

MINUTES
JOINT MEETING OF THE PLANNING AND ZONING COMMISSION, OVERLAY
DISTRICT BOARD, TRANSPORTATION BOARD AND CAPITAL IMPROVEMENTS
ADVISORY COMMITTEE

SEPTEMBER 7, 2021

Item A:

The Lewisville Planning and Zoning Commission meeting was called to order at 6:30 pm by Chair MaryEllen Miksa.

Members present: Jordan Zongol; Sheila Taylor; Alvin Turner; MaryEllen Miksa; Karen Locke; and Erum Ali.

Members absent: Francisca Al-waely.

Staff members present: Michele Berry, Planning Manager; Jon Beckham, Senior Planner; June Sin, Planner; Theresa Ernest, Planning Technician; Sagar Medisetty; Traffic Engineer; Jason Walker, Traffic Operations Specialist; Daphne Adair, Engineering Technician; Keith Marvin, Director of Public Services; Roseann Davis, Senior Administrative Assistant; Stacie Anaya, Director of Parks and Recreation.

Item B:

1. The second item on the agenda was to approve the minutes from the August 17, 2021 meeting. *A motion was made by Karen Locke to approve the minutes, seconded by Sheila Taylor. The motion passed unanimously (6-0).*
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Item C:

Regular Hearing - Plats were next on the agenda. There were six items for consideration:

2. Regular Hearing: Final Plat of Greenland Hills Addition, Lot 7R, Block C; on 0.422 Acres out of the J.W. King Survey, Abstract Number 0696A; Zoned R-7.5 Single Family Residential (R-7.5) District, Located at 125 Simmons Avenue; Being a Replat of Lots 7 and 8, Block C, Greenland Hills Addition.

Staff gave a brief overview of the proposed final plat with a recommendation of disapproval due to deficiencies and a recommendation to delegate to staff the ability to accept and approve the plat once the listed deficiencies are corrected. Once the deficiencies listed are corrected the approved plat will be brought to the Chair for signature. *A motion was made by Erum Ali to disapprove the final plat and bring back for a public hearing as a residential replat. The motion was seconded by Jordan Zongol. The motion passed unanimously (6-0).*

3. Regular Hearing: Final Plat of The Corners at Valley Parkway Addition, Lots 6RA and 6RB, Block A; on 1.317 Acres out of the Jesse Watkins Survey, Abstract Number 1328; Zoned Local Commercial (LC) District, Located at 2320 South Valley Parkway; Being Replat of Lot 6, Block A, The Corners at Valley Parkway Addition.

Staff gave a brief overview of the proposed final plat with a recommendation of disapproval due to deficiencies and a recommendation to delegate to staff the ability to accept and approve the plat once the listed deficiencies are corrected. Once the deficiencies listed are corrected the approved plat will be brought to the Chair for signature. *A motion was made by Sheila Taylor to disapprove the final plat and grant staff the ability to accept and approve the final plat once the listed deficiencies are corrected. The motion was seconded by Karen Locke. The motion passed unanimously (6-0).*

4. Regular Hearing: Final Plat of Legacy Addition Lots 2R1 and 2R2, Block A; on 11.15 Acres, Out of E. Brown Survey, Abstract No. 62; Zoned Planned Development - Mixed Use District (PD - MU); Located at the Southwest Corner of Grandy's Lane and South Stemmons Freeway (IH - 35E); Being a Replat of Lots 2R a Portion of Lot 3, Summit Ridge Apartment Addition.

Staff gave a brief overview of the proposed final plat with a recommendation of disapproval due to deficiencies and a recommendation to delegate to staff the ability to accept and approve the plat once the listed deficiencies are corrected. Once the deficiencies listed are corrected the approved plat will be brought to the Chair for signature. *A motion was made by Erum Ali to disapprove the final plat and grant staff the ability to accept and approve the final plat once the listed deficiencies are corrected. The motion was seconded by Alvin Turner. The motion passed unanimously (6-0).*

5. Regular Hearing: Final Plat of Castle Hills Windhaven Parkway and Josey Lane Addition, Containing 77 Residential Lots and 10 HOA Lots; on 11.386 Acres, out of the R.F. Hardin Survey, Abstract No. 613, With a Zoning Designation of Townhouse Two District (TH-2); Located on the South Side of Windhaven Parkway, Approximately 820 Feet East of North Josey Lane.

Staff gave a brief overview of the proposed final plat with a recommendation of disapproval due to deficiencies and a recommendation to delegate to staff the ability to accept and approve the plat once the listed deficiencies are corrected. Once the deficiencies listed are corrected the approved plat will be brought to the Chair for signature. *A motion was made by Sheila Taylor to disapprove the final plat and grant staff the ability to accept and approve the final plat once the listed deficiencies are corrected. The motion was seconded by Karen Locke. The motion passed unanimously (6-0).*

6. Regular Hearing: Preliminary Plat of Lewisville Republic Expansion; on 21.543 Acres, out of the S. Hayden Survey, Abstract No. 525; Zoned Light Industrial (LI) District and Specific Use (SU) District; Located on the East Side of Huffines Boulevard, Approximately 200 Feet South of Stonewall Drive and at the Southern end of Barfknecht Lane and Western end of Oak Tree Lane.

Staff gave a brief overview of the proposed final plat with a recommendation of disapproval due to deficiencies and a recommendation to delegate to staff the ability to accept and approve the plat once the listed deficiencies are corrected. Once the deficiencies listed are corrected the approved plat will be brought to the Chair for signature. *A motion was made by Sheila Taylor to disapprove the final plat and grant staff the ability to accept and approve the final plat once the listed deficiencies are corrected. The motion was seconded by Erum Ali. The motion passed unanimously (6-0).*

Item D:

Public Hearing - Zoning & Special Use Permits were next on the agenda. There were two items for consideration:

7. Public Hearing: Consideration of a Special Use Permit for a Boat Display, Sales (Outdoor) and Repair Facility; on Approximately 6.256-Acres, Legally Described as Lots 6, 7 and 8, Block A of Peck V.R. Addition, Located on North Side of Valley Ridge Boulevard, Approximately 80 feet West of North Kealy Avenue, Zoned Light Industrial District (LI); as Requested by Robert Schneeberg, Gonzalez & Schneeberg Engineering, on Behalf of Champion Investments LLC and Valley Ridge Properties LLC, the Property Owners. (Case No. 21-05-6-SUP).

Staff gave a brief overview of the proposed special use permit request, recommending approval of the item as presented. Chair Miksa then opened the public hearing. With no one indicating a desire to speak the public hearing was then closed. *A motion was made by Sheila Taylor to recommend approval of the special use permit request as presented. The motion was seconded by Erum Ali. The motion passed unanimously (6-0).* Staff indicated that the item would appear before the Lewisville City Council on Monday, September 20th, 2021 for a second public hearing and final decision.

8. Public Hearing: Consideration of a Special Use Permit for Heavy Equipment Outdoor Display, Sales and Service; on Approximately 4.213-Acres, Legally Described as a Portion of Lot 1, Block A, Roadrunner Addition, Located at 1690 State Highway 121 Business, Zoned Heavy Industrial District (HI); as Requested by Caroline Russell, JCB Inc., on Behalf of Christi Mulkey, Pied Pyper Properties Ltd., the Property Owner. (Case No. 21-05-7-SUP)

Staff gave a brief overview of the proposed zoning change request, recommending approval of the item as presented. Member Sheila Taylor asked for clarification regarding the signage at the property, which staff answered. Chair Miksa then opened the public hearing. With no one indicating a desire to speak the public hearing was then closed. *A motion was made by Karen Locke to recommend approval of the zoning change request as presented. The motion was seconded by Alvin Turner. The motion passed unanimously (6-0).* Staff indicated that the item would appear before the Lewisville City Council on Monday, September 20th, 2021 for a second public hearing and final decision.

Item E:

Public Hearing – Plans & Zoning Text Amendments were next on the agenda. There was one item for consideration:

9. Public Hearing: Consideration of a Recommendation for Amendments to the Lewisville City Code, Chapter 17, Zoning, of the Lewisville City Code, by Amending Section 17-34, Enforcement and Application, to Amend Requirements for Newly Annexed Areas.

Staff gave a brief overview of the proposed zoning text amendments, recommending approval of the item as presented. Member Sheila Taylor asked for additional information regarding the platting and permitting process upon annexation of Castle Hills, which staff clarified. Chair Miksa then opened the public hearing. With no one indicating a desire to speak the public hearing was then closed. *A motion was made by Erum Ali to recommend approval of the zoning text amendments as presented. The motion was seconded by Sheila Taylor. The motion passed unanimously (6-0).* Staff indicated that the item would appear before the Lewisville City Council on Monday, September 20th, 2021 for a second public hearing and final decision.

Item F:

Other Business was next on the agenda.

10. Presentation of Complete Street Policy Update

Staff members Jon Beckham and Sagar Medisetty gave a presentation and overview of the Complete Street Policy Update. Discussion was held regarding cost analysis for grant funding opportunities and project scale variation depending on available right-of-way.

Item G:

ADJOURNMENT

There being no other business to discuss, the Planning and Zoning Commission meeting was adjourned at 7:31 pm.

Item 11:

The Lewisville Overlay District Board meeting was called to order at 7:31 pm by Chair MaryEllen Miksa.

Members present: Jordan Zongol; Sheila Taylor; Alvin Turner; MaryEllen Miksa; Karen Locke; and Erum Ali.

Members absent: Francisca Al-waely.

Staff members present: Michele Berry, Planning Manager; Jon Beckham, Senior Planner; June Sin, Planner; Theresa Ernest, Planning Technician; Sagar Medisetty; Traffic Engineer; Jason Walker, Traffic Operations Specialist; Daphne Adair, Engineering Technician; Keith Marvin, Director of Public Services; Roseann Davis, Senior Administrative Assistant; Stacie Anaya, Director of Parks and Recreation.

Item 12:

The second item on the agenda was to approve the minutes from the July 20, 2021 meeting. *A motion was made by Erum Ali to approve the minutes, seconded by Sheila Taylor. The motion passed unanimously (6-0).*

Item 13:

Regular Hearing - Plats were next on the agenda. There were six items for consideration:

Regular Consideration of One Alternative Standard Associated with a Minor Modification of an Existing Site for On The Border; Located at 1890 South Stemmons Freeway, Legally Described as Waters Ridge Addition Phase II, Lot 2B, Block I; Zoned Light Industrial (LI) District, as requested by Robert Pruett, Urban Structure, on Behalf of KGGK Venture 2, LLC., the Property Owner (Case No. 21-07-2-CP).

Staff gave a brief overview of the proposed alternative standard with a minor modification and recommended approval as presented. *A motion was made by Erum Ali to approve alternative standard a). as presented. The motion was seconded by Jordan Zongol. The motion passed unanimously (6-0).*

Item G:**ADJOURNMENT**

There being no other business to discuss, the Overlay District Board meeting was adjourned at 7:35 pm.

Michele Berry, AICP
Planning Manager

MaryEllen Miksa, Chair
Planning and Zoning
Overlay District Board

TRANSPORTATION BOARD

Item No. 1 Call to Order and Announce a Quorum is Present

Chairman Mary Ellen Miksa called the Lewisville Transportation Board meeting to order at 07:36 p.m. and announced that a quorum was present with the following members in attendance:

Mary Ellen Miksa

Karen Locke

Erum Ali

Alvin Turner

Sheila Taylor

Jordan Zongol

Members Absent: Francisca Al-waely.

Staff Present: Sagar Medisetty, Jason Walker & Daphne Stubbs

Item No. 2 Approval of the Minutes

A motion was made by Karen Locke and seconded by Alvin Turner to approve the minutes of the July 6th, 2021 meeting.

All members present voted aye (6-0), and the motion carried.

Item No. 3 Visitors/Citizens Forum

At this time, any person with business before the Board not scheduled on the Agenda may speak to the Board. No formal action can be taken on these items at this meeting.

No speakers came forth.

Item No. 4 Consideration of an Amendment to Section 15-87, Limitations on Turning Around, Prohibiting U-Turns on South Bound Josey Lane at the Intersection of the Memorial Elementary School Driveway and Make a Recommendation to the City Council Regrading the Amendment.

Sagar Medisetty & and Jason Walker presented this item and explained that the new Memorial Elementary School has opened, however, the intersection of Josey Lane and Memorial School Driveway doesn't have a southbound left turn lane. The vehicles on southbound Josey Lane are making unsafe U-Turns from a travel lane with a 50mph speed limit, and with sight restrictions.

Staff requested prohibiting U-Turns on South Bound Josey Lane at the intersection of the Memorial Elementary School Driveway and make a recommendation to the City Council.

Staff recommends the consideration.

A motion was made by Erum Ali to approve the item and seconded by Sheila Taylor to approve the Consideration of an Amendment to Section 15-87, Limitation on Turning Around, Prohibiting U-Turns on Southbound Josey Lane at the Intersection of the Memorial Elementary School North Driveway, and Make a Recommendation to the City Council Regarding the Amendment.

The vote was 6 ayes and 0 nays. The motion carried.

Item No. 7 Adjournment

A motion to adjourn was made by Karen Locke and seconded by Sheila Taylor. The vote was 6 ayes and 0 nays.

The meeting adjourned at 7:39 pm.

David Salmon, P.E.
City Engineer

MaryEllen Miksa, Chair
Transportation Board

Capital Improvements Advisory Committee

Date: September 7, 2021

Item 1:

The Capital Improvements Advisory Committee meeting was called to order at 7:41 p.m. by Chair MaryEllen Miksa.

Members present: Karen Locke; Alvin Turner; Mary Ellen Miksa; Jordan Zongol; Sheila Taylor; Erum Ali.

Members absent: Francisca Al-waely

Staff members present: Keith Marvin, Public Services Director; Roseann Davis, Sr. Administrative Assistant.

Item 2:

The second item on the agenda was to approve the minutes from the August 21, 2018 CIAC meeting. *A motion was made by Sheila Taylor to approve the minutes, seconded by Erum Ali. The motion passed unanimously (6-0).*

Item 3:

The third item on the agenda was to elect a Chairman and Vice-Chairman. *A motion was made by Erum Ali and seconded by Karen Locke to elect MaryEllen Miksa as Chairman. A motion was made by Sheila Taylor and seconded by Alvin Turner to elect Erum Ali as Vice-Chairman. The motion passed unanimously (6-0).*

Item 4:

Review/Orientation of CIAC Responsibilities - Staff gave a brief background of the purpose and responsibilities of the CIAC members.

Item 5:

Presentation of the Semi-Annual Report – Staff presented the Semi-Annual Report for the period of April 1, 2018 – September 30, 2018, October 1, 2018 – March 31, 2019, April 1, 2019 – September 30, 2019, October 1, 2019 – March 31, 2020, April 1, 2020 – September 30, 2020, and October 1, 2020 – March 31, 2021 and gave an update of the current projects at the Water and Wastewater facilities to the CIAC.

Item 6:

Receive Comments from CIAC and Forward to the City Council for Approval – *With no comments for discussion, a motion was made by Karen Locke to accept the report and forward it to the City Council for approval. The motion was seconded by Erum Ali. The motion passed unanimously (6-0).*

Item 7:

ADJOURNMENT

There being no other business to discuss, the Capital Improvements Advisory Committee meeting was adjourned at 8:14 p.m.

Keith Marvin, P.E.

Director of Public Services

MaryEllen Miksa, Chair

Capital Improvements Advisory Committee