



**AGENDA
CITY OF ALLEN
PLANNING AND ZONING COMMISSION
REGULAR MEETING
TUESDAY, MAY 7, 2013 – 7:00 P.M.
COUNCIL CHAMBERS
ALLEN CITY HALL
305 CENTURY PARKWAY
ALLEN, TEXAS 75013**

Call to Order and Announce a Quorum is Present

Pledge of Allegiance

Director's Report

1. Action taken on the Planning & Zoning Commission items by City Council at the April 23, 2013 regular meeting.

Consent Agenda *(Routine P&Z business. Consent Agenda is approved by a single majority vote. Items may be removed for open discussion by a request from a Commission member or member of staff.)*

2. Approve minutes from the April 16, 2013 regular meeting.
3. Receive the Capital Improvement Program (CIP) Status Report.

Regular Agenda

4. Preliminary Plat – Consider a Preliminary Plat for McDermott Farms being 79.60± acres out of the J. Gough Survey, Abstract No. 347, City of Allen, Collin County, Texas; located approximately 930 feet north of McDermott Drive in between Custer Road and Shallowater Drive. (PP-4/2/13-23) [McDermott Farms]
5. Public Hearing – Conduct a Public Hearing and consider a request to amend a portion of Planned Development No. 54 to allow mini-warehouses as a permitted use and adopt a Concept Plan, Development Regulations and Building Elevations for the property. The property is 5.36± acres situated in the Catherine Parsons Survey, Abstract No. 711, City of Allen, Collin County, Texas; located at the southeast corner of Exchange Parkway and Alma Drive. (Z-10/31/12-76) [Assured Self Storage]

Executive Session *(As needed)*

As authorized by Section 551.071(2) of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.

Adjournment

This notice was posted at Allen City Hall, 305 Century Parkway, Allen, Texas, at a place convenient and readily accessible to the public at all times. Said notice was posted on Friday, May 3, 2013, at 5:00 p.m.

Shelley B. George, City Secretary

Allen City Hall is wheelchair accessible. Access to the building and special parking are available at the entrance facing Century Parkway. Requests for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting time by calling the City Secretary at 214-509-4105.

Director's Report from 4/23/13 City Council Meeting

There was one item taken to the April 23, 2013 City Council meeting for consideration:

- A request to Adopt an Ordinance to amend the *Allen Land Development Code*, Section 4.20.2, Schedule of Principal Uses, to limit uses classified as Adult Bookstores, Massage Parlors, and Sexually-Oriented Businesses to property located within a Heavy Industrial (HI) District was approved.



**PLANNING AND ZONING
COMMISSION**

**Regular Meeting
April 16, 2013**

ATTENDANCE:

Commissioners Present:

Robert Wendland, Chairman
Jeff Cocking, 1st Vice Chair
Shirley Mangrum, 2nd Vice Chair
Barbara McNutt
John Ogrizovich
Steven Platt, Jr.
Ben Trahan

City Staff Present:

Ogden "Bo" Bass, AICP, Director of Community Development
Shawn Poe, PE, Assistant Director of Engineering
Tiffany McLeod, Senior Planner
Shelby Griffin, Planner
Kevin Laughlin, City Attorney

Call to Order and Announce a Quorum is Present:

With a quorum of the Commissioners present, Chairman Wendland called the meeting to order at 7:00 p.m. in the City Hall Council Chambers at Allen City Hall, 305 Century Parkway.

Director's Report

1. Action taken on the Planning & Zoning Commission items by City Council at the April 9, 2013 regular meeting.

Consent Agenda

2. Approve minutes from the April 2, 2013 regular meeting.

Motion: **Upon a motion by Commissioner Platt, and a second by Commissioner McNutt, the Commission voted 7 IN FAVOR, and 0 OPPOSED to approve the Consent Agenda.**

The motion carried.

Regular Agenda

Agenda Item #3 Consider a request for a Specific Use Permit SUP for a Minor Automotive Repairs use. The property is Lot 1 and 4, Mark VII

Equipment of Texas, Inc.; and commonly known as 811 and 813 S Greenville Ave., Allen, Texas. (SUP 3/18/13-17) [Waterfalls Carwash & Lube]

Ms. Shelby Griffin, Planner, presented to the Commission. The property is located south of Bethany Drive and east of Greenville Avenue.

Ms. Griffin described the history of development for this site. The applicant for Waterfalls Carwash & Lube is requesting a SUP for a minor automotive repairs use to include all services under the current *ALDC* definition.

Ms. Griffin presented a graphic and explained that staff is recommending to limit the Minor Automotive Repairs use to the area highlighted in yellow and the state inspections use to the area highlighted in blue. She explained that this graphic would be made part of the zoning ordinance.

This request has gone through the Technical Review Committee and does meet parking standards within the *ALDC*.

Chairman Wendland opened the Public Hearing.

Mr. Bill Davidson, 805 S. Greenville Avenue, Allen, TX, voiced his concern for the SUP request.

With no one else choosing to come forward, Chairman Wendland closed the Public Hearing.

Chairman Wendland announced that there was one written letter of opposition from Mr. Ed Whitehill, 817 S. Greenville Avenue, Allen, TX.

Ms. Griffin addressed some of the concerns brought forward during the Public Hearing. She stated that the parking requirement for the site is determined by the enclosed building square footage. The parking provided on the site exceeds the *ALDC* standards. She stated that vehicles are not allowed to be stored outdoors overnight without being screened from the street. Ms. Griffin mentioned that Code Enforcement would be involved if the applicant is not meeting Code.

2nd Vice Chair Mangrum asked about vehicles being parked on adjacent properties. Ms. Griffin stated that would be a civil issue. 2nd Vice Chair Mangrum asked about the opportunity for there to be directional signage to direct patrons on areas to park. Ms. Griffin stated that directional signage is allowed.

1st Vice Chair Cocking inquired about storage of vehicles overnight and how that is addressed. Ms. Griffin stated that outdoor overnight storage of vehicles is not permissible. The applicant is required to keep all vehicles indoors overnight and that if this would become an issue Code Enforcement would have the ability to cite the business.

Commissioner Platt asked the applicant to address the likelihood of having overnight storage.

The applicant, Tony Khajil, addressed the Commission. He explained they prefer to keep vehicles that are left overnight indoors.

Commissioner McNutt asked the applicant where vehicles would be parked on a busy day if the four parking spots in front of the building are being used. The applicant stated that the cars will be parked behind the garage and would be brought up by an employee upon being serviced.

Commissioner Trahan asked if there is any mechanical equipment aside from state inspections in the blue shaded area. The applicant stated that there is only state inspection equipment in that location.

Chairman Wendland stated he is supportive of the SUP with the graphic showing the locations and uses on the site.

Motion: Upon a motion by Commissioner Platt, and a second by Commissioner Ogrizovich, the Commission voted 7 IN FAVOR, and 0 OPPOSED to recommend approval of the Specific Use Permit request for a minor automotive repairs use for the property located at 811 and 813 S. Greenville Avenue, Allen, Texas, for Waterfalls Carwash & Lube and specifically limited to the uses and areas highlighted on the attached graphic.

The motion carried.

Agenda Item #4 Consider a request for a Specific Use Permit SUP for a fitness and health center use. The property is Lot 1, East Main Place; and commonly known as 803 E Main Street, Suite C, Allen, Texas. (SUP 3/22/13-19) [Retrain Fitness]

Ms. Shelby Griffin, Planner, presented to the Commission. The property is located north of Main Street and east of Fountain Park Drive. The zoning for this property is Planned Development No. 5 for Shopping Center (SC) use. The ALDC requires a Specific Use Permit (SUP) for a fitness and health center use within the Shopping Center zoning district.

Ms. Griffin explained that the applicant is proposing to tenant a 1,375 square foot suite space in an existing building for a fitness and health center use. This facility specializes in one-on-one personal training and does not provide group classes. There are no proposed changes to the exterior of the building and only minor changes to the building interior. The required parking for this use is already provided for on the site.

The SUP has been reviewed by the Technical Review Committee and it does meet the standards of the ALDC.

Chairman Wendland opened the Public Hearing.

Mr. Mark Paxton, 1703 Monaco Drive, Allen, TX, spoke in favor of the request.

With no one else choosing to come forward, Chairman Wendland closed the Public Hearing.

Motion: Upon a motion by Commissioner Trahan, and a second by 2nd Vice Chair Mangrum, the Commission voted 7 IN FAVOR, and 0 OPPOSED to recommend approval of the Specific Use Permit request for a fitness and health center use for the property located at 803 East Main Street, Suite C, Allen, Texas, for Retrain Fitness.

The motion carried.

Agenda Item #5 Conduct a Public Hearing for proposed amendments to the *Allen Land Development Code*, Section 4.20.1, Schedule of Principal Uses, to limit uses classified as Adult Bookstores, Massage Parlors, and Sexually-Oriented Businesses to property located within a Heavy Industrial (HI) District.

Mr. Ogden “Bo” Bass, AICP, Director of Community Development presented to the Commission. He explained that the *ALDC* is periodically amended to improve the effectiveness and efficiency of the code, address changing development trends and new technologies, and make changes necessary for compliance with state and federal laws.

Mr. Bass stated that the proposed amendments have gone through a review and refinement process involving City Staff and City Attorneys.

Chairman Wendland opened the Public Hearing.

With no one choosing to come forward, the Public Hearing was closed.

Commissioner Ogrizovich clarified the intent of the amendment. Mr. Bass stated this amendment would align the *ALDC* with case law.

Motion: **Upon a motion by 1st Vice Chair Cocking, and a second by Commissioner Platt, the Commission voted 7 IN FAVOR, and 0 OPPOSED to recommend approval of the proposed amendments to the Allen Land Development Code.**

The motion carried.

Adjournment

Upon acclamation, the meeting adjourned at 7:12 p.m.

These minutes approved this _____ day of _____ 2013.

Robert Wendland, Chairman

Shelby Griffin, Planner

Director's Report from 4/9/13 City Council Meeting

Chairman Wendland presented the 2012 Annual Planning and Zoning Commission Report at the April 9, 2013 City Council meeting.

PLANNING & ZONING COMMISSION AGENDA COMMUNICATION
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AGENDA DATE: May 7, 2013

SUBJECT: Capital Improvement Program (CIP) Status Report

STAFF RESOURCE: Chris Flanigan, PE
Director of Engineering

PREVIOUS COMMISSION/COUNCIL ACTION: None

PUBLIC NOTICE: None

BACKGROUND

Every month the Engineering Department will provide a status update of the City's Capital Improvement projects.

STAFF RECOMMENDATION

N/A

MOTION

N/A

ATTACHMENTS

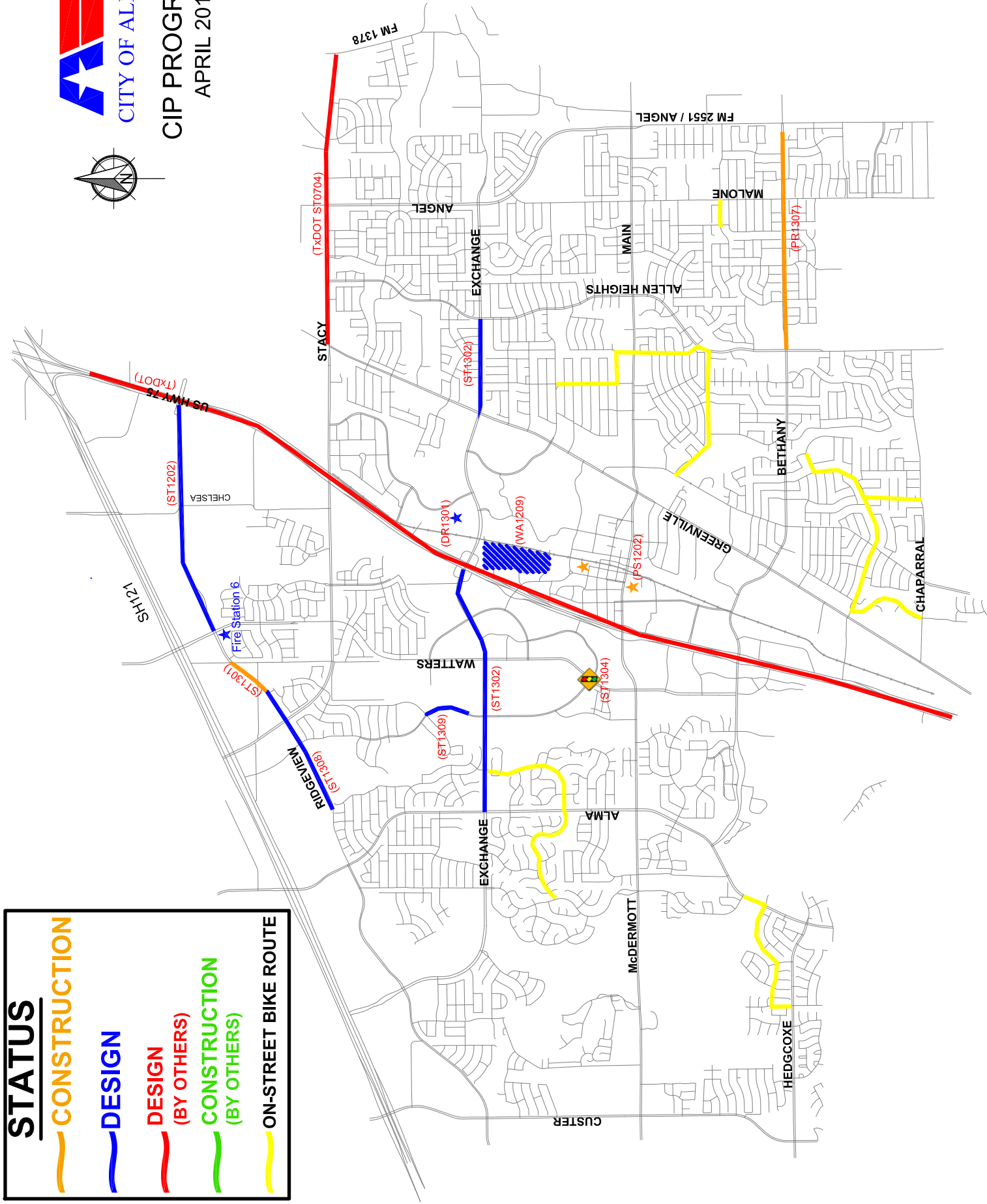
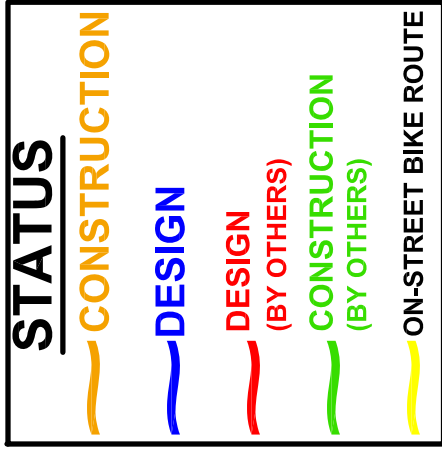
CIP Progress Report through April 2013
CIP Map through April 2013

ENGINEERING CIP PROGRESS REPORT - THROUGH APRIL 2013

		PROJECT		STATUS / COMMENTS	
FACILITIES		1	Library Repairs/Upgrades		Purchase through the Buy Board system with Gomez Flooring. Project anticipated to be complete May 2013 .
		2	MCPAR Chiller Replacement		EEC Enviro Service Co., LLC was awarded the contract. Currently researching the option to have the older chiller bought and hauled off by a third party. Project completion is anticipated for mid- July 2013 .
		3	PD Remodel	PS1202	The remodel is approximately 85% complete. Walls are being prepared for paint, SWAT area has steel now, and evidence yard fence is complete. Completion anticipated for end of May 2013 .
ROADS	CITY	4	2013 Street and Alley Rehabilitation Project	ST1305	Bidding anticipated Spring 2013. Construction anticipated to begin Summer 2013 .
		5	Bethany Landscaping (Allen Heights - FM 2551)	PR1307	Landscape completion anticipated July 2013 .
		6	Bray Central Widening	ST1309	Partnering opportunity with developer and school district to widen Bray Central and construct roundabout at Bossy Boots. Construction anticipated Summer 2013 .
		7	Exchange Parkway (Alma - Allen Heights) Ph 1	ST1302	Addition of 2 lanes. Design anticipated Spring 2013. RTR funding anticipated May 2013. Construction anticipated Summer 2013 .
		8	Ridgeview Drive (Watters - US75)	ST1202	ROW acquisition continues. No formal construction schedule.
		9	Ridgeview Drive (Stacy - Watters) Ph 1	ST1301	Construction of 4-lane paving section to connect gap between Cottonwood Creek Baptist Church and Lifetime Fitness. Construction anticipated to be complete by July 2013 .
		10	Ridgeview Drive (Alma-Stacy) Ph 1	ST1308	Roadway connection through the Bush/Elkin and Johnson properties. Design contract for 4-lanes and 6-lane bridge Spring 2013 . Construction anticipated Spring 2014 .
		11	Stacy Road, Ph 2 (Greenville - FM 1378)	ST0704	TxDOT project in design. ROW acquisition and utility relocation underway. Anticipate a letting date of December 2014, with construction starting in Spring 2015 .
		12	US 75 Widening	TXDOT	Addition of 2 general purpose lanes and selected ramp improvements. Anticipate a letting date of August 2013, with construction start by January 2014 .
		13	Whis-Lynge Water/SS Replacement	WA1209	Water and sanitary sewer improvements. Design has begun with BW2 Engineers, Inc. Anticipated construction in Summer 2013 .
UTILITIES		14	Allen Old Stone Dam Gabion Repair	DR1301	Repair of existing gabion walls. Design is complete. Construction anticipated when funding becomes available. Planned CDC grant application.
		15	Bike Route Markings 2013	PARD	CDC-funded effort. Project has been funded. Signage and pavement markings for approx. 14 lane miles. The signs have been ordered and the work order was issued for the pavement markings. The markings are planned to be installed the first week of May. Installation anticipated to be completed by end of May 2013 .
		16	Signal - Watters/Bray Central	ST1304	Traffic Operations Study for the intersection is now complete and options are being evaluated by staff.
MISC.					



CIP PROGRESS
APRIL 2013



PLANNING & ZONING COMMISSION AGENDA COMMUNICATION

AGENDA DATE: May 7, 2013

SUBJECT: Consider a Preliminary Plat for McDermott Farms being 79.60± acres out of the J. Gough Survey, Abstract No. 347, City of Allen, Collin County, Texas; located approximately 930 feet north of McDermott Drive in between Custer Road and Shallowater Drive. (PP-4/2/13-23) [McDermott Farms]

STAFF RESOURCE: Tiffany McLeod
Senior Planner

**PREVIOUS COMMISSION/
COUNCIL ACTION:** March 5, 2013 – Zoning approved.

BACKGROUND

The property is located north of McDermott Drive in between Custer Road and Shallowater Drive. The property to the north is zoned Single Family Residential (R-5). The property to the east is zoned Planned Development PD No. 88 Single Family Residential (R-7). The property to the south is zoned Agriculture-Open Space (A-O). The property to the west (across Custer Road) is in the City of Plano.

The subject property is zoned Planned Development No. 112 for Single Family Residential (R-5). The Preliminary Plat is 79.60± acres and shows two phases of development. There are a total of 281 residential front entry lots and approximately six (6) acres of open space area.

There are three (3) access points for the subdivision. The primary access point into the subdivision is located off of Custer Road, on Pannell Street. There are two other access points located off of Shallowater Drive and Bent Horn Drive. Bent Horn Drive will run east/west and ultimately connect Custer Road and Shallowater Drive. One half of the street will be built with this subdivision. The other half will be built when the property to the south develops.

A temporary turnaround is shown on Rolling Field Drive for the purpose of the development of all of Phase 1. The Preliminary Plat also shows the garage orientation detail included in the PD ordinance and various access, drainage, maintenance, and utility easements.

The Preliminary Plat has been reviewed by the Technical Review Committee, is consistent with the approved PD Concept Plan and meets the standards of the Allen Land Development Code (ALDC).

STAFF RECOMMENDATION

Staff recommends approval of the request.

MOTION

I make a motion to approve the Preliminary Plat for McDermott Farms.

ATTACHMENTS

Preliminary Plat

PLANNING & ZONING COMMISSION AGENDA COMMUNICATION

AGENDA DATE: May 7, 2013

SUBJECT: Conduct a Public Hearing and consider a request to amend a portion of Planned Development No. 54 to allow mini-warehouses as a permitted use and adopt a Concept Plan, Development Regulations and Building Elevations for the property. The property is 5.36± acres situated in the Catherine Parsons Survey, Abstract No. 711, City of Allen, Collin County, Texas; located at the southeast corner of Exchange Parkway and Alma Drive. (Z-10/31/12-76) [Assured Self Storage]

STAFF RESOURCE: Ogden “Bo” Bass, AICP
Director of Community Development

PREVIOUS COMMISSION/COUNCIL ACTION: May 1993 – Zoning Approved.

LEGAL NOTICES: Public Hearing Sign Installed - 4/26/13
Property Owner Notices Mailed - 4/26/13

ANTICIPATED CITY COUNCIL DATE: May 28, 2013

BACKGROUND

The property is located south of Exchange Parkway and east Alma Drive. The properties to the south, east and north (across Exchange Parkway) are zoned Planned Development No. 54 Single Family (SF). The property to the west is zoned Planned Development No. 54 Shopping Center (SC).

The applicant is proposing to develop 5.36 acres of property for a mini-warehouses/public storage facility. The property is zoned Planned Development No. 54 Shopping Center (SC). The permitted uses listed in the current PD do not include a mini-warehouses/public storage use. Therefore, the applicant is proposing to amend the PD to incorporate this use and adopt a Concept Plan, Development Regulations and Building Elevations for the property. These documents are included with this communication.

The mini-warehouses/public storage facility consists of eleven (11) one-story storage buildings and one two-story office building with an on-site caretaker residence. Access for the development is provided from Exchange Parkway and Alma Drive.

The storage portion of the facility is fully enclosed with masonry walls and opaque gates. Perimeter screening for the property consists of the exterior walls of the storage buildings and masonry wall connectors of equal height. In addition to this screening, a 24” berm and 3” caliper evergreen trees will be planted along the southern and eastern property boundaries. An eight foot (8’) masonry screening wall (connecting the southwest corner of the site to Alma Drive) will also be built with this development.

The parking provided exceeds the Allen Land Development Code (ALDC) parking requirement. All additional development standards, specified in Section 6.06.5, for mini-warehouses/public storage use shall be adhered to.

The PD Amendment request has been reviewed by the Technical Review Committee.

STAFF RECOMMENDATION

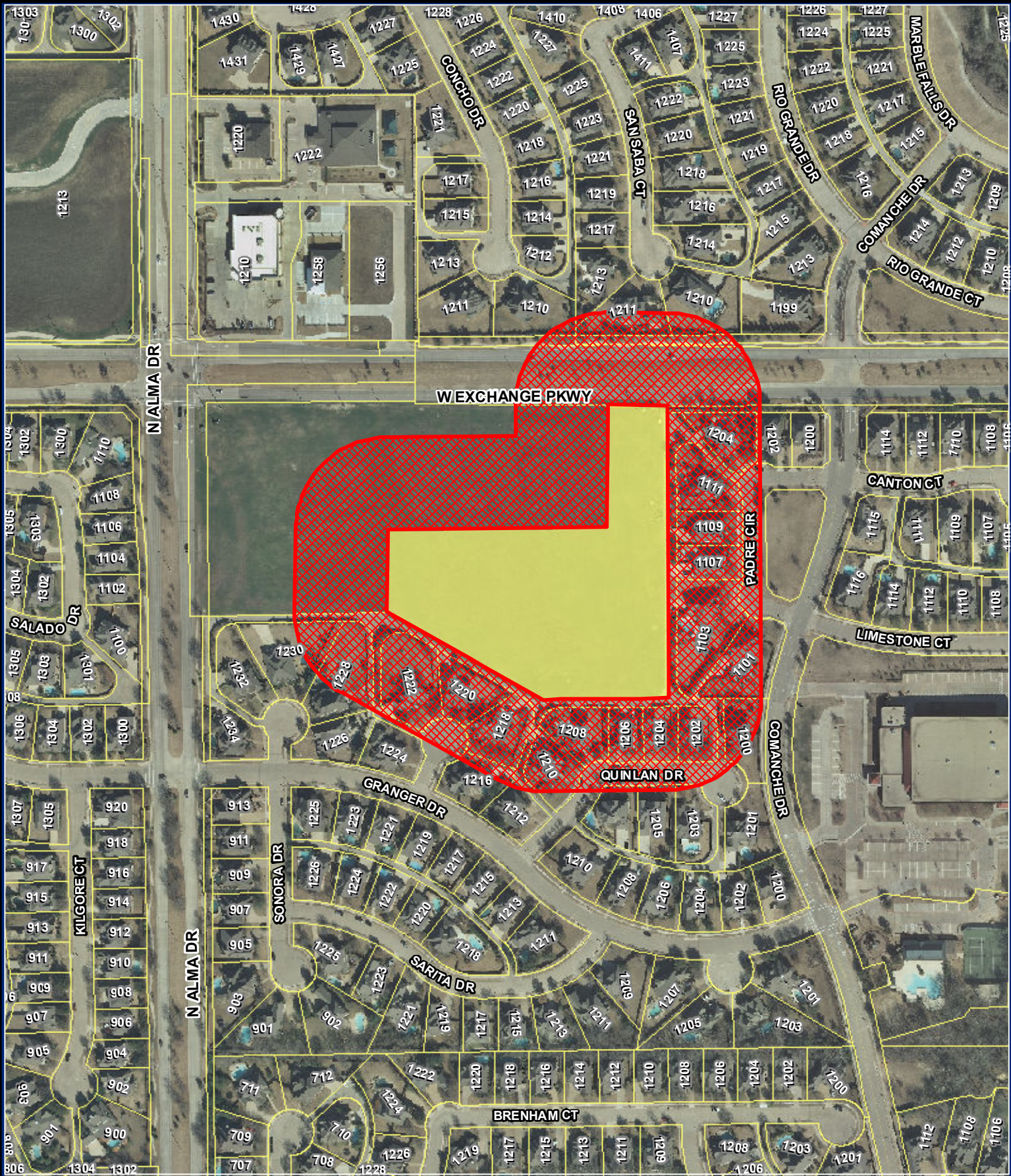
Staff recommends approval of the request.

RECOMMENDED MOTION

I make a motion to recommend approval of the request to amend a portion of Planned Development No. 54 to allow mini-warehouses as a permitted use and adopt a Concept Plan, Development Regulations and Building Elevations for the property located at the southeast corner of Exchange Parkway and Alma Drive, for Assured Self Storage.





ATTACHMENTS

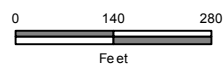
Property Notification Map
PD Amendment Concept Plan
Proposed Development Regulations
Building Elevations
Conceptual Rendering



Property Ownership Notification
Assured Self Storage
PD Amendment

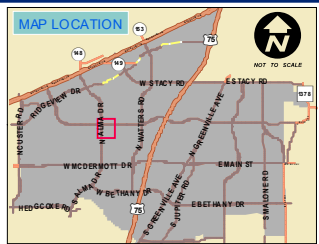
Map Legend

-  200' Notification Buffer
-  AllenGIS.DBO.A308_Assured_Self_Storage
-  CollinCAD Parcels
-  City Limit



Community Development - GIS
Date Saved: 4/3/2013

NOTE: This map is only for illustration purpose only, please contact the City of Allen Planning & Development Department for specific rules and regulations.

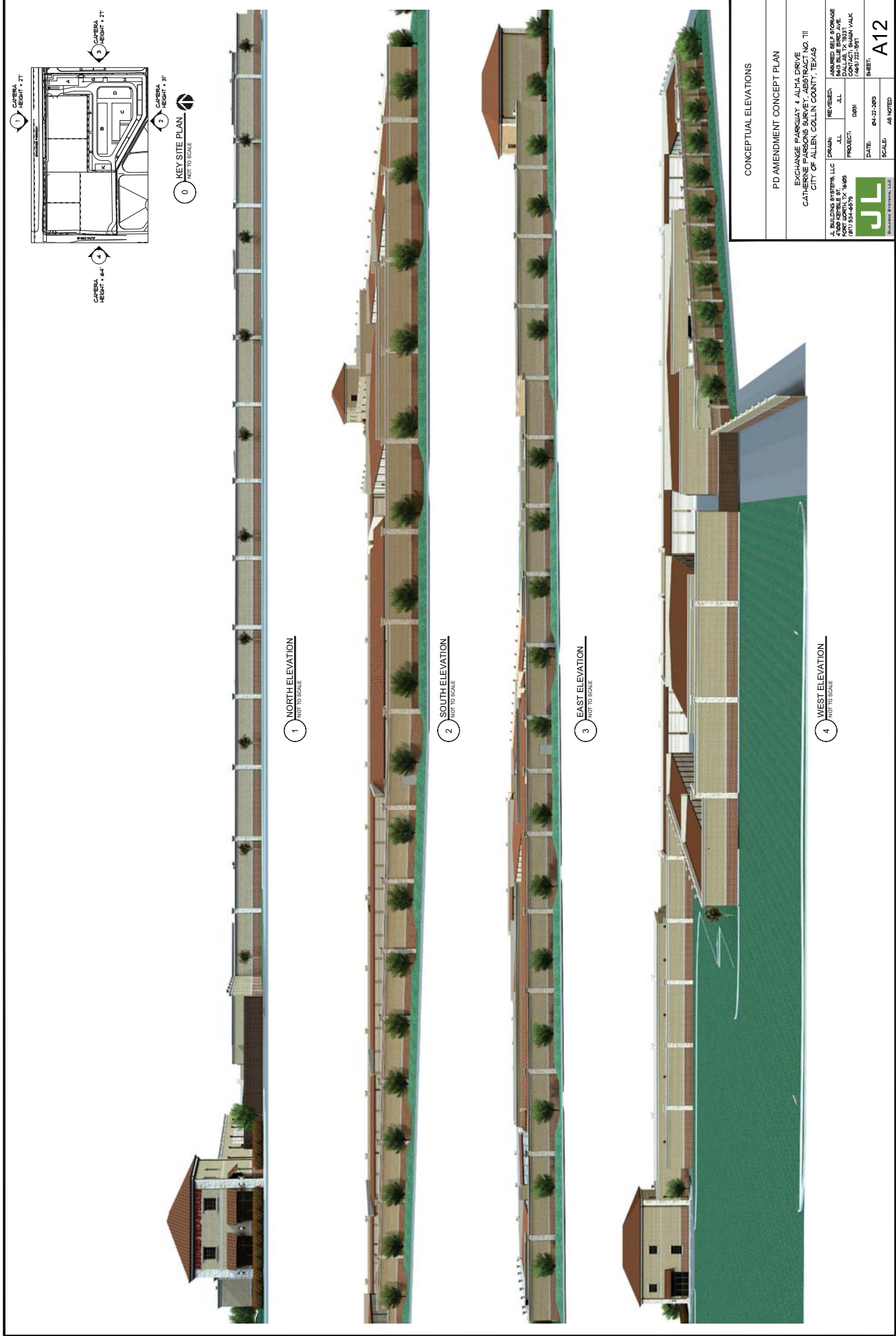


Development Regulations, as Proposed by the Applicant, for Assured Self Storage

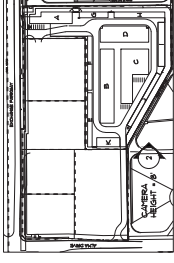
The Property shall be developed and used only in accordance with the regulations of the Allen Land Development Code and Tract 15 of PD-54, as previously adopted and amended, except as further amended as follows:

- A. Additional Permitted Use: In addition to uses for which property located in Tract 15 of PD-54 is permitted to be developed, the Property may be used and developed for mini-warehouse/public storage purposes.
- B. Concept Plan: If developed for mini-warehouse/public storage purposes, the Property shall be developed in accordance with the Concept Plan attached hereto as Exhibit “___” and incorporated herein by reference; provided, however, minor differences between the Concept Plan and the Site Plan may be approved at the time of Site Plan approval provided such differences do not alter the general configuration of buildings, parking, internal circulation, and/or points of ingress and egress to and from the Property as shown on the Concept Plan. Development of the Property for any purpose other than mini-warehouse/public storage purposes shall require approval of new concept plan.
- C. Building Elevations: If developed for mini-warehouse/public storage purposes, the elevations of the buildings constructed on the Property shall substantially conform to the Building Elevations attached hereto as Exhibit “___” and incorporated herein by reference.
- D. Building Setback: If developed for mini-warehouse/public storage purposes, the minimum rear yard setback for the Property shall be twenty-five (25) feet.
- E. Screening: If developed for mini-warehouse/public storage purposes, screening of the Property from adjacent properties shall be as follows:
 - (1) Adjacent to the southern and eastern property lines, screening shall consist of:
 - (a) The rear wall of the mini-warehouse buildings with masonry wall connectors of equal height substantially as shown on the Concept Plan and Building Elevations; and,
 - (b) Evergreen trees planted not greater than 30 inches apart on center and are not less than three (3) caliper inches at the time of planting; and
 - (c) A 24-inch tall berm as measured from the top of the adjacent alley pavement.
 - (2) Adjacent to the northern and western property lines, screening shall consist of the rear wall of the mini-warehouse buildings with masonry wall connectors of equal height substantially as shown on the Concept Plan and Building Elevations.
 - (3) From the southwest corner of the Property to Alma Drive, screening shall consist of an 8-foot masonry screening wall.
 - (4) No building permit shall be issued for any building constructed on the Property until a fence permit is applied for and approved for the construction of the masonry screening wall along the southern property line (extending to Alma

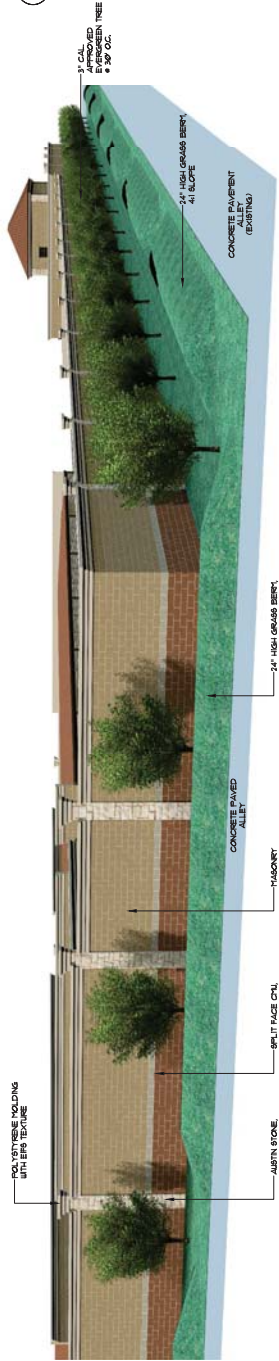
Drive) and eastern property line as shown on the Concept Plan. No certificate of occupancy shall be issued for any building constructed on the Property until it has been determined, by the City's Building Official and Director of Community Development, that the masonry screening wall is substantially complete.



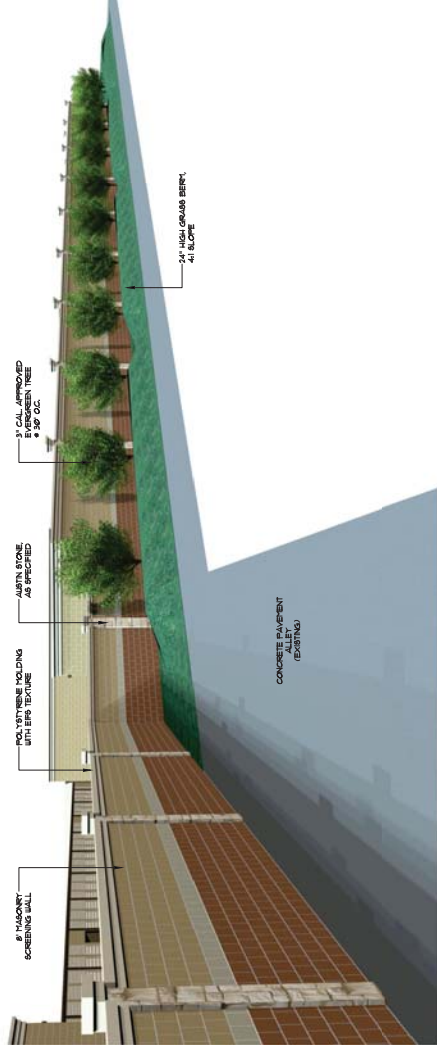
CONCEPTUAL ELEVATIONS	
PD AMENDMENT CONCEPT PLAN	
EXCHANGE PARKWAY & ALTA DRIVE CATHERINE PARSONS SURVEY, ABSTRACT NO. 711 CITY OF ALLEN, COLLIN COUNTY, TEXAS	
JL BUILDING SYSTEMS, LLC 2400 KENDALL ST. FARMERSVILLE, TX 77834 (817) 934-4279	REVIEWED: J.L. PROJECT: JOSI
ADVANCED SELF STORAGE 8043 BLUE BIRD AVE. FARMERSVILLE, TX 77834 CONTACT: SAMAN VALK (409) 222-9951	DATE: 04-22-2023
SHEET: SCALE: AS NOTED	
A12	



0 KEY SITE PLAN
NOT TO SCALE



1 PERSPECTIVE VIEW - SOUTH EAST
NOT TO SCALE



2 PERSPECTIVE VIEW - SOUTH WEST
NOT TO SCALE

CONCEPTUAL RENDERINGS	
PD AMENDMENT CONCEPT PLAN	
EXCHANGE PARKWAY & ALTA DRIVE CATHERINE PARSONS SURVEY, ABSTRACT NO. 111 CITY OF ALLEN, COLLIN COUNTY, TEXAS	
3. BUILDING SYSTEMS, LLC 2000 REPUBLIC ST. FARMERSVILLE, TX 75448 (817) 934-4379	REVIEWED: J.L. PROJECT: D081 DATE: 04-2-2023 SHEET: A13
ADVANCED BUILT STORAGE 8043 BLUE BIRD AVE. DALLAS, TX 75247 (469) 222-9571	SCALE: AS NOTED