr. Beauman explained that they have talked with other providers, like T-Mobile, but those providers are waiting to see what happens with the zoning request.

Commissioner Walden asked who was going to be maintaining the upkeep of the site. She expressed concerns for the type of weather we receive and worried about wind and hail damaging the tank and site.

Mr. Beauman explained that they have a company who would visit the site regularly to ensure the upkeep and safety of the site. He also explained that they are built to withstand hurricane type winds.

Chairwoman Patterson-Herndon asked how they were going to deal with the continued growth of the surrounding mature trees and any blockage to the cell units.

Mr. Beauman explained that they had designed the tower to be above the treetops to prevent that from happening.

Commissioner Hermann asked who would maintain the grounds of the site. He wanted to know if this was a lease from the HOA and whether the HOA would be responsible or the companies.

Mr. Beauman explained that they will be leasing it and they (the providers) will be responsible for maintaining the grounds that they are leasing.

Commissioner Blanscet asked how long it typically takes to construct.

Mr. Beauman advised that it typically takes three days to go vertical once they have all the material onsite.

The Public Hearing was closed at 8:03 p.m.

A motion was made by Commissioner Blanscet, seconded by Chairwoman Patterson-Herndon to recommend approval of the zoning request. The vote was unanimous.

28. Consider/Discuss/Action on Villages of Hurricane Creek - North, Block K, Lot 7X. Site Plan.

Ms. Mecke introduced the item. The applicant is requesting approval of the Site Plan associated with the zoning request, Item No. 27.

A motion was made by Chairwoman Patterson-Herndon, seconded by Commissioner Martin to recommend approval of the Site Plan. The vote was unanimous.

29. Conduct a Public Hearing/Consider/Discuss/Action on a request to amend zoning on one lot on 8.2± acres located at the northeast corner of W. 7th Street and S. Powell Parkway to allow for a proposed library and existing civic center uses with modified development standards.

Mr. Altobelli introduced the item. The applicant is requesting to amend the current zoning to allow for a proposed library and the existing civic center uses with modified development standards.

The Public Hearing was opened at 8:06 p.m.

Commissioner Walden asked staff to clarify the location of the proposed north side parking because it appears to be going into the north properties.

Mr. Altobelli advised that the parking spaces will be within the right-of-way with the proposed improvements and not on private property.

Commissioner Walden asked if staff had any concerns regarding the growth of the city and city staff and not being able to provide for increased capacity at this particular location, especially for police and fire.

Mr. Altobelli explained that staff is aware that adding the library on this particular site would prevent the ability to expand police and fire, however, when talking with developers for other sites, it's always an option to have discussions and the ability to add more municipal buildings, like fire and police, to other areas within the city to ensure safety and response times throughout. At this particular location, fire and police will still be able to provide their services to this general area. Mr. Altobelli also identified that the library will have offices as well that can house certain departments when that time comes should we need to expand the city offices.

Commissioner Walden explained the need for vehicle charging stations throughout the city especially at a Public Library. She asked if staff had considered partnering with a vehicle charging company to provide these types of services to the public.

Mr. Altobelli said he understands the need for this type of service and that it is certainly something he can bring up to the city CIP Director.

The Public Hearing was closed at 8:11 p.m.

A motion was made by Commissioner Blanscet, seconded by Commissioner Walden to recommend approval of the zoning request with the additional stipulations listed in the staff report. The vote was unanimous.

30. Consider/Discuss/Action on the Anna Municipal Complex Addition, Block A, Lot 1. Revised Site Plan.

Mr. Altobelli introduced the item. The applicant is requesting approval of the Revised Site Plan associated with the zoning request, Item 29.

A motion was made by Commissioner Nylec, seconded by Commissioner Blanscet to recommend approval of the Revised Site Plan. The vote was unanimous.

31. Consider/Discuss/Action on Amendments to Article 9.07 Tree Preservation of the City of Anna Code of Ordinances, Text Amendment.

Mr. Altobelli introduced the item. Staff is requesting to amend the Tree Preservation Ordinance to establish a more clear and defined process with regards to tree preservation and plans associated with developing within the city.

Commissioner Walden asked for clarification on the marked Appendix that was provided within the packet. She wanted to know if the strike through trees on the list were trees to be removed from the list.

Mr. Altobelli confirmed that was correct.

A motion was made by Commissioner Martin, seconded by Commissioner Blanscet to recommend approval of the Tree Preservation Ordinance Text Amendment. The vote was unanimous.

Adjourn

A motion was made by Chairwoman Patterson-Herndon, seconded by Commissioner Blanscet to adjourn the meeting. The vote was unanimous. The meeting was adjourned at 8:21 p.m.

Chairwoman Kelly Patterson-Herndon

ATTEST:

Salena Tittle

Salena Tittle, Planner II