



**NOTICE AND AGENDA
CITY OF GLENN HEIGHTS
PLANNING AND ZONING COMMISSION
MONDAY, JULY 24, 2023, 06:30 P.M.**

Notice is hereby given that the City of Glenn Heights Planning and Zoning Commission will hold a Meeting on Monday, July 24, 2023, at 06:30 P.M., in the City Hall, City Council Chambers, located at 1938-C South Hampton Road, Glenn Heights, Texas, 75154, as prescribed by Vernon's Texas Civil Statutes, Government Code Section §551.041, to consider and possibly take action on the following agenda items. Items do not have to be taken in the same order as shown in this meeting Notice and Agenda.

This Notice and Meeting Agenda, and the Agenda Packet, are posted online at <https://www.glennheightstx.gov/129/Agendas-Minutes>.

**CALL TO ORDER
INVOCATION
PLEDGE OF ALLEGIANCE
PUBLIC COMMENT**

CONSENT AGENDA

1. Discuss and take action to approve the meeting minutes of April 24, 2023.
2. Discuss and take action to approve the meeting minutes of June 26, 2023.
3. **Plat Case PP-007-23:** Discuss and take action on a Preliminary Plat Request by Shawne Walter, on behalf of Alex Blake for Freedom Church Addition, an addition to the City of Glenn Heights, Texas, being 6.044 acres, situated in the Samuel Clark Survey, Abst. No. 249 and M.L. Swing Survey, Abst. No. 1455, Glenn Heights, Dallas County, Texas.
4. **Plat Case FP-007-23:** Discuss and take action on a Final Plat Request by Shawne Walter, on behalf of Alex Blake for Freedom Church Addition, an addition to the City of Glenn Heights, Texas, being 6.044 acres, situated in the Samuel Clark Survey, Abst. No. 249 and M.L. Swing Survey, Abst. No. 1455, Glenn Heights, Dallas County, Texas.

AGENDA

1. **Zoning Case:** Discuss and take action on a request concerning a Site Plan for Holy House Of Prayer Church by Oscar Galan with Classic Design Group. The 2.651.1636- acre property is zoned Neighborhood Services "NS" and is situated in the Heritage Estates Block F. The property is located at the northwest corner of West Bear Creek and Heritage BLVD, Glenn Heights, Dallas County, Texas. The proposed use is Church.

2. Commissioners Activity Report

ADJOURNMENT

In accordance with the Americans with Disabilities Act, if you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodations, please contact the City Secretary at least 48 hours in advance of the event at 972-223-1690 ext. 125 or email brandi.brown@glennheightstx.gov. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

I, Brandi Brown, City Secretary, do hereby certify that the above Meeting Notice and Agenda was posted in a place convenient to the Public at Glenn Heights City Hall, 1938-C South Hampton Road, Glenn Heights, Texas by 5:00 P.M. on Friday, July 21, 2023.

Pursuant to Section 551.071 of the Texas Government Code, the Planning and Zoning Commission reserves the right to consult in closed session with its attorney at any time during the course of this meeting and to receive legal advice regarding any item listed on this agenda.

Brandi Brown, City Secretary

**MINUTES OF THE PLANNING AND ZONING COMMISSION OF
THE CITY OF GLENN HEIGHTS, TEXAS**

MONDAY, APRIL 24TH, 2023

STATE OF TEXAS *

COUNTIES OF DALLAS AND ELLIS *

CITY OF GLENN HEIGHTS *

On the 24th day of April 2023, the Planning and Zoning Commission of the City of Glenn Heights, Texas convened in a regular meeting at the City Hall Council Chambers at 1938-C South Hampton Road, Glenn Heights, Texas at 6:30 P.M. to consider the following items, with these members in attendance:

BOARD MEMBERS

Austin Kelley	*	Chair Person
Arnold Lenoris Davis Jr.	*	Board Member
Madeline Bracken	*	Board Member
April Stokes	*	Board Member
Tabitha Gamble	*	Board Member

STAFF

Ashlie Tolliver Jones	*	City Planner
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Call to Order Commissioner Kelley called the meeting to order at 6:34 p.m.

Invocation Commissioner Davis provided the invocation.

Pledge of Allegiance

CONSENT AGENDA

1. Discuss and take action to approve the meeting minutes of March 06, 2023.
2. Discuss and take action to approve the meeting minutes of March 27, 2023.

Chairman Kelley asked if there were any comments about the Consent Agenda items. Commissioner Davis stated that a correction needs to be made to the March 06, 2023 page 3 minutes, Commissioner Davis asked the question about TIFF agreements, not Chairman Kelley. Chairman Kelley asked for a motion. A motion was made by Commissioner Davis to approve the minutes of March 06, 2023 with the correction and to approve the minutes of March 27, 2023. Commissioner Stokes seconded. The motion passed 4-0.

AGENDA

1. **Specific Use Permit Request SUP-001-23:** Discuss and take action on a request by Antonio Sanchez, for a Specific Use Permit to construct a freestanding carport within a Single-Family 1 (SF-1) zoning district located at 2405 South Hampton Road, (Property ID 168882) Glenn Heights, Texas.

Ms. Jones opened the presentation and presented the case to the Commission.

Commissioner Davis asked if another neighbor wanted to put a carport at their residence, if they would be required to go through the SUP process. Staff responded that this is a requirement for all zoning districts in the city if an applicant requests to construct a carport. Staff clarified the process of a Specific Use Permit.

Chairman Kelley asked why staff is requiring concrete for the parking size. Ms. Jones informed the Commission that city ordinance requires that parking be concrete as parking is required on an impervious surface.

Chairman Davis asked if a runoff or drainage plan is required for this project. Staff responded that it is not. Chairman Davis also asked for clarification in the event that the applicant begins to repair vehicles. Staff responded that would be regulated by Code Enforcement under the City Home Occupation ordinance.

Chairman Kelley closed the public hearing. Chairman Kelley asked for a motion. Commissioner Davis made a motion to recommend approval of the SUP request as presented by staff. Commissioner Stokes seconded the motion. The motion was approved 4-0.

VOTE

4-0: Ayes – Kelley, Davis, Stokes, Bracken

2. **Commissioner Training Session:** Staff presentation for Planning & Zoning Commissioner Training.

Ms. Jones opened the presentation and presented the training to the Commission. The commission was educated on commissioner ethics and conflicts of interest.

ADJOURNMENT

Motion by Commissioner Bracken to adjourn the meeting of the Planning and Zoning Commission at 7:14 p.m. Commissioner Stokes made the second. The motion carried with a 4-0 vote.

Austin Kelley, Chair

Attest:

Ashlie Tolliver Jones, City Planner

Passed and approved on the _____th day of _____, 2023.

**MINUTES OF THE PLANNING AND
ZONING COMMISSION OF THE CITY
OF GLENN HEIGHTS, TEXAS**

JUNE 26, 2023

STATE OF TEXAS *

COUNTIES OF DALLAS AND ELLIS *

CITY OF GLENN HEIGHTS *

On June 26, 2023, the Planning and Zoning Commission of the City of Glenn Heights, Texas, met in a Regular Called City Council Meeting in the City Hall, City Council Chambers, located at 1938- C South Hampton Road, Glenn Heights, Texas, 75154, with the following members present:

P&Z BOARD MEMBERS:

Austin Kelley	*	Chair Person, Place 1
April Stokes	*	Commissioner, Place 2
Arnold Lenoris Davis, Jr.	*	Commissioner, Place 3
Madeline Bracken	*	Commissioner, Place 4
Dr. Kelvin Stroy, Sr.	*	Commissioner, Place 6

STAFF:

Keith Moore	*	Interim City Manager
Parviz Pourazizian	*	Director Development Services

CALL TO ORDER

Chair Austin Kelley called the Planning and Zoning Commission Meeting to order at 6:30 P.M., with a quorum of the Planning and Zoning Commission present.

PLEDGE OF ALLEGIANCE

Chair Austin Kelley led the assembly in the Pledge of Allegiance.

PUBLIC COMMENT

There were no Public Comments.

AGENDA

1. Plat Case FP-004-23: Discuss and take action on a Final Plat request by Joe Cortez on behalf of Noel Saldivar. The 2.296-acres is situated in the Abraham Hart Survey, Abstract No. 563 Glenn Heights, Dallas County, Texas. The subject property is Single family residential.

Chair Austin Kelley introduced the agenda item. Mr. Kelly asked for staff presentation. Parviz Pourazizian, Director of Planning and Development service, introduced the plat and added that this plat is part of a building permit. The property owner needed to plat the property to receive his permit. Mr. Pourazizian said this is the first Planning and Zoning Commission presentation. It will be in the next city Council meeting for final approval if it gets approval. There is no significant impact, and the property is not part of any subdivision. Chair Kelley asked a question to clarify the necessity of the plat for a "Business Permit," which was explained by Mr. Pourazizian as a "Building Permit."

Commissioner Madeline Bracken also asked if this plat was needed to build their house. Mr. Pourazizian explained that this is an existing house, and the building permit here refers to installing "Solar Panel" as the property is not platted per our ordinance. The property requires to be platted before staff can issue any building permit.

Commissioner Madeline Bracken also asked, "What does Plat Mean?" Mr. Pourazizian added that a plat is a legal process of formalizing a survey and defining the meets and bounds of the property. Ultimately it will get recorded with County, which has a legal right to it.

Then Commissioner Madeline Bracken asked if this item was a "Permit to Survey the Property," Mr. Pourazizian used the term "Plat" instead of a survey.

Commissioner Madeline Bracken also asked if there was a reason not to vote for it. Mr. Pourazizian added that typically "no" unless the commissioner notices something staff may have missed during the review.

Mr. Pourazizian added that our process includes reviewing these plats to ensure they meet City and state requirements before presenting them to the Board or Council.

Commissioner Madeline Bracken also asked if they could see the plat. Mr. Keith Moore, Interim City Manager, added that we could not utilize the screens in the council chamber due to technical difficulties. However, there was a physical copy between the commissioners, and they shared and reviewed it together and expressed no comments or concerns.

Next, Chair Austin Kelley introduced the motion to take action on the requested plat. Commissioner Davis recommends approving the Plat Case FP-004-23 presented by Joe Cortez. Commissioner Bracken seconded the motion.

Chair Austin Kelley requested the vote, and all five commissioners voted "Yes."

2. Commissioners Activity Report

Chair Austin Kelley read the agenda as this was the first time they had seen it. It was questioned what it is.

Mr. Pourazizian explained that this item had been done in his previous job, and it is an opportunity for the commissioner to share thoughts and comments with the staff and each other while they are in a public meeting. Mr. Pourazizian also added that if this is something different than what commissioners wish to see continuing, they can remove it from future

agendas.

Next, Commissioner Davis added that he did not see the Meeting Minutes from the previous Planning and zoning meeting. Mr. Pourazizian explained that as there were last-minute staff changes, they are working to bring that meeting along with this meeting to the next P&Z meeting agenda.

Commissioners explained they do not have any activity to report.

Commissioner Bracken also asked whom they need to have their correspondence regarding "Light Pollution," Mr. Pourazizian requested that all future correspondence be directed to him.

ADJOURNMENT

Commissioner Stroy made a motion to adjourn. Commissioner Strokes made the second. The motion carried with the following record vote:

VOTE 5 Ayes – Kelley, Stokes, Davis, Bracken, Story

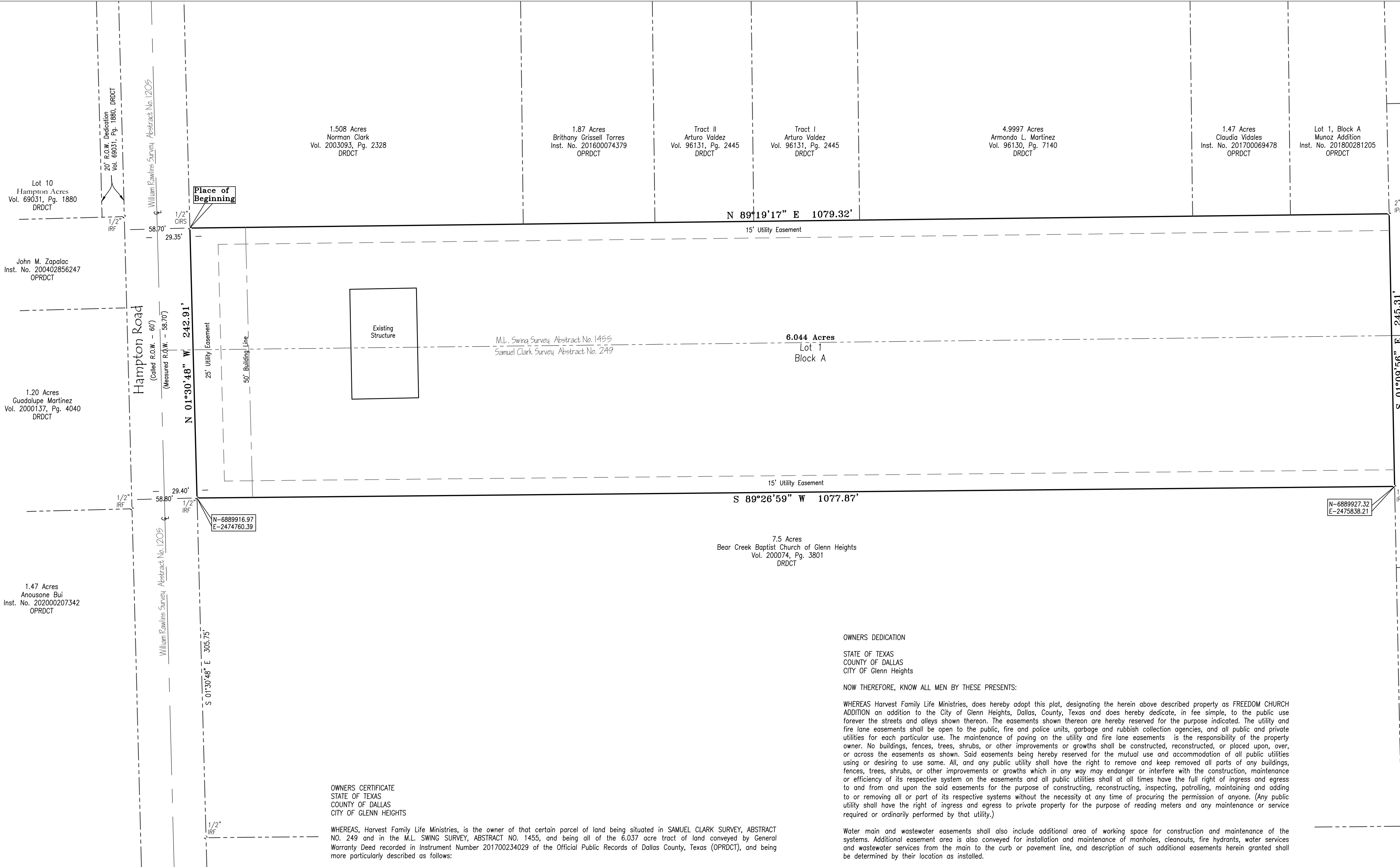
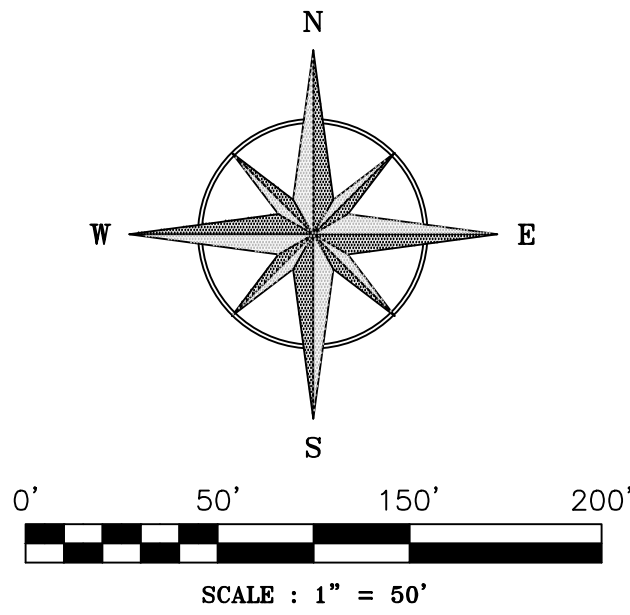
adjourned the meeting at 6:39 P.M.

Austin Kelley, ChairPerson

Attest:

Parviz R Pourazizian, Director of Development
Passed and approved on the 24th day of July 2023

WLSC



- Notes:
- No portion of this property lies within a 100 year flood plain according to the Flood Insurance Rate Map for Dallas County. Map# 48113C0640 K, dated July 7, 2014.
 - Basis of Bearings: GPS Observation, Texas State Plane Coordinate, North Central Zone 4202.

OWNERS CERTIFICATE

STATE OF TEXAS
COUNTY OF DALLAS
CITY OF GLENN HEIGHTS

WHEREAS, Harvest Family Life Ministries, is the owner of that certain parcel of land being situated in SAMUEL CLARK SURVEY, ABSTRACT NO. 249 and in the M.L. SWING SURVEY, ABSTRACT NO. 1455, and being all of the 6.037 acre tract of land conveyed by General Warranty Deed recorded in Instrument Number 201700234029 of the Official Public Records of Dallas County, Texas (OPRDCT), and being more particularly described as follows:

BEGINNING at a 1/2" iron rod set with cap marked "WLSC RPLS 5331" in the east line of Hampton Line Road (called 60 foot right of way) for the northwest corner of said 6.037 acre tract and the southwest corner of the 1.508 acre tract of land conveyed to Norman Clark by Warranty Deed recorded in Volume 2003093, Page 2328 of the Deed Records of Dallas County, Texas (DRDCT);

THENCE N 89°19'17" E, along the north line of said 6.037 acre tract and along the south line of the following tracts: the 1.87 acre tract conveyed to Brithany Grissell Torres by Special Warranty Deed recorded in Instrument Number 201600074349, OPRDCT; Tracts II and I conveyed to Arturo Valdez by General Warranty Deed recorded in Volume 96131, Page 2445, DRDCT; the 4.9997 acre tract conveyed to Armando L. Martinez by General Warranty Deed recorded in Volume 96130, Page 7140, DRDCT; the 1.47 acre tract conveyed to Claudia Vdales by Warranty Deed recorded in Instrument Number 201700069478, OPRDCT; and Lot 1, Block A in Munoz Addition, an addition in the City of Glenn Heights, Texas, according to the Plat thereof recorded in Instrument Number 201800281205, OPRDCT, in all, a distance of 1079.32 feet to a 2" iron pipe found in the west line of Glenn Cove Estates, an addition in the City of Glenn Heights, Texas, according to the Plat thereof recorded in Volume 649, Page 2138 of the Map Records of Dallas County, Texas (MRDCT) for the northeast corner of said 6.037 acre tract and the southeast corner of Munoz Addition;

THENCE S 01°09'56" E, along the east line of said 6.037 acre tract and the west line of Glenn Cove Estates, a distance of 245.31 feet to a 1/2" iron rod found for the southeast corner of said 6.037 acre tract and the northeast corner of the 7.5 acre tract of land conveyed to Bear Creek Baptist Church of Glenn Heights by Warranty Deed recorded in Volume 200074, Page 3801, DRDCT;

THENCE S 89°26'59" W, along the south line of said 6.037 acre tract and the north line of said 7.5 acre tract, a distance of 1077.87 feet to a 1/2" iron rod found in the east line of Hampton Road for the southwest corner of said 6.037 acre tract and the northwest corner of said 7.5 acre tract;

THENCE N 01°30'48" W, along the west line of said 6.037 acre tract and the east line of Hampton Road, a distance of 242.91 feet to the PLACE OF BEGINNING and containing 6.044 acres of land.

OWNERS DEDICATION

STATE OF TEXAS
COUNTY OF DALLAS
CITY OF Glenn Heights

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

WHEREAS Harvest Family Life Ministries, does hereby adopt this plat, designating the herein above described property as FREEDOM CHURCH ADDITION on addition to the City of Glenn Heights, Dallas, County, Texas and does hereby dedicate, in fee simple, to the public use forever the streets and alleys shown thereon. The easements shown thereon are hereby reserved for the purpose indicated. The utility and fire lane easements shall be open to the public, fire and police units, garbage and rubbish collection agencies, and all public and private utilities for each particular use. The maintenance of paving on the utility and fire lane easements is the responsibility of the property owner. No buildings, fences, trees, shrubs, or other improvements or growths shall be constructed, reconstructed, or placed upon, over, or across the easements as shown. Said easements being hereby reserved for the mutual use and accommodation of all public utilities using or desiring to use same. All, and any public utility shall have the right to remove and keep removed all parts of any buildings, fences, trees, shrubs, or other improvements or growths which in any way may endanger or interfere with the construction, maintenance or efficiency of its respective system on the easements and all public utilities shall at all times have the full right of ingress and egress to and from and upon the said easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining and adding to or removing all or part of its respective systems without the necessity at any time of procuring the permission of anyone. (Any public utility shall have the right of ingress and egress to private property for the purpose of reading meters and any maintenance or service required or ordinarily performed by that utility.)

Water main and wastewater easements shall also include additional area of working space for construction and maintenance of the systems. Additional easement area is also conveyed for installation and maintenance of manholes, cleanouts, fire hydrants, water services and wastewater services from the main to the curb or pavement line, and description of such additional easements herein granted shall be determined by their location as installed.

THIS PLAT APPROVED SUBJECT TO ALL PLATTING ORDINANCES, RULES, REGULATIONS AND RESOLUTIONS OF THE CITY OF GLENN HEIGHTS, TEXAS.

WITNESS my hand, this the _____ day of _____, 2023.

BY: _____
Harvest Family Life Ministries
Alex Blake

STATE OF TEXAS
COUNTY OF DALLAS

BEFORE ME, the undersigned, a Notary Public in and for said County and State on this day appeared Alex Blake, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein expressed

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2023.

Notary Public in and for the State of Texas.
My Commission expires _____.

CITY APPROVAL

Planning Zoning
Approved by the Planning and Zoning Commission of the City of Glenn Heights, Texas, on the ____ day of _____, 2023.

Chairperson, Planning and Zoning Commission _____ Zoning Secretary _____

City Council
Approved by the City Council of the City of Glenn Heights, Texas, on the ____ day of _____, 2023.

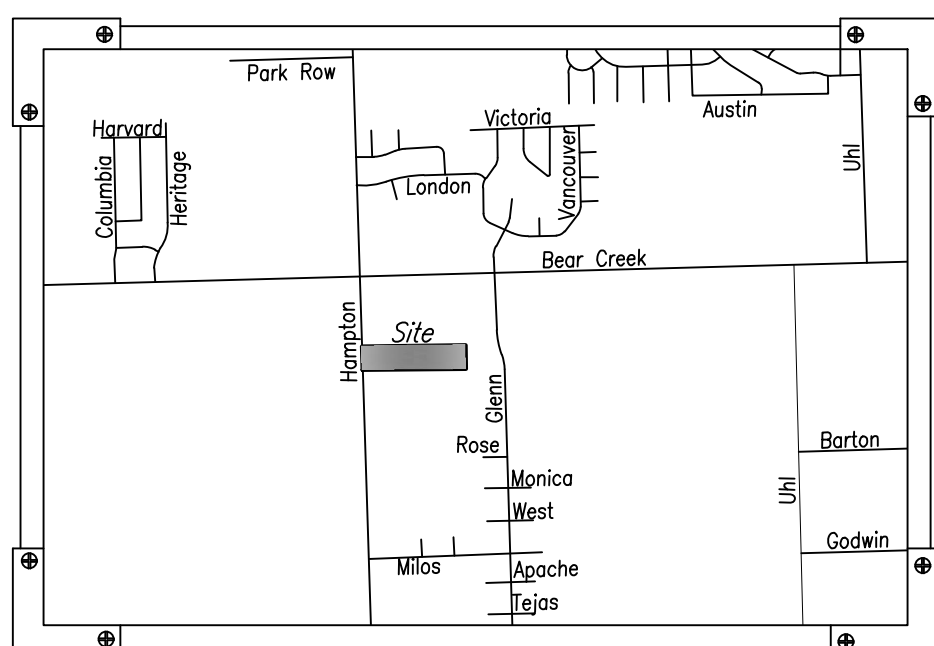
Mayor _____ City Secretary _____

Preliminary Plat
Lot 1, Block A
Freedom Church Addition
6.044 Acres
Samuel Clark Survey, Abstract No. 249
M.L. Swing Survey, Abstract No. 1455
City of Glenn Heights
Dallas County, Texas
Prepared: February, 2023

Owner/Developer: Harvest Family Life Ministries
1521 McFarland Drive
Waxahachie, Texas 75167
Contact: Alex Blake (214) 315-4184

Surveyor: Walker Land Surveying Company
P.O. Box 2911
Waxahachie, Texas 75168
Contact: Shawne Walker, RPLS (214) 317-0379

LEGEND	
+	Property Corner
IP	Iron Pipe
IR	Iron Rod
F/H	Fire Hydrant
POR	Place of Beginning
ROW	Right of Way
C/L	Centerline
B.L.	Building Line
U.E.	Utility Easement
S.S.E.	Sanitary Sewer Easement
D.E.	Drainage Easement
T.E.	Transformer Easement
---	Street Name Change



LOCATION MAP SCALE : 1" = 2000'

SURVEYORS CERTIFICATE

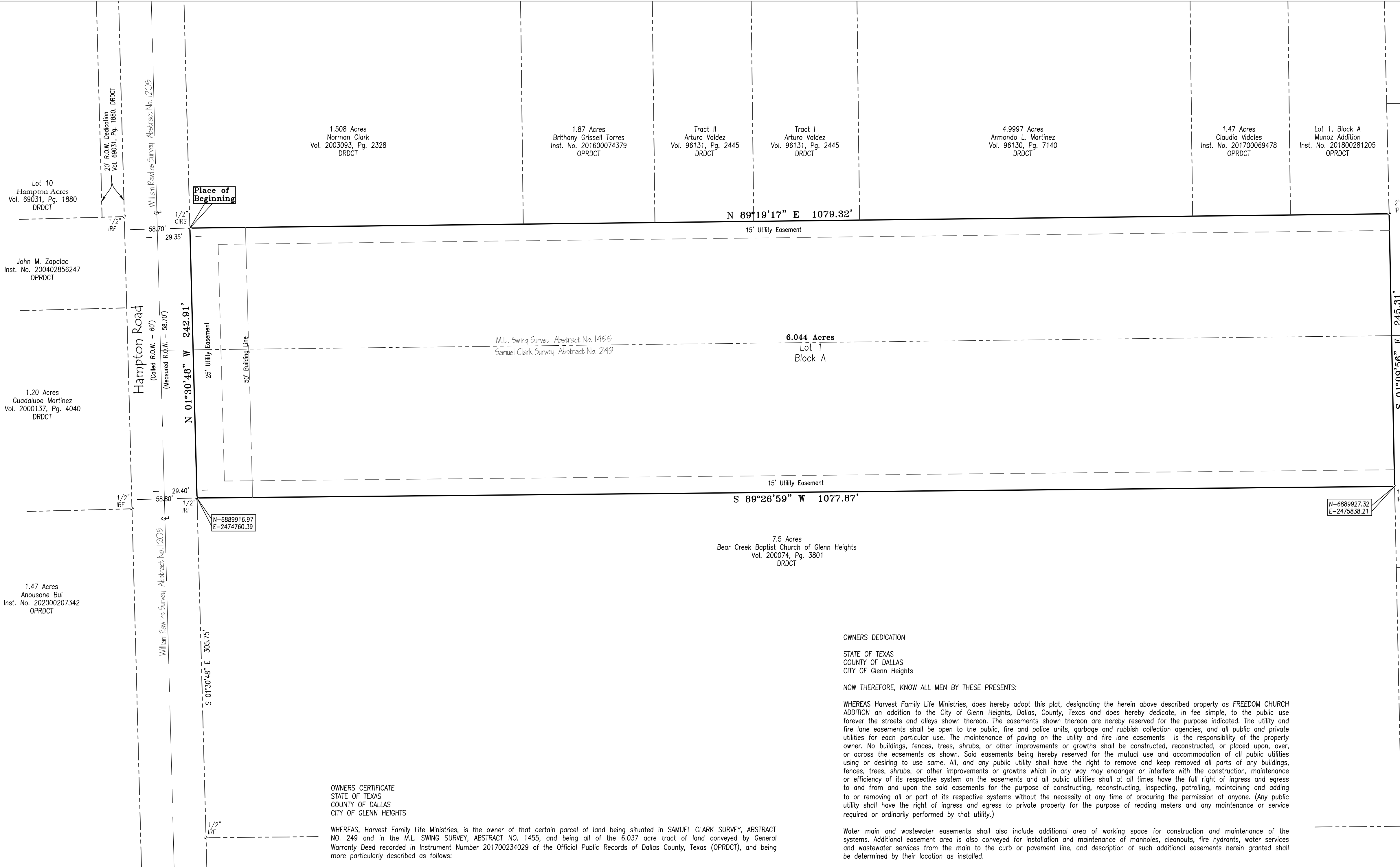
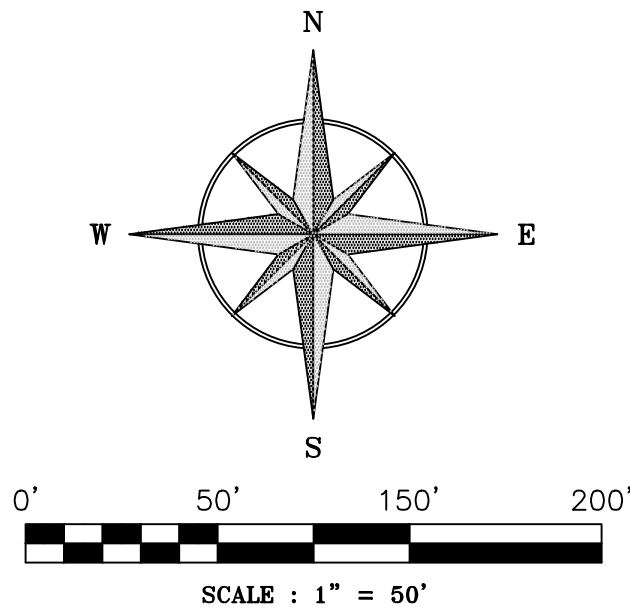
KNOW ALL MEN BY THESE PRESENTS:

That I, J. Shawne Walker, a Registered Professional Land Survey in the State of Texas, do hereby certify that I have prepared this plat from an actual on the ground survey of the land and the monuments shown hereon were found and/or placed under my personal supervision and in accordance with the Platting Rules and Regulations of the City of Glenn Heights, Texas.

FOR INSPECTION PURPOSES ONLY.
AND IN NO WAY OFFICIAL OR
APPROVED FOR RECORD PURPOSES.

J. Shawne Walker, R.P.L.S.
Texas Registration No. 5331

WLSC



- Notes:
- No portion of this property lies within a 100 year flood plain according to the Flood Insurance Rate Map for Dallas County. Map# 48113C0640 K, dated July 7, 2014.
 - Basis of Bearings: GPS Observation, Texas State Plane Coordinate, North Central Zone 4202.

OWNERS CERTIFICATE
STATE OF TEXAS
COUNTY OF DALLAS
CITY OF GLENN HEIGHTS

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SURVEYORS CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS:
That I, J. Shawne Walker, a Registered Professional Land Survey in the State of Texas, do hereby certify that I have prepared this plat from an actual on the ground survey of the land and the monuments shown hereon were found and/or placed under my personal supervision and in accordance with the Platting Rules and Regulations of the City of Glenn Heights, Texas.
FOR INSPECTION PURPOSES ONLY.
AND IN NO WAY OFFICIAL OR
APPROVED FOR RECORD PURPOSES.
J. Shawne Walker, R.P.L.S.
Texas Registration No. 5331

OWNERS DEDICATION

STATE OF TEXAS
COUNTY OF DALLAS
CITY OF Glenn Heights

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

WHEREAS Harvest Family Life Ministries, does hereby adopt this plat, designating the herein above described property as FREEDOM CHURCH ADDITION on addition to the City of Glenn Heights, Dallas, County, Texas and does hereby dedicate, in fee simple, to the public use forever the streets and alleys shown thereon. The easements shown thereon are hereby reserved for the purpose indicated. The utility and fire lane easements shall be open to the public, fire and police units, garbage and rubbish collection agencies, and all public and private utilities for each particular use. The maintenance of paving on the utility and fire lane easements is the responsibility of the property owner. No buildings, fences, trees, shrubs, or other improvements or growths shall be constructed, reconstructed, or placed upon, over, or across the easements as shown. Said easements being hereby reserved for the mutual use and accommodation of all public utilities using or desiring to use same. All, and any public utility shall have the right to remove and keep removed all parts of any buildings, fences, trees, shrubs, or other improvements or growths which in any way may endanger or interfere with the construction, maintenance or efficiency of its respective system on the easements and all public utilities shall at all times have the full right of ingress and egress to and from and upon the said easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining and adding to or removing all or part of its respective systems without the necessity at any time of procuring the permission of anyone. (Any public utility shall have the right of ingress and egress to private property for the purpose of reading meters and any maintenance or service required or ordinarily performed by that utility.)

Water main and wastewater easements shall also include additional area of working space for construction and maintenance of the systems. Additional easement area is also conveyed for installation and maintenance of manholes, cleanouts, fire hydrants, water services and wastewater services from the main to the curb or pavement line, and description of such additional easements herein granted shall be determined by their location as installed.

THIS PLAT APPROVED SUBJECT TO ALL PLATTING ORDINANCES, RULES, REGULATIONS AND RESOLUTIONS OF THE CITY OF GLENN HEIGHTS, TEXAS.

WITNESS my hand, this the _____ day of _____, 2023.

BY: _____
Harvest Family Life Ministries
Alex Blake

STATE OF TEXAS
COUNTY OF DALLAS

BEFORE ME, the undersigned, a Notary Public in and for said County and State on this day appeared Alex Blake, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein expressed

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2023.

Notary Public in and for the State of Texas.
My Commission expires _____.

CITY APPROVAL

Planning Zoning
Approved by the Planning and Zoning Commission of the City of Glenn Heights, Texas, on the _____ day of _____, 2023.

Chairperson, Planning and Zoning Commission Zoning Secretary

City Council
Approved by the City Council of the City of Glenn Heights, Texas, on the _____ day of _____, 2023.

Mayor City Secretary

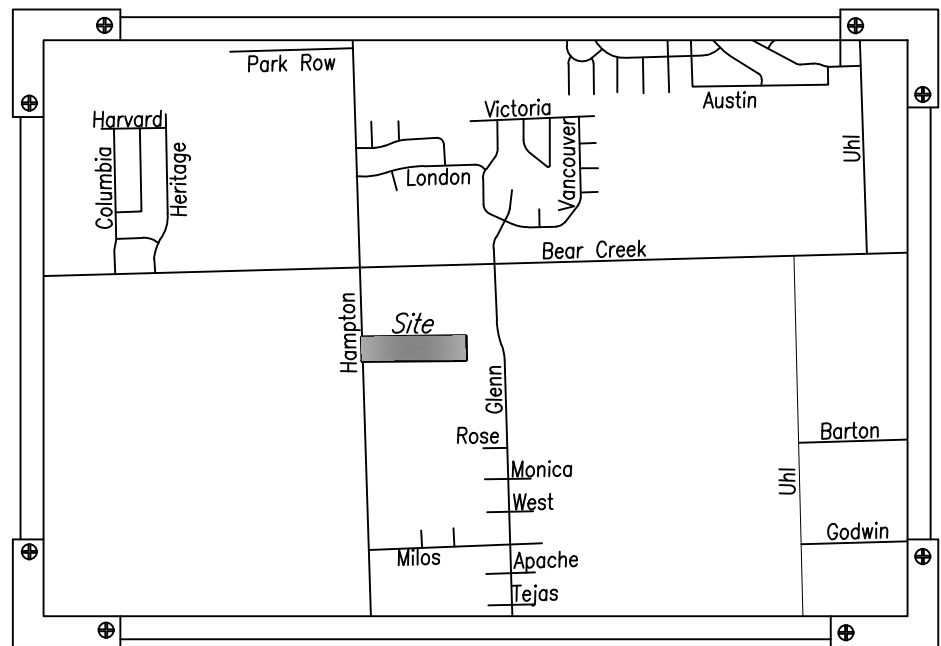
Final Plat
Lot 1, Block A
Freedom Church Addition
6.044 Acres
Samuel Clark Survey, Abstract No. 249
M.L. Swing Survey, Abstract No. 1455
City of Glenn Heights
Dallas County, Texas
Prepared: February, 2023

Owner/Developer: Harvest Family Life Ministries
1521 McFarland Drive
Waxahachie, Texas 75167
Contact: Alex Blake (214) 315-4184

Surveyor: Walker Land Surveying Company
P.O. Box 2911
Waxahachie, Texas 75168
Contact: Shawne Walker, RPLS (214) 317-0379

LEGEND	
+	= Property Corner
IP	= Iron Pipe
IR	= Iron Rod
F/H	= Fire Hydrant
POR	= Place of Beginning
ROW	= Right of Way
C/L	= Centerline
B.L.	= Building Line
U.E.	= Utility Easement
S.S.E.	= Sanitary Sewer Easement
D.E.	= Drainage Easement
T.E.	= Transformer Easement
---	= Street Name Change

Walker Land Surveying Company
P.O. Box 2911 Waxahachie, Texas 75168
TBPELS Firm No. 10112400



LOCATION MAP SCALE : 1" = 2000'



CITY OF GLENN HEIGHTS PLANNING & ZONING COMMISSION REPORT

Date: July 24, 2023

SUBJECT

Zoning Case: Discuss and take action on a request concerning a Site Plan for Holy House Of Prayer Church by Oscar Galan with Classic Design Group. The 2.651.1636- acre property is zoned Neighborhood Services "NS" in the Heritage Estates Block F. The property is located at the northwest corner of West Bear Creek and Heritage BLVD, Glenn Heights, Dallas County, Texas. The proposed use is Church.

DISCUSSION / BACKGROUND

The applicant proposes to develop a Church located at the corner of W Bear Creek and Heritage BLVD. The property address is 405 W Bear Creek RD. Surrounding land use is single-family residential. The proposed site plan includes access from Santa Heritage Blvd and one W Bear Creek Rd entrance.

A new 5,000-square-foot church building for "The Holy House of Prayer" will be constructed on 1.163 acres at the northwest corner of West Bear Creek Road and Heritage Blvd. The main entrance doors shall be facing West Bear Creek Road.

The site proposes a drive approach entrance on West Bear Creek Road and another on Heritage Blvd in addition to the required landscaping per city ordinance. Additional landscaping shall be installed at the front of the building at the side of the main entrance doors for curb appeal so that the site is entirely intact, with concrete sidewalks and a parking lot. All plantings shall conform to the city landscape ordinances. All landscaped areas shall have an automatic sprinkler system for proper irrigation plantings.

Grass installed in the developed area shall be per city landscape ordinance species. Required landscape buffers shall be installed at the frontages of both streets.

A 6' tall masonry constructed screening fence shall be installed along the north and west property line per city ordinance for residential adjacency.

Parking spaces shall be provided per the seats in the sanctuary, and we are proposing to provide 43 spaces for the 102 persons at service times and a monument sign located on the southeast corner of the lot next to the intersecting streets. The monument sign shall meet the requirements of the city sign ordinance.

The church shall be constructed with a contemporary modern exterior design and finishes to complement the neighborhood surrounding area. The exterior finishes shall include stone approximately high and, EIFS finishes, metal finished roof. The overall height of the building shall be approximately 20'-6". The color of finishes shall be of earth tone and light in colors.

A Cross shall be installed at the front face of the building instead of a church steeple and will be in size complementary to the building's vertical wall height. All windows and or glazing shall meet the requirements for "Low E" compliance with clear anodized storefront frames.

Screening for mechanical equipment shall be provided to match the finishes of the building, along with any trash enclosure required with metal gates and masonry constructed with finishes matching the building.

A fire hydrant will be installed per the City of Glenn Heights Fire Marshall along Heritage Blvd.

Zoning Ordinance

Neighborhood Services.

PRIOR COUNCIL OR BOARD ACTION

Not applicable.

PUBLIC CONTACT

Not applicable.

FINANCIAL IMPACT

Not applicable.

RECOMMENDATION / ALTERNATIVES

Staff recommends the APPROVAL of this site plan request with the condition that the elevations develop the property and proposed site plan, noting compliance with landscaping, screening, lighting, and parking lot design standards.

ATTACHMENTS

1. Recorded Plat
2. Site Survey
3. Proposed Site Plan
4. Proposed Elevations
5. Proposed Landscape Plans
6. Proposed Floor Plan

PREPARED BY

Parviz Pourazizian, Director of Planning and Development Services.

REVIEWED BY

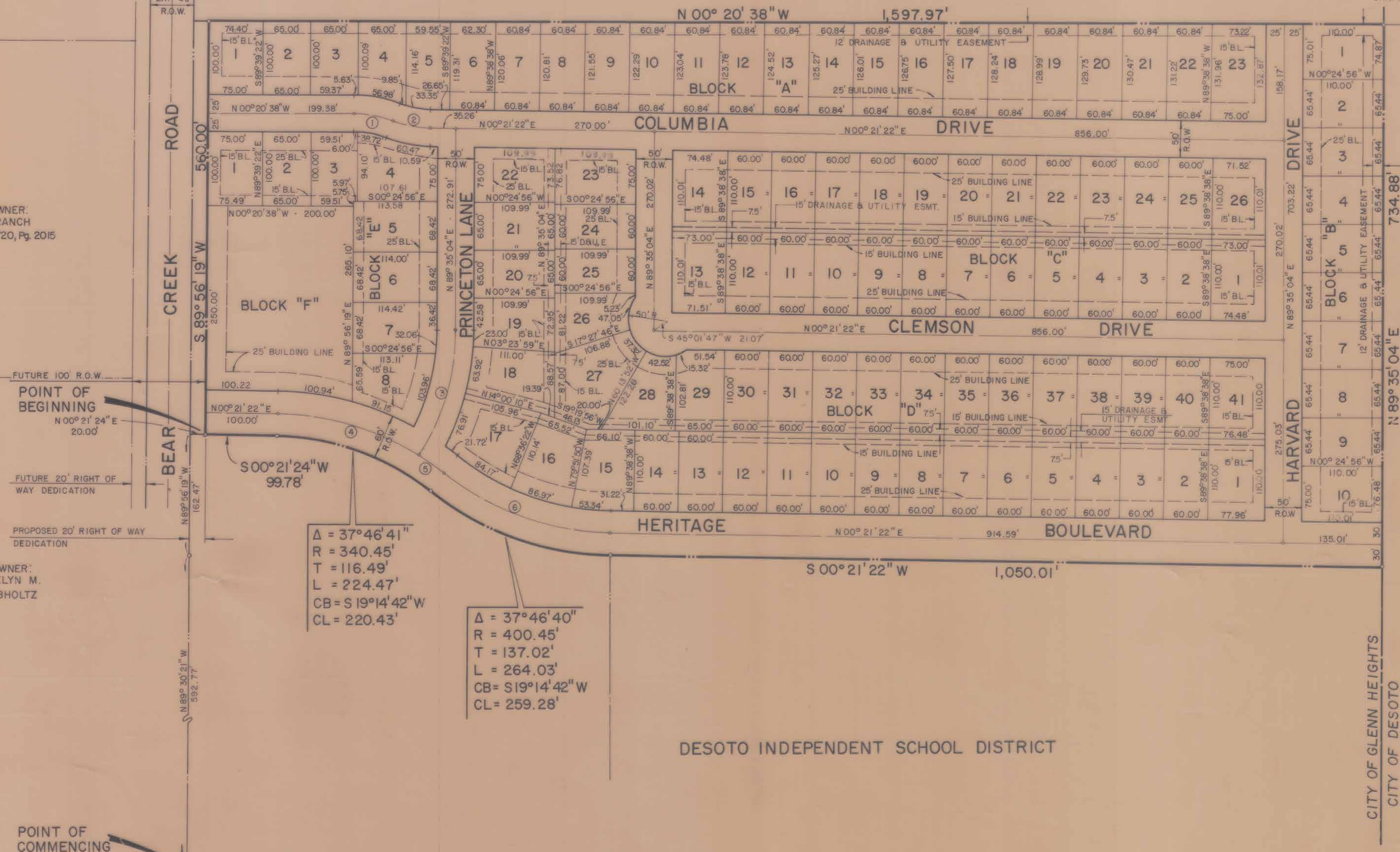
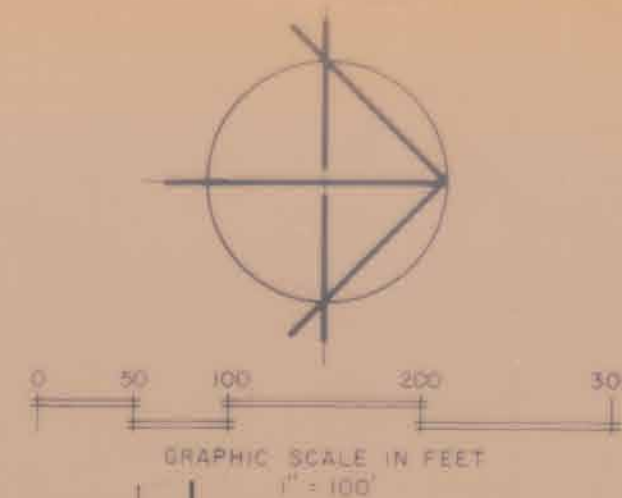
Brandi Brown, City Secretary

OWNER:
M. R. YOUNG

OWNER:
BRANCH
Vol. 7720, Pg. 2015

OWNER:
EVELYN M.
NABHOLTZ

OWNER:
YANG
Vol. 85099, Pg. 3377



$\Delta = 37^{\circ}46'41''$
 $R = 340.45'$
 $T = 116.49'$
 $L = 224.47'$
 $CB = S 19^{\circ}14'42'' W$
 $CL = 220.43'$

$\Delta = 37^{\circ}46'40''$
 $R = 400.45'$
 $T = 137.02'$
 $L = 264.03'$
 $CB = S 19^{\circ}14'42'' W$
 $CL = 259.28'$

DESOTO INDEPENDENT SCHOOL DISTRICT

CHING FENG TAN
Vol. 85014, Pg. 2544

FIELD NOTES

BEING a tract of land situated in the Elisha Chambers Survey, Abstract No. 240, and being a portion of that same tract of land conveyed to W. S. Carter and Eugene Glass as recorded in Volume 191, Page 0967, Deed Records, Dallas County, Texas, and being more particularly described as follows:

COMMENCING at a 60d nail in a fence post at the intersection of the common line of said Glass Tract and a called 4.9 acre tract conveyed to Lillian Rose Cox, dated May 13, 1954, Deed Records, Dallas County, Texas, and Bear Creek Road (a 60-foot ROW), said point being westerly 1,335.6 feet from the centerline of Hampton Road;

THENCE N 89°30'21" W, 592.77 feet with the north line of Bear Creek Road to a found 1-inch iron rod;
THENCE S 89°56'19" W, 162.47 feet with the north line of Bear Creek Road to a point;
THENCE N 00°21'24" E, 20.00 feet to an iron rod for corner, said iron rod being the Point of Beginning of the herein described tract, said iron rod being on the proposed 20-foot right-of-way dedication;
THENCE S 89°56'19" W, 560.00 feet with said proposed dedication to an iron rod for corner;
THENCE N 00°20'38" W, 1,597.97 feet to a found iron rod for corner;
THENCE N 89°35'04" E, 734.88 feet to an iron rod for corner;
THENCE S 00°21'22" W, 1,050.01 feet to an iron rod for corner, said iron rod being the beginning of a curve to the right, having a central angle of 37°46'40", a radius of 400.45 feet, a tangent length of 137.02 feet, and whose long chord has a bearing of S 19°14'42" W, and a distance of 259.28 feet;
THENCE along said curve an arc length of 264.03 feet to an iron rod for corner, said iron rod being the beginning of a reverse curve having a central angle of 37°46'41", a radius of 340.45 feet, a tangent length of 116.49 feet, and whose long chord has a bearing of S 19°14'42" W, and a distance of 220.43 feet;
THENCE along said curve an arc length of 224.47 feet to an iron rod for corner;
THENCE S 00°21'24" W, 99.78 feet to the POINT OF BEGINNING and containing 25.4978 acres (1,110,685 square feet) of land.

I, John L. Melton, Registered Public Surveyor, do hereby certify that the plat shown hereon accurately represents the property as determined by an on the ground survey made under my direction and supervision, and that all corners are as shown.

There are no encroachments, easements, conflicts, or protrusions apparent on the ground, except as shown.

John L. Melton
John L. Melton, Reg. No. 4268



STATE OF TEXAS:

BEFORE ME, the undersigned authority, a Notary Public in and for said State, on this day personally appeared John L. Melton known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the 29th day of September, 1987.

Carol E. Cameron
Carol E. Cameron
Notary Public in and for said State of Texas



NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

THAT, I, Barry Morgan, do hereby adopt this plat, designating the herein above described real property as Heritage Heights, an addition to the City of Glenn Heights, Dallas County, Texas, and do hereby dedicate the street and easements shown hereon to the public's use forever.

WITNESS MY HAND AT Dallas County, Texas this the _____ day of _____, 1987.

STATE OF TEXAS:

BEFORE ME, the undersigned authority, a Notary Public in and for said State, on this day personally appeared Barry Morgan known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the _____ day of _____, 1987.

APPROVED BY:

LEE HISE, CITY SECRETARY

CARLA DICKEY
P & Z CHAIRMAN

DATE APPROVED

FINAL PLAT
OF
HERITAGE HEIGHTS

BEING A
25.4978 ACRE TRACT OF LAND

SITUATED IN THE
ELISHA CHAMBERS SURVEY, ABST. NO. 240

IN THE
CITY OF GLENN HEIGHTS, DALLAS COUNTY, TEXAS

PREPARED FOR

HERITAGE HEIGHTS, INC.

3202 LARK LANE

IRVING TEXAS 75062

BY

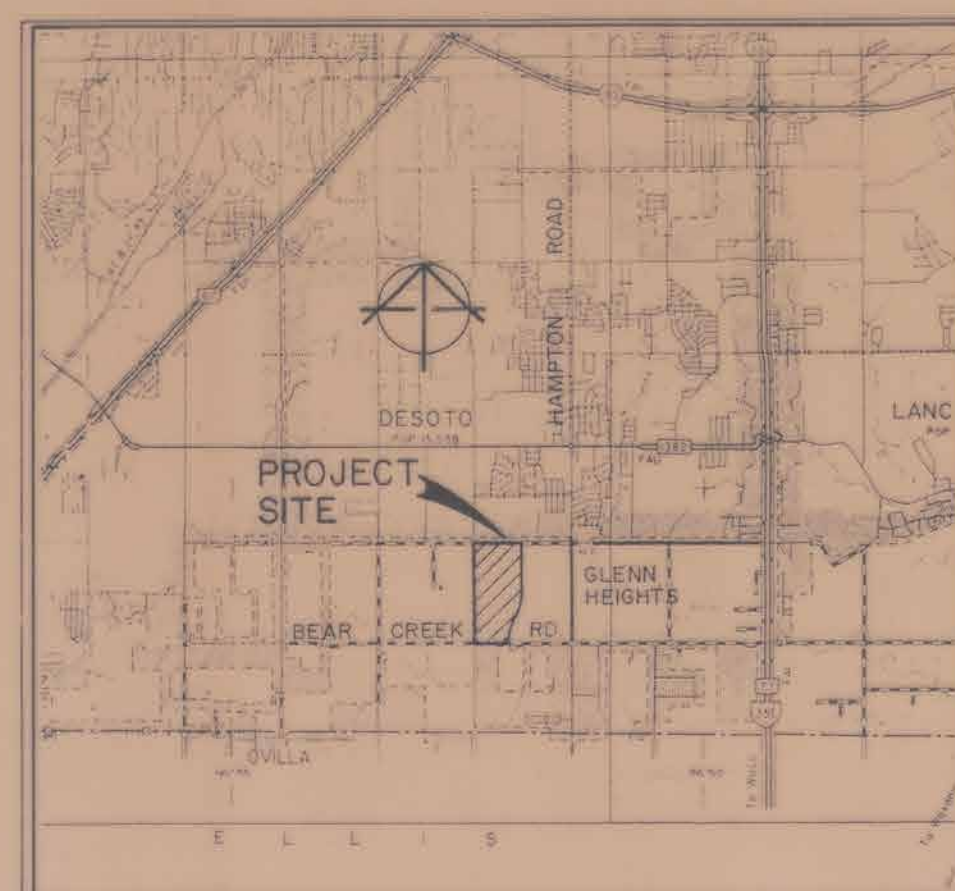
WASHINGTON & ASSOCIATES, INC.

ENGINEERS • PLANNERS

500 GRAPEVINE HWY. SUITE 375

HURST, TEXAS 76054

817/485-0707 METRO 498-3077



LOCATION MAP
N. T. S.

CURVE DATA		
1 $\Delta = 20^{\circ}29'57''$	2 $\Delta = 19^{\circ}47'57''$	3 $\Delta = 32^{\circ}02'28''$
$R = 150.00'$	$R = 150.00'$	$R = 320.41'$
$T = 27.12'$	$T = 26.18'$	$T = 92.00'$
$L = 53.67'$	$L = 51.83'$	$L = 179.18'$
$CL = 53.38'$	$CL = 51.58'$	$CL = 176.85'$
4 $\Delta = 31^{\circ}16'10''$	5 $\Delta = 06^{\circ}30'30''$	6 $\Delta = 37^{\circ}46'41''$
$R = 370.45'$	$R = 370.45'$	$R = 370.45'$
$T = 103.67'$	$T = 21.06'$	$T = 126.75'$
$L = 202.17'$	$L = 42.08'$	$L = 244.26'$
$CL = 199.67'$	$CL = 42.06'$	$CL = 239.85'$

Notary Public in and for said State of Texas

UNDERGROUND UTILITIES
WATER AND SANITARY SEWER LINES SHOWN HEREON ARE BASED ON SCHEMATIC UTILITY MAPS PROVIDED BY THE CITY OF GLENN HEIGHTS COMBINED WITH APPURTANCES OBSERVED BY SURVEYOR AT TIME OF SURVEY. THE CITY OF FOREST HILL HAS NO CONSTRUCTION PLANS FOR THIS AREA. SURVEYOR REQUESTED UTILITY MARKINGS BE PROVIDED BY DIG-TESS THROUGH ITS ONLINE SYSTEM, HOWEVER, NO UTILITIES HAD BEEN MARKED AT THE TIME OF SURVEY. SURVEYOR IS NOT RESPONSIBLE FOR THE COMPLETENESS OR ACCURACY OF SAID UTILITY MAPS AND/OR LACK OF UTILITY MARKINGS. INTERESTED PARTIES SHOULD CONTACT 1-800-DIG-TESS BEFORE DESIGNING OR CONSTRUCTION IMPROVEMENTS ON THIS SITE.

IRF DENOTES IRON ROD FOUND
IRS DENOTES IRON ROD SET
W/ORANGE PLASTIC CAP STAMPED
"R. W. COOMBS RPLS 5294"
C.M. DENOTES CONTROLLING MONUMENT

T.B.P.L.S. FIRM No. 10111800
CLS JOB No. 19-0126
GF No. NONE

* N O T E *
ALL SUBJECT PROPERTY BOUNDARY LINE BEARINGS AND DISTANCES ARE PLAT & ACTUAL UNLESS OTHERWISE NOTED HEREON.

* N O T E *
NO PORTION OF THIS PROPERTY LIES WITHIN A 100-YEAR FLOOD BOUNDARY LINE ACCORDING TO THE NATIONAL FLOOD INSURANCE PROGRAM'S FLOOD INSURANCE RATE MAP FOR DALLAS COUNTY, TEXAS, COMMUNITY PANEL No. 48113C0640 K, MAP EFFECTIVE JULY 7, 2014

* PROJECT BENCHMARK *
CITY OF DESOTO CONTROL MONUMENT 3R BEING A 3-1/4" ALUMINUM CAP STAMPED "CITY OF DESOTO EST. 2017 3R" SET IN CONCRETE ON THE SOUTH SIDE OF WEST BEAR CREEK ROAD AND EAST SIDE OF SOUTH HAMPTON ROAD NEAR THE WESTERLY NORTHWEST CORNER OF FAMILY DOLLAR PARKING LOT.
ELEV. = 680.34

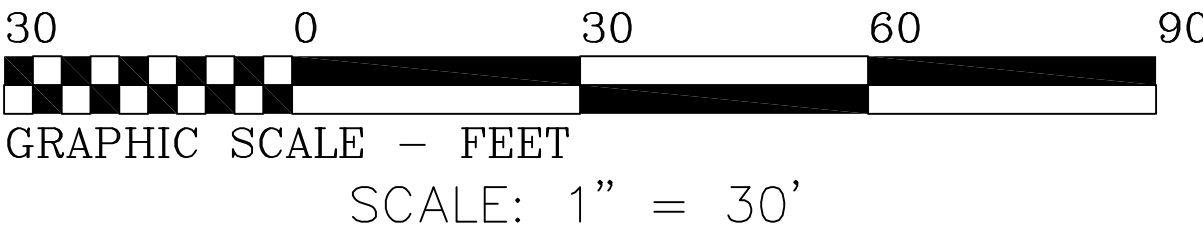
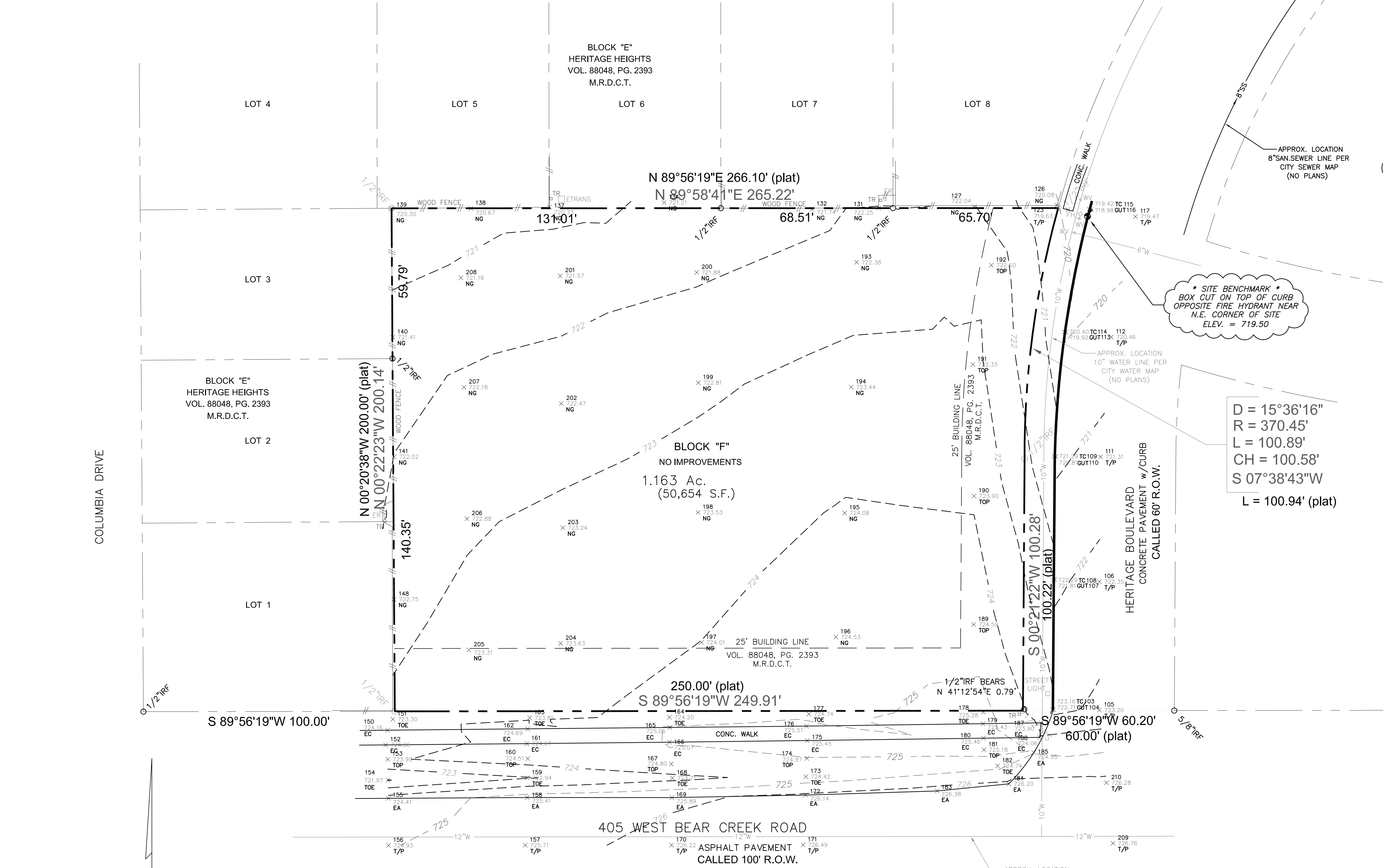
* SITE BENCHMARK *
BOX CUT ON TOP OF CURB OPPOSITE FIRE HYDRANT NEAR N.E. CORNER OF SITE
ELEV. = 719.50

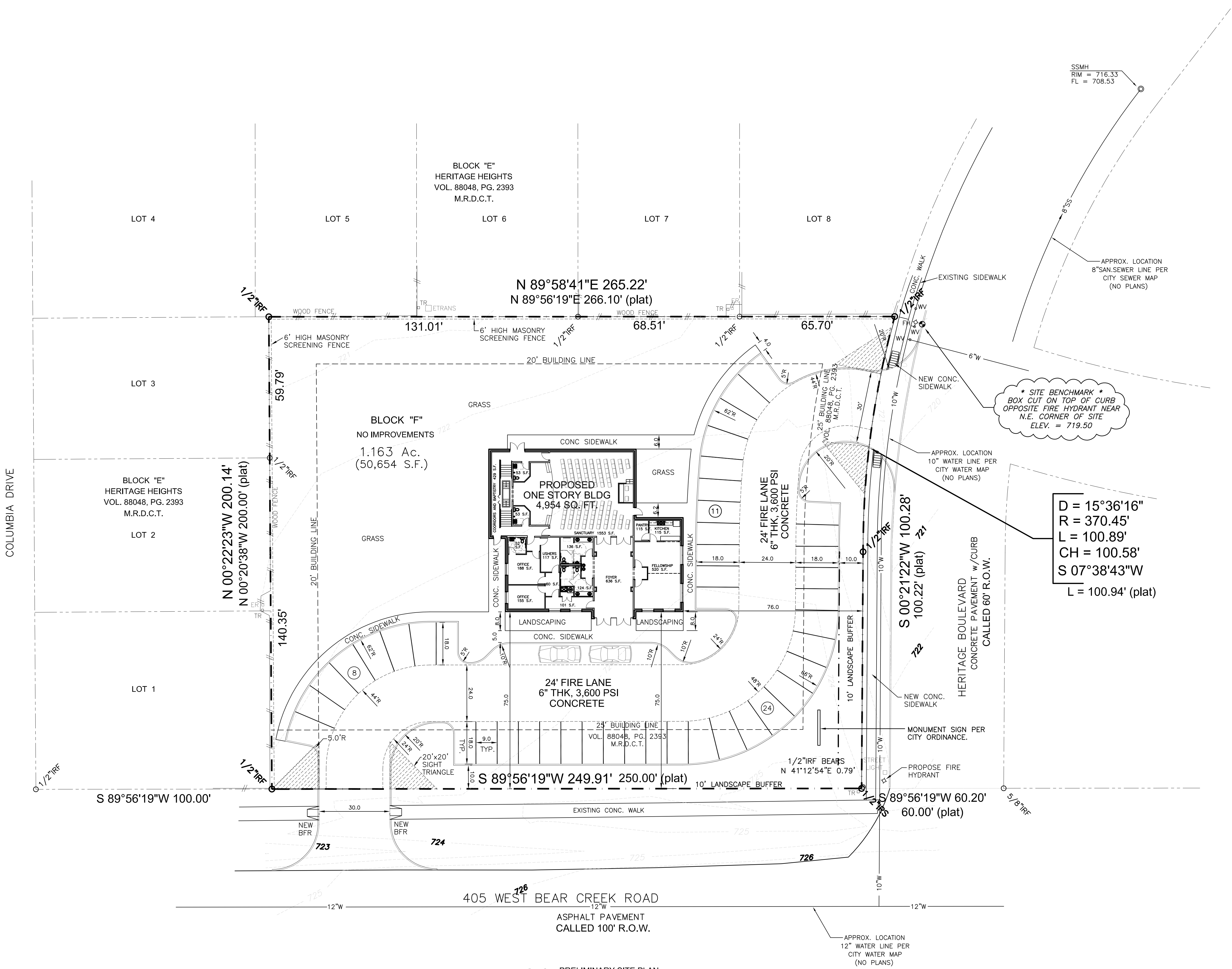
D = 15°36'16"
R = 370.45'
L = 100.89'
CH = 100.58'
S 07°38'43"W
L = 100.94' (plat)

SURVEYED ON THE GROUND
SEPTEMBER 4, 2019

RONALD W. COOMBS, R.P.L.S.
STATE OF TEXAS No. 5294

Boundary & Topographic Survey plat of
BLOCK "F"
HERITAGE ESTATES
an addition to the City of Glenn Heights,
Dallas County, Texas
according to the Plat recorded in
Volume 88048, Page 2393
Map Records, Dallas County, Texas.





* PROJECT BENCHMARK *
CITY OF DESOTO, CONTROL MONUMENT 3R
BEING A 3-1/4" ALUMINUM CAP STAMPED
"CITY OF DESOTO EST. 2017 3R" SET IN
CONCRETE ON THE SOUTH SIDE OF WEST
BEAR CREEK ROAD AND EAST SIDE OF
SOUTH HAMPTON ROAD NEAR THE WESTERLY
NORTHWEST CORNER OF FAMILY DOLLAR
PARKING LOT.
ELEV. = 680.34

SSMH
RIM = 716.33
FL = 708.53

APPROX. LOCATION
8" SAN. SEWER LINE PER
CITY SEWER MAP
(NO PLANS)

* SITE BENCHMARK *
BOX CUT ON TOP OF CURB
OPPOSITE FIRE HYDRANT NEAR
N.E. CORNER OF SITE
ELEV. = 719.50

APPROX. LOCATION
10" WATER LINE PER
CITY WATER MAP
(NO PLANS)

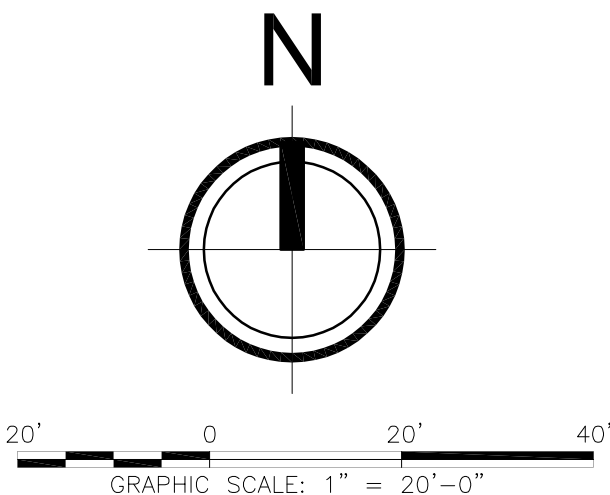
D = 15°36'16"
R = 370.45'
L = 100.89'
CH = 100.58'
S 07°38'43"W
L = 100.94' (plat)

BASIS OF BEARINGS: NORTH RIGHT-OF-WAY LINE OF
WEST BEAR CREEK ROAD AS SHOWN ON PLAT RECORDED
IN VOL. 88048, PG. 2393, M.R.D.C.T.

IRF DENOTES IRON ROD FOUND
IRS DENOTES IRON ROD SET
W/ORANGE PLASTIC CAP STAMPED
"R. W. COOMBS RPLS 5294"
C.M. DENOTES CONTROLLING MONUMENT

BLOCK "F"
HERITAGE ESTATES
an addition to the City of Glenn Heights,
Dallas County, Texas
according to the Plat recorded in
Volume 88048, Page 2393
Map Records, Dallas County, Texas.

01 PRELIMINARY SITE PLAN
SCALE: 1"=20'-0"



CLASSIC
DESIGN GROUP

4142 BRITON COURT
GRAND PRAIRIE, TEXAS
75052
PHONE: 817.999.7351
classic_design@sbcglobal.net

REVISION:	DATE	DESCRIPTION

THE HOLY HOUSE OF PRAYER
405 WEST BEAR CREEK ROAD
GLENN HEIGHTS, TEXAS 75154

Paul Deely
06/13/2022
REGISTERED ARCHITECT
PAUL M. DEELY
1889
STATE OF TEXAS

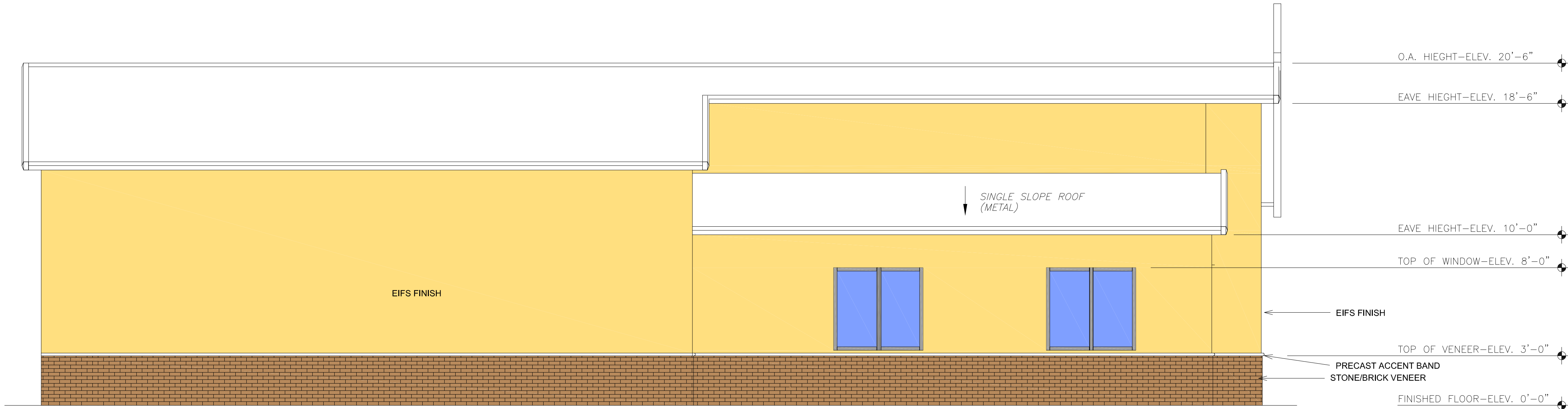
DEVELOPER

GENERAL CONTRACTOR

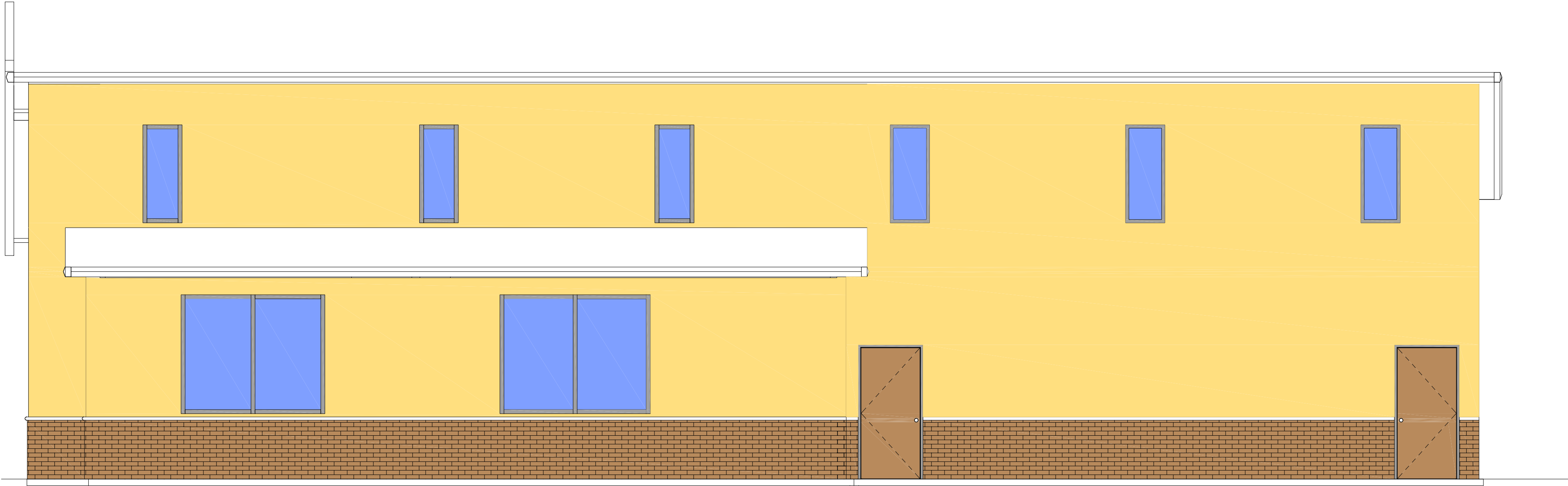
SHEET NAME
SITE PLAN

DRAWN BY: O' GALAN
CHECKED BY:
SCALE: AS NOTED
PROJECT NO.
ISSUE DATE 11 JUNE 23
REVISED DATE
SHEET

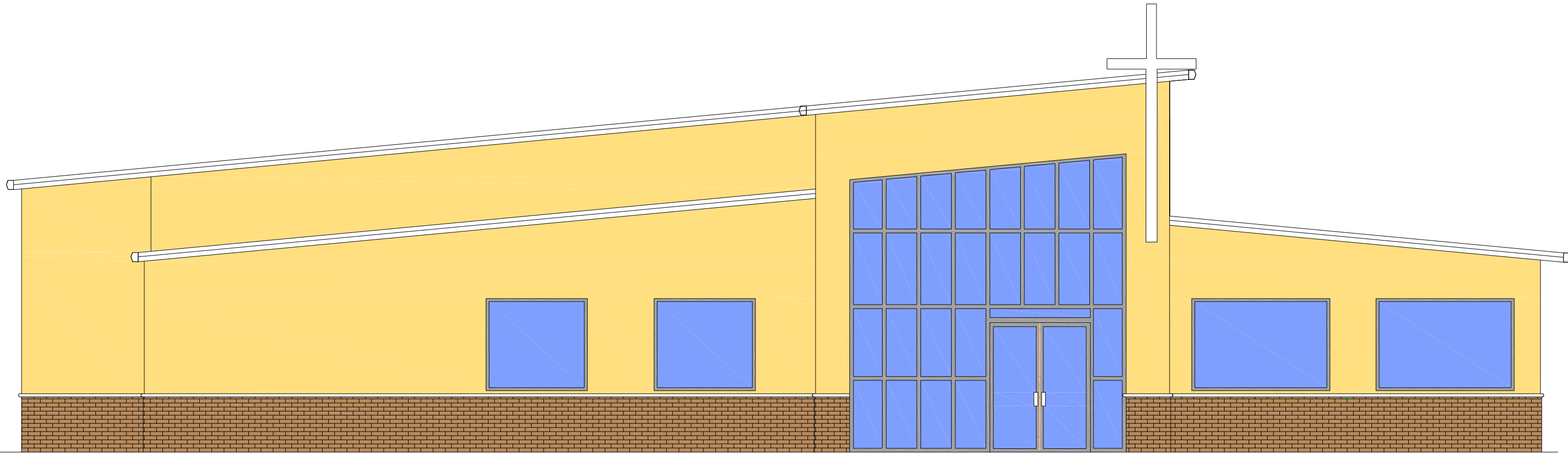
A1.0



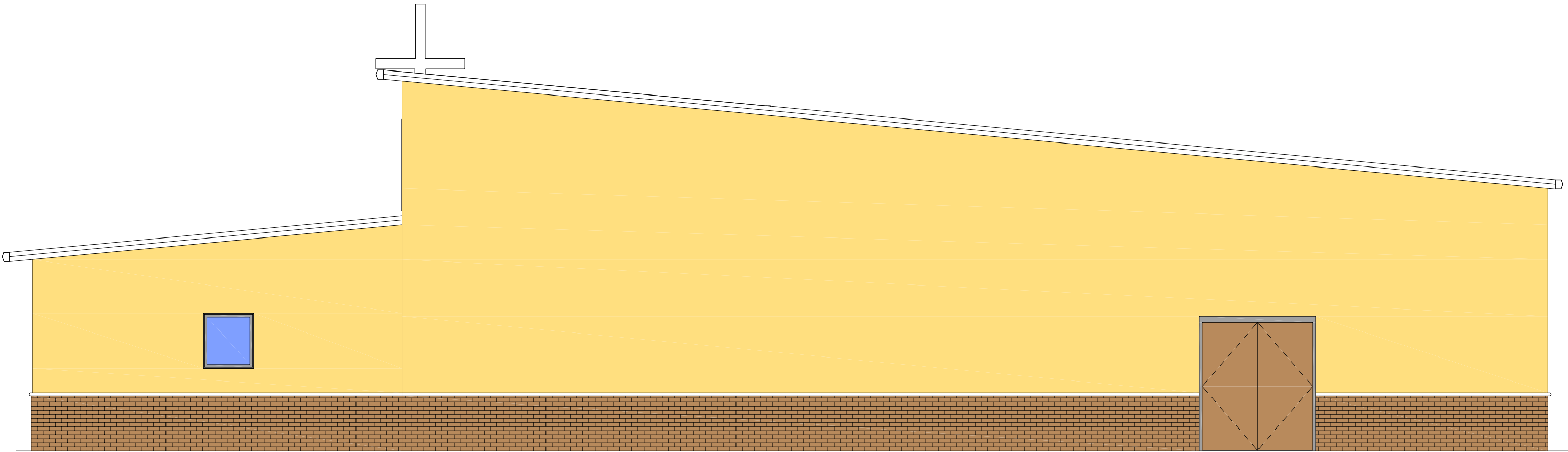
ELEVATION - LEFT SCALE: 1/4=1'-0" 01



ELEVATION - RIGHT SCALE: 1/4=1'-0" 02

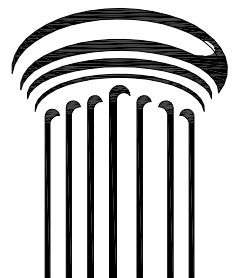


ELEVATION - FRONT SCALE: 3/16=1'-0" 04



ELEVATION - REAR SCALE: 3/16=1'-0" 03

CLASSIC
DESIGN GROUP



4142 BRITON COURT
GRAND PRAIRIE, TEXAS
75052

PHONE: 817.999.7351
classic_design@sbcglobal.net

REVISION	DATE	DESCRIPTION
LTR		

THE HOLY HOUSE OF PRAYER
405 WEST BEAR CREEK ROAD
GLENN HEIGHTS, TEXAS 75154



Paul Deely
06/13/2022
REGISTERED ARCHITECT
PAUL M. DEELY
1989
STATE OF TEXAS

DEVELOPER

GENERAL CONTRACTOR

SHEET NAME

EXTERIOR
ELEVATIONS

DRAWN BY O. GALAN

CHECKED BY

SCALE AS NOTED

PROJECT NO.

ISSUE DATE 13 JUNE 22

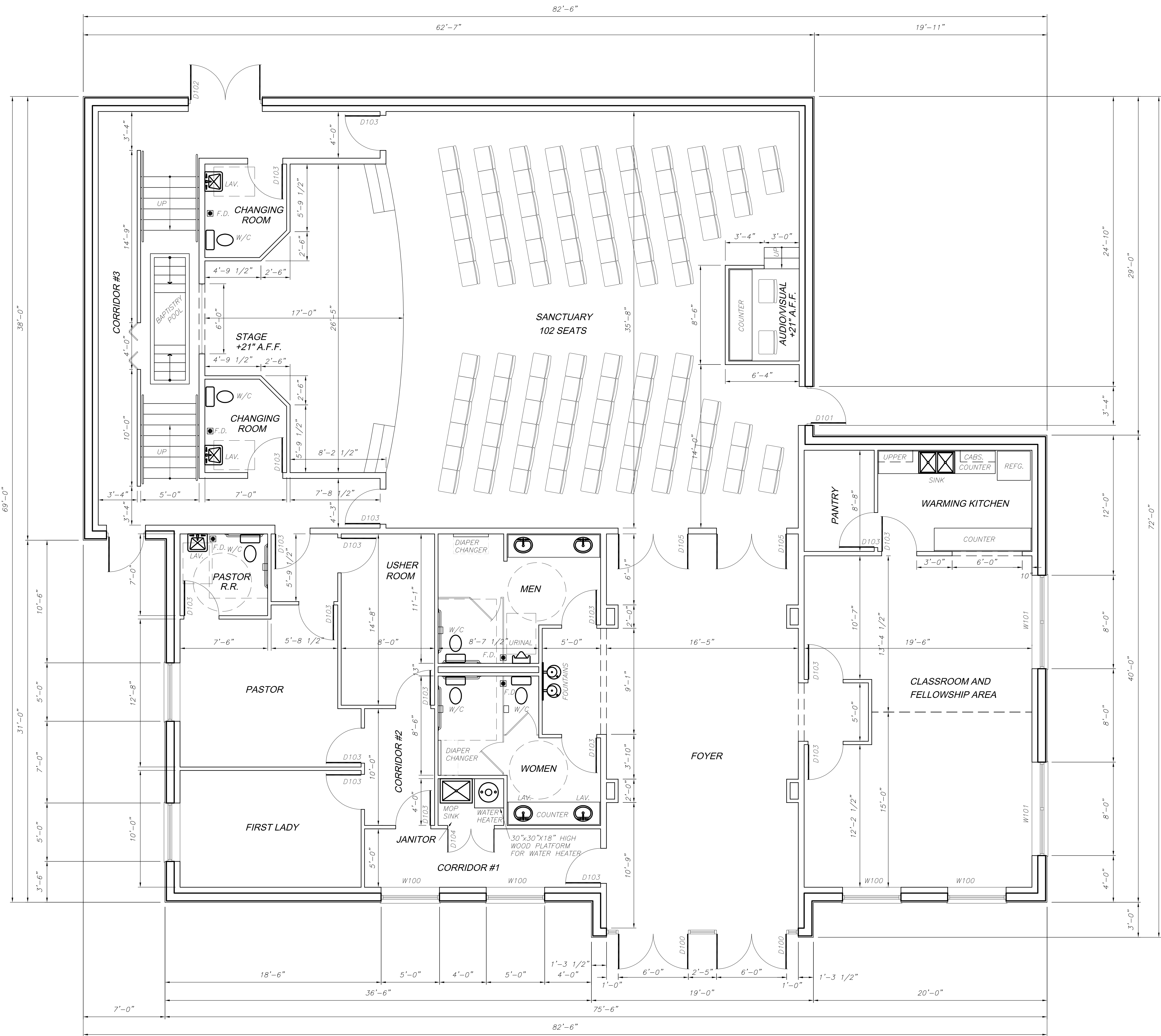
REVISED DATE

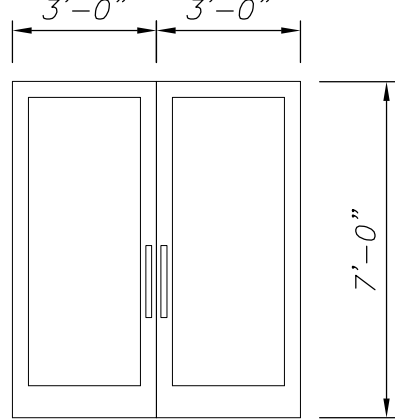
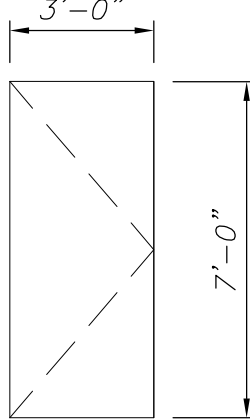
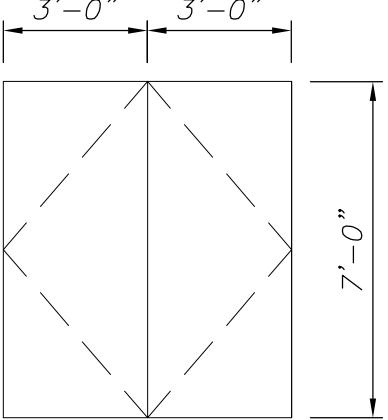
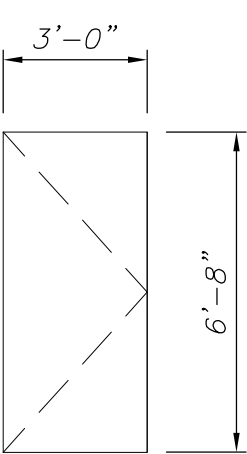
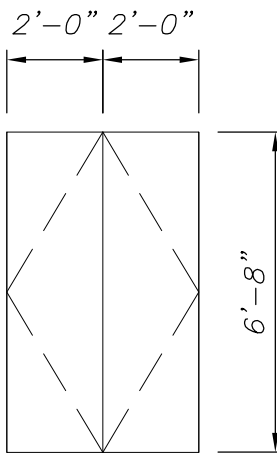
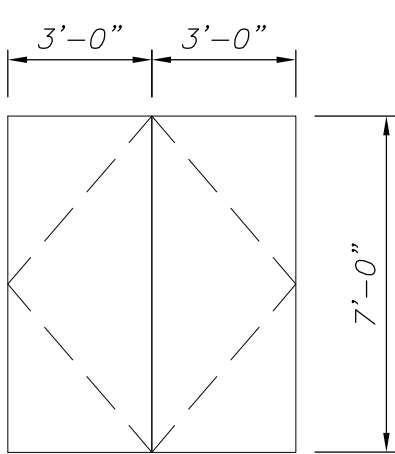
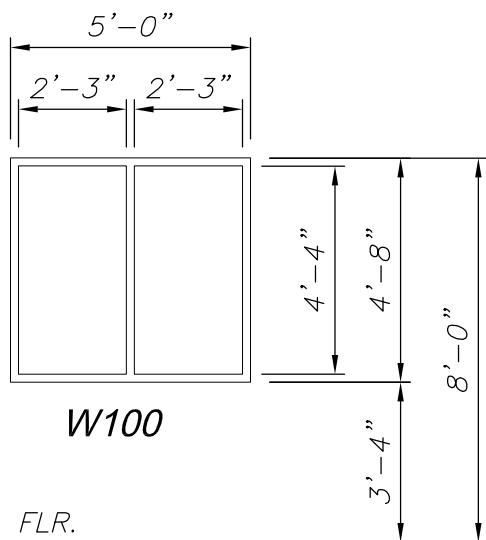
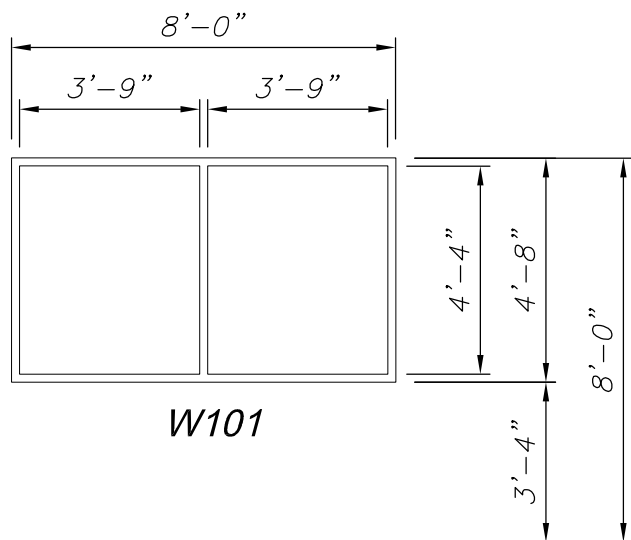
SHEET

A7.0

20' 0 20' 40'

GRAPHIC SCALE: 1" = 20'-0"



				
D100 (PAIR) STOREFRONT DOOR ASSEMBLY WITH CLEAR ANODIZED ALUMINUM FRAMES	D101 STEEL 1/3 HOUR FIRE RATED	D102 STEEL 1/3 HOUR FIRE RATED		
				
D103 SOLID CORE	D104 SOLID CORE	D105 SOLID CORE		
DOOR SCHEDULE			SCALE: NONE	02
				
W100	W101			
FIN. FLR.				
STOREFRONT WINDOW ASSEMBLY WITH CLEAR ANODIZED ALUMINUM FRAMES				
STOREFRONT WINDOW ASSEMBLY WITH CLEAR ANODIZED ALUMINUM FRAMES				

INTERIOR PARTITION FRAMING LEGEND		
PARTITION NOTES: 1. MOISTURE RESISTANT GYPSUM BOARD AT ALL TOILET/SINK AREAS 2. OMIT GYP BOARD WHEN CONSTRUCTION IS ADJACENT TO EXISTING WALL. 3. MOISTURE RESISTANT GYPSUM BOARD AT ALL TOILET/SINK AREAS		
INTERIOR PARTITION LEGEND SCALE: NONE 04		
EXTERIOR WALL FRAMING LEGEND		
EXTERIOR WALL LEGEND SCALE: NONE 05		

EXTERIOR WALL LEGEND		SCALE: NONE	05
CLASSIFICATION USE: A3 ASSEMBLY			
FIXTURE REQUIREMENTS		FIXTURE REQUIRED	FIXTURE PROVIDED
WOMENS RESTROOM: LAVATORY: 1 PER 200 WATER CLOSET: 1 PER 75		WOMENS RESTROOM: LAVATORY: 1 WATER CLOSET: 1	WOMENS RESTROOM: LAVATORY: 4 WATER CLOSETS: 4
MENS RESTROOM: LAVATORY: 1 PER 200 WATER CLOSET: 1 PER 150		MENS RESTROOM: LAVATORY: 1 WATER CLOSET: 1	MENS RESTROOM: LAVS: 4 WATER CLOSETS: 3 URINALS: 1
DRINKING FOUNTAINS: 1 PER 1,000			
JANITOR SERVICE SINK		JANITOR SERVICE SINK	
PLUMBING FIXTURE REQUIREMENTS		SCALE: NONE	05

OCCUPANCY CLASSIFICATION: GROUP "A3" ASSEMBLY

OCCUPANCY LOAD: UNCONCENTRATED

15 SQ. FT. NET PER PERSON

SANCTUARY: 1175 SQ. FT.=78.4 (79)

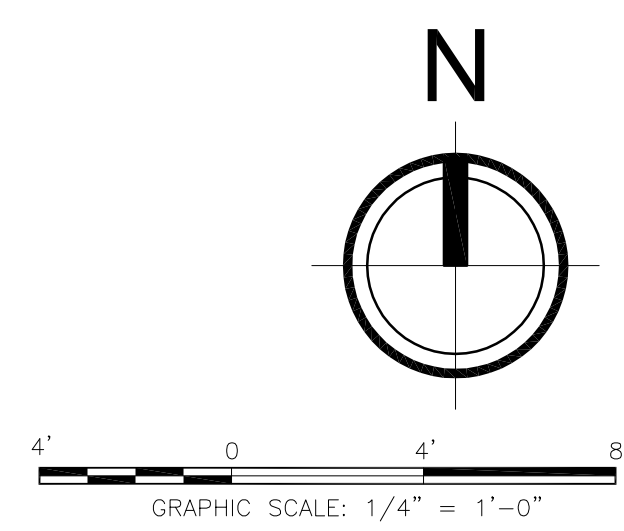
STAGE AREA: 321 SQ. FT.=21.4 (22)

TOTAL (ACTUAL) 99.8 (101)

CONSTRUCTION TYPE: V-B

BUILDING AREA:
TOTAL FLOOR AREA: 4,954 SQUARE FEET

FIRE ALARM & DETECTION SYSTEM:
907.2.1 GROUP "A"
A MANUAL FIRE ALARM SYSTEM SHALL BE
INSTALLED IN GROUP "A" OCCUPANCIES
HAVING AN OCCUPANT LOAD OF 300 OR MORE.



CLASSIC
DESIGN GROUP

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GRAND PRAIRIE, TEXAS
75052
PHONE: 817.999.7351
classic_design@sbcglobal.net

REVISION:
LTR

DATE

DESCRIPTION

THE HOLY HOUSE OF PRAYER
405 WEST BEAR CREEK ROAD
GLENN HEIGHTS, TEXAS 75154

PAUL M. DEELY
1898
REGISTERED ARCHITECT
STATE OF TEXAS

DEVELOPER

GENERAL CONTRACTOR

SHEET NAME
FLOOR PLAN

DRAWN BY O. GALAN
CHECKED BY
SCALE 1/4"=1'-0"
PROJECT NO.
ISSUE DATE 13 JUNE 22
REVISED DATE
SHEET

A4.0

