

MINUTES
CITY OF MELISSA PLANNING & ZONING COMMISSION
August 12, 2021

WORK SESSION

A. Call to Order

Angela Harwell called the work session to order at 6:00 p.m.

B. Roll Call

Danielle Dorman-Chapa, David Jones, Dave Minton, Dwayne McNeil, and Angela Harwell were all present at the meeting.

C. Public Comments

No members of the public spoke on any item on the work session agenda.

D. Discussion Regarding Regular Agenda Items

Director of Development and Neighborhood Services Tyler Brewer discussed the regular agenda items with the Commission.

During the discussion of agenda item #7 & 8, the following items were discussed:

- Tyler Brewer stated that the applicant is requesting a variance to only pave the onsite piece of the fire lane. The offsite fire lane will have a dedicated easement at this time, but if the request is approved, it will not be paved until the intervening property develops.
- Rendell Hendrickson asked who will inspect the grading transition from concrete to gravel. Tyler Brewer stated it would be inspected by EST, Inc.
- Rendell Hendrickson asked who would maintain the transition. Tyler Brewer stated that the applicant will be required to maintain the transition since it is a private fire lane.

During the discussion of agenda item #10 & 11, the following items were discussed:

- David Jones asked where extra cars would be directed to park. The applicant stated that they will make it known to their attendees that there is no parking allowed outside of the venue on the street.
- Dwayne McNeil asked if the applicants had a civil engineer. The applicant stated that they have engaged a civil engineer to work on this project.
- Dwayne McNeil asked if the applicant would be able to provide a site plan showing where and how they will address drainage on the site. The applicant stated that their civil engineer will follow the City's Code regarding drainage.
- Rendell Hendrickson asked if the applicant would need to come forward with a site plan and plat after zoning approval. Tyler Brewer stated that is correct.
- Rendell Hendrickson asked if the City was aware of any other interest in developing in the Downtown Overlay District ("DOD"). Tyler Brewer stated that

since its creation in 2018, the area has remained relatively quiet, but he believes that will change with the completion of roadway projects and a regional detention project in the area.

- Rendell Hendrickson asked if this land use was in line with the Downtown Overlay District (“DOD”). Tyler Brewer stated that it was.

During the discussion of agenda item #16 & 17, the following items were discussed:

- Dave Minton asked if a Wall Maintenance Easement (WME) was on the original plat. Tyler Brewer stated that this phase of Creek Crossing was platted prior to the City’s current requirement for screening walls to be located on separate, HOA-owned lots, but that staff asked the applicant to include a note on the plat stating that the HOA will maintain the wall in perpetuity.
- Dave Minton asked who would be mowing the street-facing side of the wall when it enters onto private property. Tyler Brewer stated that he believed it would be the HOA as they currently do now, but he would get further confirmation during the regular meeting.

During the discussion of agenda item #18 & 19, the following items were discussed:

- David Jones asked if there were any floorplan exhibits. Tyler Brewer stated that the applicant would be providing a presentation at the regular meeting and it may include floorplans.
- Dave Minton asked for clarification on lot lines. Tyler Brewer explained which lines appeared to be the lot lines.
- Dave Minton asked what the open area in the middle of the lots was going to be. Tyler Brewer explained that it was planned to be an open area and playground, but the applicant would be better able to speak to that.
- Tyler Brewer stated that Dallas Street on the west side of the subdivision provides one of the points of ingress and egress for the subdivision. The developer would be required to install at least a portion of Dallas Street up to their project to satisfy Fire Code requirements.
- Dwayne McNeil asked if the applicant was allowed to choose which street to reconstruct. Tyler Brewer stated Harrison Street is on the City’s Capital Improvement Plan and that this street will likely be a City project in the future. The developer would not be required to improve Harrison Street but would be required to dedicate right of way. The developer would also be required to construct a section of Dallas Street sufficient to provide the subdivision with a second means of ingress and egress.

E. Discussion Regarding Future Agenda Items

Tyra LaVerne briefly shared information on the following upcoming developments:

Avilla Stoneridge, O'Reilly's, West Melissa Village, Legacy Ranch Phase 3, and Bryant Farms Phase 1.

Tyra also stated that the Commissioners will be contacted by City Secretary, Kacie Galyon, to set up a time to come pick up iPads for electronic packet distribution and receive training.

F. Adjourn

P&Z Action

Motion was made by David Jones and seconded by Rendell Hendrickson to adjourn at 6:54p.m.

Vote: 6/0/0



Angela Harwell, Board Chairman

ATTEST:



TYLER BREWER, Staff Liaison

MINUTES
CITY OF MELISSA PLANNING & ZONING COMMISSION
August 12, 2021

REGULAR MEETING

1. Call to Order and Roll Call

Angela Harwell called the regular meeting to order at 7:02 p.m.

Dave Minton, David Jones, Danielle Dorman-Chapa, Dwayne McNeil, and Angela Harwell were all present at the meeting.

2. Pledge of Allegiance

All who were present gave the Pledge of Allegiance.

3. Public Comments

No members of the public spoke during this agenda item.

4. July 8, 2021 Work Session and Regular Meeting Minutes.

P&Z Action

Motion was made by Danielle Dorman-Chapa and seconded by David Jones to approve the July 8, 2021 Work Session and Regular Meeting minutes.

Vote: 6/0/0

5. Consider and act upon a recommendation to City Council regarding the Custer Partners Addition Lot 6 Final Engineering Site Plan, consisting of 1.07± acres of land situated in the Andrew Thomas Survey, Abstract No. 894, City of Melissa, Collin County, Texas and generally located at the northwest corner of Sam Rayburn Highway and Fannin Rd, City of Melissa, Collin County, Texas.

Director of Development and Neighborhood Services Tyler Brewer provided the staff summary for agenda item #5.

P&Z Action

Motion was made by Danielle Dorman-Chapa and seconded by Dwayne McNeil to recommend that City Council approve the Custer Partners Addition Lot 6 Final Engineering Site Plan.

Vote: 6/0/0

6. **Consider and act upon a recommendation to City Council regarding a request for approval of the Custer Partners Addition Replat, consisting of 11.992± acres situated in the Andrew Thomas Survey, Abstract No. 894, City of Melissa, Collin County, Texas and generally located at the northwest corner of Sam Rayburn Highway and Fannin Rd, City of Melissa, Collin County, Texas.**

Director of Development and Neighborhood Services Tyler Brewer provided the staff summary for agenda item #6.

P&Z Action

Motion was made by Danielle Dorman-Chapa and seconded by David Jones to recommend that City Council approve the Custer Partners Addition Replat.

Vote: 6/0/0

7. **Consider and act upon a recommendation to City Council regarding the Wildflower Addition Final Engineering Site Plan, consisting of 1.610± acres of land situated in the D.E.W. Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas and generally located at 3122 Milrany Lane, City of Melissa, Collin County, Texas.**

Director of Development and Neighborhood Services Tyler Brewer provided the staff summary for agenda item #7.

P&Z Action

Motion was made by David Jones and seconded by Rendell Hendrickson to recommend that City Council approve the Wildflower Addition Final Engineering Site Plan.

Vote: 6/0/0

8. **Consider and act upon a recommendation to City Council regarding a request for approval of the Wildflower Addition Final Plat, consisting of 1.610± acres of land situated in the D.E.W. Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas and generally located at 3122 Milrany Lane, City of Melissa, Collin County, Texas.**

Director of Development and Neighborhood Services Tyler Brewer provided the staff summary for agenda item #8.

P&Z Action

Motion was made by David Jones and seconded by Rendell Hendrickson to recommend that City Council approve the Wildflower Addition Final Plat.

Vote: 6/0/0

9. Consider and act upon a recommendation to City Council regarding a request for approval of an amendment to the Z-Plex Phase 3B Façade Plan.

Director of Development and Neighborhood Services Tyler Brewer provided the staff summary for agenda item #9.

P&Z Action

Motion was made by David Jones and seconded by Dave Minton to recommend that City Council approve the amendment to the Z-Plex Phase 3B Façade Plan.

Vote: 6/0/0

10. Conduct a public hearing to hear concerns for or against a request to adopt a Specific Use Permit ("SUP") allowing for a "Hall, Reception/Banquet/Meeting" based on the adaptive reuse of a residential structure within the Downtown Overlay District Transition Mixed-Use (DOD-TMU) area on 2.837± acres of land situated in the John Fitzhugh Survey, Abstract No. 319, City of Melissa, Collin County, Texas and generally located at 2930 Fannin Rd., City of Melissa, Collin County, Texas.

Director of Development and Neighborhood Services Tyler Brewer provided the staff summary for agenda item #10 and 11.

P&Z Action

Motion was made by Danielle Domra- Chapa and seconded by Rendell Hendrickson to reopen the Public Hearing.

Vote: 6/0/0

The public hearing was opened at 7:17p.m.

There were no public comments.

Motion was made by Danielle Dorman-Chapa and seconded by Dwayne McNeil to close the Public Hearing.

Vote: 6/0/0

The public hearing was closed at 7:17p.m.

11. **Consider and act upon a recommendation to City Council regarding a request to adopt a Specific Use Permit ("SUP") allowing for a "Hall, Reception/Banquet/Meeting" based on the adaptive reuse of a residential structure within the Downtown Overlay District Transition Mixed-Use (DOD-TMU) area on 2.837± acres of land situated in the John Fitzhugh Survey, Abstract No. 319, City of Melissa, Collin County, Texas and generally located at 2930 Fannin Rd., City of Melissa, Collin County, Texas.**

P&Z Action

Motion was made by David Jones and seconded by Danielle Dorman-Chapa to recommend that City Council approve the Specific Use Permit ("SUP").

Vote: 6/0/0

12. **Conduct a public hearing to hear concerns for or against a request for a rezone from Agricultural District ("A") to Planned Development ("PD") on two tracts of land consisting of 21.01± acres in the aggregate situated in the David E.W. Babb Survey, Abstract No. 33, Collin County, Texas and generally located approximately 882 feet to the southeast of the intersection of Milrany Lane and Karnaghan Lane, City of Melissa, Collin County, Texas.**

Director of Development and Neighborhood Services Tyler Brewer provided the staff summary for agenda item #12 and 13.

P&Z Action

Motion was made by David Jones and seconded by Rendell Hendrickson to open the Public Hearing.

Vote: 6/0/0

The public hearing was opened at 7:20p.m.

There were no public comments.

Motion was made by David Jones and seconded by Rendell Hendrickson to close the public hearing.

Vote: 6/0/0

The public hearing was closed at 7:20p.m.

- 13. Consider and act upon a recommendation to City Council regarding a request for a rezone from Agricultural District ("A") to Planned Development ("PD") on two tracts of land consisting of 21.01± acres in the aggregate situated in the David E.W. Babb Survey, Abstract No. 33, Collin County, Texas and generally located approximately 882 feet to the southeast of the intersection of Milrany Lane and Karnaghan Lane, City of Melissa, Collin County, Texas.**

P&Z Action

Motion was made by David Jones and seconded by Dave Minton to recommend that City Council approve the rezone to Planned Development ("PD").

Vote: 6/0/0

- 14. Conduct a public hearing to hear concerns for or against a request for approval of a Specific Use Permit ("SUP") to allow for "Mobile Food Truck/Mobile Food Truck Park" land use on 0.07± acres of land, being Lot 18, Block 5 of the Melissa Original Donation, City of Melissa, Collin County, Texas and generally located approximately 121 feet to the northeast of the intersection of East Melissa Road and Red River Street, City of Melissa, Collin County, Texas.**

Director of Development and Neighborhood Services Tyler Brewer provided the staff summary for agenda item #14 and 15.

P&Z Action

Motion was made by David Jones and seconded by Rendell Hendrickson to open the Public Hearing.

Vote: 6/0/0

The public hearing was opened at 7:24p.m.

There were no public comments.

Motion was made by David Jones and seconded by Rendell Hendrickson to close the public hearing.

Vote: 6/0/0

The public hearing was closed at 7:24p.m.

15. **Consider and act upon a recommendation to City Council regarding a request for approval of a Specific Use Permit ("SUP") to allow for "Mobile Food Truck/Mobile Food Truck Park" land use on 0.07± acres of land, being Lot 18, Block 5 of the Melissa Original Donation, City of Melissa, Collin County, Texas and generally located approximately 121 feet to the northeast of the intersection of East Melissa Road and Red River Street, City of Melissa, Collin County, Texas.**

P&Z Action

Motion was made by Danielle Dorman-Chapa and seconded by David Jones to recommend that City Council approve the Specific Use Permit ("SUP").

Vote: 6/0/0

16. **Conduct a public hearing to hear concerns for or against a request for approval of a replat of 0.788± acres of land, being Lot 22, Lot 23, and part of Common Area 3 (C.A 3), Block D, Creek Crossing, Phase One situated in the D.E.W. Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas and generally located at 4109 Whitetail Lane and 2801 Winchester Avenue, City of Melissa, Collin County, Texas.**

Director of Development and Neighborhood Services Tyler Brewer provided the staff summary for agenda item #16 and 17.

P&Z Action

Motion was made by Danielle Dorman-Chapa and seconded by David Jones to open the Public Hearing.

Vote: 6/0/0

The public hearing was opened at 7:27p.m.

There were no public comments.

Motion was made by Danielle Dorman-Chapa and seconded by David Jones to close the public hearing.

Vote: 6/0/0

The public hearing was closed at 7:28p.m.

17. **Consider and act upon a recommendation to City Council regarding a request for approval of a replat of 0.788± acres of land, being Lot 22, Lot 23, and part of Common Area 3 (C.A 3), Block D, Creek Crossing, Phase One situated in the D.E.W. Babb Survey,**

Abstract No. 33, City of Melissa, Collin County, Texas and generally located at 4109 Whitetail Lane and 2801 Winchester Avenue, City of Melissa, Collin County, Texas.

P&Z Action

Motion was made by David Jones and seconded by Rendell Hendrickson to recommend that City Council approve the Replat on the condition that a note is added to the plat stating that the HOA will maintain the turf located outside of the wall.

Vote: 6/0/0

- 18. Conduct a public hearing to hear concerns for or against a request to rezone from General Commercial ("C-2") and Single-Family Residential District 3 ("SF-3") to Planned Development ("PD") within the Downtown Overlay District Transition Mixed-Use ("DOD TMU") area on 8.999± acres of land located in the D.E.W. Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas and generally located at 2007 Harrison St., City of Melissa, Collin County, Texas.**

Director of Development and Neighborhood Services Tyler Brewer provided the staff summary for agenda item #18 and 19.

The developer's design engineer and the developer gave a presentation to the Commission regarding their single-family residential project.

P&Z Action

Motion was made by David Jones and seconded by Rendell Hendrickson to open the Public Hearing.

Vote: 6/0/0

The public hearing was opened at 7:47p.m.

The following members of the public spoke on this agenda item:

Mary Detweiler
2021 Paris St.
Melissa, TX 75454

Ms. Detwiler asked what is going to happen to the trees/greenbelt along the property line and what is the plan in case of a drought? Ms. Detweiler suggested the area should be left in its natural/current state as open space. She stated that the schools cannot keep up with the growth of Melissa. Ms. Detweiler also asked what the plan was for lighting, noise, and traffic.

Benjamin Poole
2106 Independence Dr.
Melissa, TX 75454

Mr. Poole read from his letter of opposition that he emailed to City Staff (see attached).

Robert Wales
2102 Independence Dr.
Melissa, TX 75454

Mr. Wales stated that he was concerned with the destruction of his living condition should this project be approved. He stated his concerns with lighting pollution, the removal of existing trees, and noise. Mr. Wales suggested the developer add medians between the property and the subdivision; something more than a wall. He also suggested the developer should provide a plan for noise abatement.

Tyler Nally
2200 Independence Dr.
Melissa, TX 75454

Mr. Nally stated that he had general opposition to this project and that he agreed with the previous residents' statements. He questioned whether there was enough room for a subdivision on the property. Mr. Nally also stated that should this project be approved, the neighbor would be a corporation and feels that they would be difficult to deal with should civil matters arise. Mr. Nally stated that, should the project be approved, there should be some separation between the existing houses and the project.

Robert Rea
2100 Independence Dr.
Melissa, TX 75454

Mr. Rea stated he agreed with the previous residents' statements. He questioned what the building materials would be and where the playground would be located. Mr. Rea also commented that the water pressure in his neighborhood has dropped and he believes it is due to growth. He asked how this development would impact the water pressure.

Nestor Aparicio
2201 Harrison St.
Melissa, TX 75454

Mr. Aparicio stated he has concerns about the tree line being removed. He stated there should be an easement in between the existing homes and the new project.

Motion was made by David Jones and seconded by Rendell Hendrickson to close the public hearing.

Vote: 6/0/0

The public hearing was closed at 8:06p.m.

Rendell Hendrickson asked to clarify that today's action is for land use only and not for a site plan or plat. Tyler Brewer stated that was correct.

David Jones asked if the Downtown Overlay District ("DOD") has tree regulations. Tyler Brewer stated that there is a tree ordinance in effect for the entire City of Melissa that is not DOD-specific.

Rendell Hendrickson asked staff to confirm that if trees are on both sides of the property line, the developer could not take out trees from the adjacent property's tree line. Tyler Brewer said that was correct unless there was an agreement allowing the developer to do so.

Danielle Dorman-Chapa asked the applicant if it was his intent to remove the trees along the property line. Kevin Stuckey of LuxNova Homes stated it was not their intent. Instead, they will maintain a 10-foot space between the existing properties and the new project to maintain the greenbelt.

Dwayne McNeil asked if the project compiled with the density regulations of the City. Tyler Brewer stated that at the time of zoning, this is more subjective. There is not a code requirement against which density is based. Density will be established through this zoning should it be approved.

Danielle Dorman-Chapa asked if the ordinance for this zoning can stipulate that the site plan include the 10-foot separation along the northern boundary of the property to preserve the tree line. Tyler Brewer stated that the Commission could condition an approval City Council based on that request.

Dwayne McNeil asked the applicant if he would consider changing the density. The applicant, Kevin Stuckey said that would not be cost effective for them to do so.

Rendell Hendrickson asked the applicant if he felt the 10-foot buffer was reasonable. Mr. Stuckey agreed that it was reasonable and that he had no issue complying with the request for a buffer.

P&Z Action

Motion was made by Danielle Dorman-Chapa and seconded by Rendell Hendrickson to recommend that City Council approve the rezone to Planned Development ("PD") on the

condition that the zoning ordinance includes a requirement to leave a 10-foot landscape buffer along the norther property line to preserve the tree line as well as to build an 8-foot fence around the subdivision as opposed to a 6-foot fence.

Vote: 4/2/0

Dwayne McNeil and David Jones voted against the recommendation for approval.

20. Conduct a public hearing to hear concerns for or against a request to remove 22.5202± acres of land from Tract W1 of the Stoneridge Planned Development ("PD") Ordinance No. 04-09 and establish a new Planned Development ("PD") on 26.576± acres of land located in the J. Emberson Survey, Abstract No. 294, City of Melissa, Collin County, Texas and generally located at the northwest intersection of US Highway 75 and Melissa Rd., City of Melissa, Collin County, Texas.

Director of Development and Neighborhood Services Tyler Brewer provided the staff summary for agenda item #20 and 21.

The developer gave a presentation to the Commission regarding his single-family style for-rent residential project.

P&Z Action

Motion was made by David Jones and seconded by Danielle Dorman-Chapa to open the public hearing.

Vote: 6/0/0

The public hearing was opened at 8:34p.m.

Bill White
5727 CR 277
Melissa, TX 75454

Mr. White stated that he was in support of this project. He stated that this area is a natural place for higher density.

Motion was made by David Jones and seconded by Danielle Dorman-Chapa to close the public hearing.

Vote: 6/0/0

The public hearing was closed at 8:36p.m.

Angela Harwell asked the applicant why the one-bedroom units would be duplexes. Jack Rowe, representative of CTC, stated that they are following the model out of Phoenix where this concept of Single Family for Rent originated.

Angela Harwell asked what the price points for the different units would be. Mr. Rowe stated the one-bedroom unit would be \$1550 per month and the two-bedroom unit would be \$1750 per month.

- 21. Consider and act upon a recommendation to City Council regarding a request to remove 22.5202± acres of land from Tract W1 of the Stoneridge Planned Development ("PD") Ordinance No. 04-09 and establish a new Planned Development ("PD") on 26.576± acres of land located in the J. Emberson Survey, Abstract No. 294, City of Melissa, Collin County, Texas and generally located at the northwest intersection of US Highway 75 and Melissa Rd., City of Melissa, Collin County, Texas.**

P&Z Action

Motion was made by Rendell Hendrickson and seconded by Danielle Dorman-Chapa to recommend that City Council approve the rezone to Planned Development ("PD") on the condition that the 222 multifamily units in this project counts toward the maximum of units allowed on Tract W1 of the Stoneridge Planned Development ("PD").

Vote: 6/0/0

- 22. Adjourn.**

P&Z Action

Motion was made by David Jones and seconded by Rendell Hendrickson to adjourn.

Vote: 6/0/0

Meeting adjourned at 8:43p.m.



Angela Harwell, Board Chairman

ATTEST:

Tyler B

TYLER BREWER, Staff Liaison