

**MINUTES  
CITY OF MELISSA PLANNING & ZONING COMMISSION  
September 9, 2021**

**WORK SESSION**

**A. Call to Order**

Angela Harwell called the work session to order at 6:01 p.m.

**B. Roll Call**

Danielle Dorman-Chapa, David Jones, Dave Minton, Stephen Ford, and Angela Harwell were all present at the meeting. Dwayne McNeil arrived at 6:16pm.

**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 #5, the following items were discussed:

- David Jones asked for clarification of the location of the existing fire lane on the property and Tyler Brewer clarified the location.
- Dave Minton asked if there was a timeline for the improvements to the intersection of Sam Rayburn Hwy and Milrany Lane and the reconstruction of Milrany Lane in general. Nolan Harvey, City Engineer, stated that there is not currently a timeline for those improvements.

During the discussion of agenda item #8 & 9, the following items were discussed:

- Stephen Ford asked if an SUP carried a time limit. Tyler Brewer stated that was not generally the case, but was possible, if desired.

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

- Stephen Ford asked if the pads would hold multi-tenant buildings. The applicant stated that the buildings could be a combination of single and multi-tenant occupancies.
- Angela Harwell asked if the intended use of the buildings would be medical or retail. The applicant stated that their intent is to have a combination of medical and retail with medical being located in the buildings along the northern boundary of the property.

During the discussion of agenda item #12 & 13, the following items were discussed:

- Dave Minton asked if there would be mutual access with the property to the north. Nolan Harvey stated that it would be required through the platting and site plan process.

During the discussion of agenda item #14 & 15, the following items were discussed:

- Angela Harwell asked if there was a way to ensure that the 2.4% of commercial shown in the land plan is adhered to. Tyler Brewer stated that while the developer has said they plan for a possibility of 15%± flexibility in land use types, they have committed to 2.4% of the property being dedicated to commercial use.
- Angela Harwell asked if the applicant would be willing to exclude some C-2 uses in the commercial area of the property. The applicant said they would remove some C-2 uses from the commercial property such as auto services. The developer is planning for neighborhood services such as childcare.
- David Jones asked if the applicant was intending zero lot lines on the single-family portion of the project. The developer stated that if the housing type were to be townhomes, they would have zero lot lines. The developer stated that they have not determined if they will have townhomes or single-family style residences.
- Stephen Ford asked how the open space is calculated on this site. Tyler Brewer stated that the developer has committed to 40% open space based on the entire acreage, including the floodplain and protected tree areas.
- Stephen Ford asked why the developer was not planning to use masonry on the structures. The developer stated that building materials were not planned as they are still early in the design process. He also stated that if they do not use masonry products, they are able to offer lower rents because they are able to save on the exterior construction requirements.
- Dave Minton and Danielle Dorman- Chapa asked if the plan provided adequate parking on the site. Danielle Dorman-Chapa stated that 1.5 parking spots for three-bedroom units did not seem adequate. The applicant stated that they have planned for a parking structure to be located in the center of the multi-family structure.
- Stephen Ford stated that they applicant has listed many variances. Dwayne McNeil asked if the City's Code was taken into consideration when planning the site. The applicant stated that they initially planned based on past projects they have done in other locations but now they would take Melissa's City Code into consideration.
- Stephen Ford suggested to the applicant that they may want to consider tabling this project to another date in order to review Melissa's Code and possibly revise their plans.

#### **E. Adjourn**

P&Z Action

Motion was made by David Jones and seconded by Dwayne McNeil to adjourn at 7:07p.m.

Vote: 6/0/0

  
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Angela Harwell, Board Chairman

ATTEST:

  
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TYLER BREWER, Staff Liaison

**MINUTES**  
**CITY OF MELISSA PLANNING & ZONING COMMISSION**  
**September 9, 2021**

**REGULAR MEETING**

**1. Call to Order and Roll Call**

Angela Harwell called the regular meeting to order at 7:11 p.m.

Dave Minton, David Jones, Danielle Dorman-Chapa, Dwayne McNeil, Stephen Ford, 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. August 12, 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 a request for approval of the Farmhouse 121 Preliminary Engineering Site Plan, consisting of 12.396± acres situated in the D.E.W. Babb Survey, Abstract No. 33, City of Melissa, Collin County, Texas and generally located approximately 372 feet to the northeast of the intersection of Sam Rayburn Highway and Milrany Lane, 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 David Jones to recommend that City Council approve the Farmhouse 121 Preliminary Engineering Site Plan.

Vote: 6/0/0

6. Consider and act upon a recommendation to City Council regarding a request for approval of the Avilla Stoneridge Final Engineering Site Plan, being 19.69± acres situated in the John Emberson Survey, Abstract No. 294, City of Melissa, Collin County, Texas and generally located approximately 1,490 feet to the northeast of the intersection of Melissa Rd and Telephone Rd, City of Melissa, Collin County, Texas.

Director of Development and Neighborhood Services Tyler Brewer provided the staff summary for agenda item #6 & 7.

P&Z Action

Motion was made by David Jones and seconded by Dave Minton to recommend that City Council approve the Avilla Stoneridge Final Engineering Site Plan.

Vote: 6/0/0

7. Consider and act upon a recommendation to City Council regarding a request for approval of the Avilla Stoneridge Addition Final Plat, being 20.000± acres situated in the John Emberson Survey, Abstract No. 294, City of Melissa, Collin County, Texas and generally located approximately 1,490 feet to the northeast of the intersection of Melissa Rd and Telephone 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 Avilla Stoneridge Final Plat.

Vote: 6/0/0

8. Conduct a public hearing to hear concerns for or against a request for a Specific Use Permit (SUP) granting "Hall, Reception/Banquet/Meeting" land use subject to the Adaptive Reuse Standards of the Downtown Overlay District (DOD) on 3.447± 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 #8 & 9.

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 7:20p.m.

There were no public comments.

Motion was made by David Jones and seconded by Dwayne McNeil to close the Public Hearing.

Vote: 6/0/0

The public hearing was closed at 7:21p.m.

9. **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 3.447± 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.**

Danielle Dorman-Chapa asked if the City has any Code regulations on using gravel. Tyler Brewer stated that paved parking is required by Code in any commercial development.

Stephen Ford suggested there could be a noise issue with vehicles driving on gravel.

Dwayne McNeil stated that using gravel could help with drainage as it is not an impervious surface.

Danielle Dorman-Chapa asked if the applicant thought they could still get their desired number of parking on gravel since it would not striped parking. The applicant stated that he felt confident he could.

David Jones asked if there would be parking attendants assisting with parking. The applicant stated they would have volunteers on site when they had a large event, but they don't expect parking to be at full capacity on regular basis.

David Jones asked about handicap parking. Tyler Brewer stated that per ADA regulations, the handicap spots would be required to be paved. The applicant agreed they would be paved.

The Commission invited a member of the audience to come up to speak.

Bruce Feilke  
1117 Lubbock Ln  
Melissa, TX 75454

Mr. Feilke stated that he and his wife had submitted letters of protest for this project. He stated that the traffic in the area was already an issue and this project would restrict access. He stated that this commercial use does not fit in with the area.

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") with the condition that the parking be paved per City Code.

Vote: 5/1/0

Dwayne McNeil voted against the recommendation.

- 10. Conduct a public hearing to hear concerns for or against a request for a rezone from Single-Family Residential District 3 ("SF-3") to Planned Development-General Commercial District ("PD-C-2") on 6.71± acres of land situated in the William Sanders Survey, Abstract No. 867 and the D.E.W. Bab Survey, Abstract No. 33, City of Melissa, Collin County, Texas and generally located at 2210 E. Melissa 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 David Jones to open the Public Hearing.

Vote: 6/0/0

The public hearing was opened at 7:40p.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 7:40p.m.

- 11. Consider and act upon a recommendation to City Council regarding a request for a rezone from Single-Family Residential District 3 ("SF-3") to Planned Development-General Commercial District ("PD-C-2") on 6.71± acres of land situated in the William Sanders Survey, Abstract No. 867 and the D.E.W. Bab Survey, Abstract No. 33, City of Melissa, Collin County, Texas and generally located at 2210 E. Melissa Rd, City of Melissa, Collin County, Texas.**

P&Z Action

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

Vote: 6/0/0

- 12. Conduct a public hearing to hear concerns for or against a request to adopt a Specific Use Permit ("SUP") granting "Car Wash, Full Service" land use on Lot 2, Block A of the Buc-ee's Addition Final Plat, being 4.406± acres situated in Andrew Thomas Survey, Abstract No. 894, City of Melissa, Collin County, Texas and generally located immediately north of 1550 Central Expressway, 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 Danielle Dorman-Chapa to open the Public Hearing.

Vote: 6/0/0

The public hearing was opened at 7:43p.m.

There were no public comments.

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 7:44p.m.

- 13. Consider and act upon a recommendation to City Council regarding a request to adopt a Specific Use Permit ("SUP") granting "Car Wash, Full Service" land use on Lot 2, Block**



**A of the Buc-ee's Addition Final Plat, being 4.406± acres situated in Andrew Thomas Survey, Abstract No. 894, City of Melissa, Collin County, Texas and generally located immediately north of 1550 Central Expressway, City of Melissa, Collin County, Texas.**

**P&Z Action**

Motion was made by David Jones and seconded by Stephen Ford to recommend that City Council approve the Specific Use Permit ("SUP").

Vote: 6/0/0

- 14. Conduct a public hearing to hear concerns for or against a request for a rezone from Agricultural District ("A") to Planned Development ("PD") on 102.234± acres situated in the John Emberson Survey, Abstract No. 294, City of Melissa, Collin County, Texas and generally located at the northwest corner of the intersection of Melissa Rd. and Telephone Rd., 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 Dave Minton to open the Public Hearing.

Vote: 6/0/0

The public hearing was opened at 7:51p.m.

The applicant requested to table the hearing until a later date so they may consider the Commission's comments from the work session. The applicant stated that they may come back with part of the project and not the whole acreage at once.

Motion was made by David Jones and seconded by Dwayne McNeil to keep the public hearing open indefinitely.

Vote: 6/0/0

- 15. Consider and act upon a recommendation to City Council regarding a request for a rezone from Agricultural District ("A") to Planned Development ("PD") on 102.234± acres situated in the John Emberson Survey, Abstract No. 294, City of Melissa, Collin**

County, Texas and generally located at the northwest corner of the intersection of Melissa Rd. and Telephone Rd., City of Melissa, Collin County, Texas.

P&Z Action

Motion was made by David Jones and seconded by Danielle Dorman-Chapa to table the action indefinitely.

Vote: 6/0/0

Motion was made by Danielle Dorman-Chapa and seconded by David Jones to recess into closed session with the City attorney in accordance with Texas Government Code Section: 551.071 Private consultation with the attorney for the City.

Vote: 6/0/0

Adjourned to closed session at 8:01p.m.

Motion was made by David Jones and seconded by Dwayne McNeil to reconvene into open session.

Vote: 6/0/0

Reconvened at 8:12p.m.

**20. Adjourn.**

P&Z Action

Motion was made by Danielle Dorman-Chapa and seconded by David Jones to adjourn.

Vote: 6/0/0

Meeting adjourned at 8:14p.m.

  
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Angela Harwell, Board Chairman

ATTEST:

  
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TYLER BREWER, Staff Liaison