



**NOTICE AND AGENDA
CITY OF GLENN HEIGHTS
PLANNING AND ZONING COMMISSION
MONDAY, SEPTEMBER 11, 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, September 11, 2023, 06:30 P.M., in the City Hall, City Council Chambers, located at 1938 South Hampton Road, Building C, 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 August 28, 2023.

AGENDA

1. **Zoning Case:** #23-007-SUP Public hearing to discuss and take action on a request concerning a specific Use Permit to construct a residential carport. The .24-acre property is zoned Single Family-4 (SF-4). The property is located at 303 Mesa Ct, Glenn Heights, Dallas County, Texas. The proposed location is at their driveway.
2. **Zoning case:** Public hearing to discuss and take action on a request concerning a Site Plan for O'Reilly Auto Parts by Craig A. Schneider with Esterly, Scheider & Associates. The 1.317-acre (Portion of the 9.606 Acres) property is zoned Retail "R" and is situated in the J.P. Woolsey Survey Abstract #1135. The property is located at the Southeast corner of Ovilla Rd and Santa Rosa Dr, Glenn Heights, Ellis County, Texas. The proposed use is Auto Part Store.
3. 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 South Hampton Road, Building C, Glenn Heights, Texas by 6:00 P.M. on Friday, September 8, 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**

AUGUST 28, 2023

STATE OF TEXAS *

COUNTIES OF DALLAS AND ELLIS *

CITY OF GLENN HEIGHTS *

On the 28TH day of August 2023, the Planning and Zoning Commission of the City of Glenn Heights, Texas, met in a Regular Called Planning and Zoning Meeting in the City Hall, City Council Chambers, located at 1938 South Hampton Road, Building C, Glenn Heights, Texas, 75154, with the following members present:

CITY COUNCIL:

Dr. Kelvin Stroy, Sr.	*	Co-Chair, Place 6
Arnold Lenoris Davis, Jr.	*	P&Z Member, Place 3
Stevelyn Miller	*	P&Z Member, Place 4
Francisco Alvarez	*	P&Z Member, Place 5

STAFF:

Kathi Morgan	*	IT Administrator
Parviz Pourazizian	*	Director of Planning & Development Services

CONSULTANT:

Not applicable.

CALL TO ORDER

Co-Chair Dr. Kelvin Stroy, Sr. called the Planning and Zoning Commission Meeting to order at 6:57 P.M., with a quorum of the commission present.

INVOCATION / PLEDGE OF ALLEGIANCE

Commissioner Arnold Lenoris Davis, Jr., delivered the Invocation and led the assembly in the Pledge Of Allegiance.

PUBLIC COMMENT

- Belema Ipaye, address on file: Ms. Ipaye requested a clarification and additional /information on Agenda Item 1.

CONSENT AGENDA

1. Discuss and take action to approve the meeting minutes of June 26, 2023.
2. Discuss and take action to approve the meeting minutes of July 24, 2023.



CITY OF GLENN HEIGHTS PLANNING & ZONING COMMISSION REPORT

Date: September 11, 2023

SUBJECT

Zoning Case: Public hearing to discuss and take action on a request concerning a Specific Use Permit to construct a residential carport. The .24-acre property is zoned Single Family-4 (SF-4). The property is located at 303 Mesa Ct, Glenn Heights, Dallas County, Texas. The proposed location is at their driveway.

DISCUSSION / BACKGROUND

The applicant proposes to build a residential carport on the South-frontal facing side of 303 Mesa Court, Glenn Heights, Dallas County, Texas. The owner is proposing this addition be located at their driveway. The existing home has the zoning of Single Family-4 (SF-4).

Zoning Ordinance

Single Family-4 (SF-4).

PRIOR COUNCIL OR BOARD ACTION

Not applicable.

PUBLIC CONTACT

Letters to the neighbors within a 200' radius sent, and Newspaper publications were also posted.

FINANCIAL IMPACT

Not applicable.

RECOMMENDATION / ALTERNATIVES

Staff recommends the APPROVAL of this specific use permit request with the condition that the ultimate carport design shall meet the zoning requirements, including a structure open on a minimum of three sides designed or used to shelter not more than three (3) vehicles and not to exceed twenty-four feet (24') on its longest dimension (Section XII [Article 15.04, division 1 of the Code of Ordinances])

ATTACHMENTS

1. Site Survey
2. Site Permit Sign

PREPARED BY

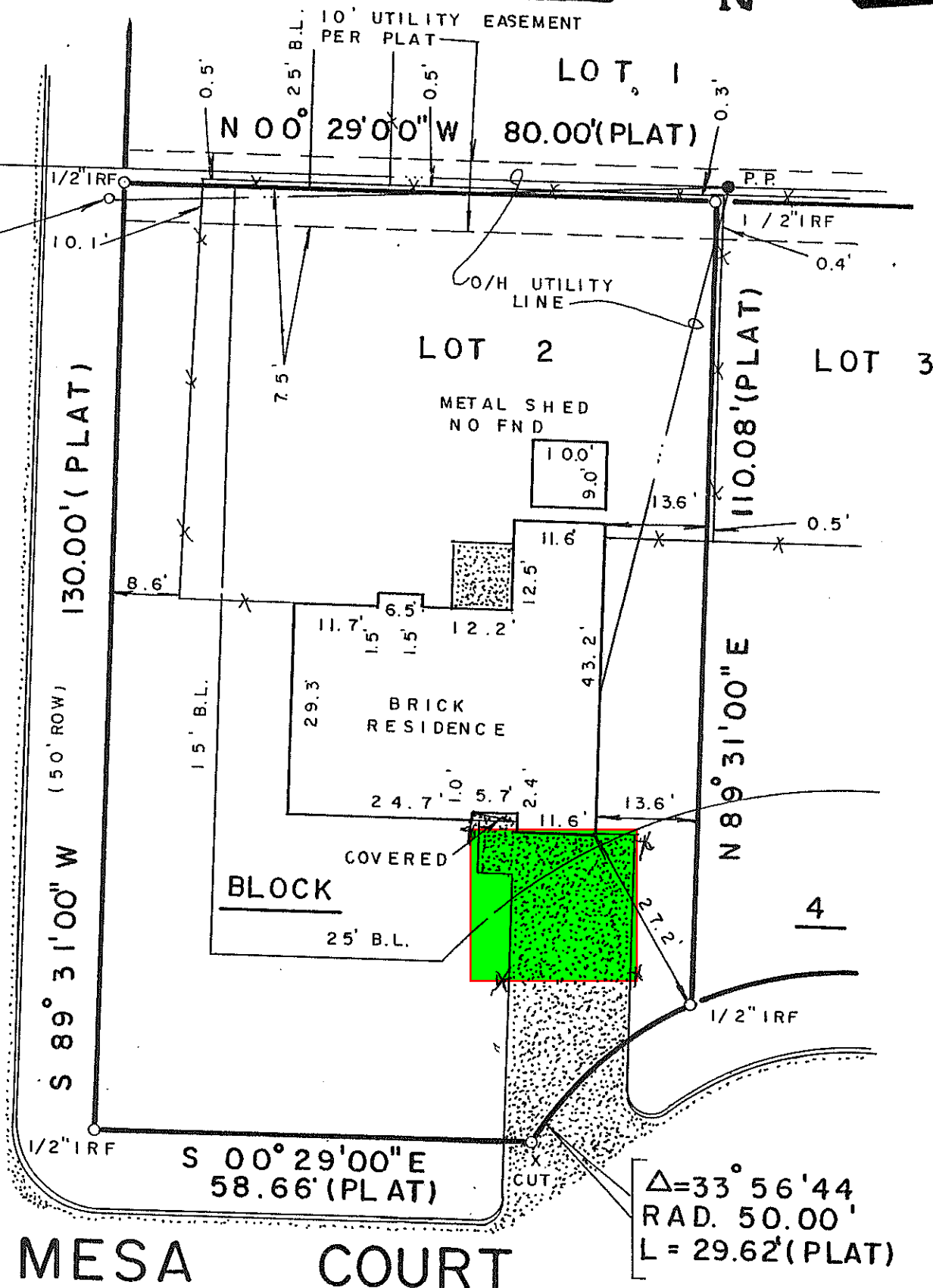
Parviz Pourazizian, Director of Planning and Development Services.

REVIEWED BY

Brandi Brown, City Secretary

ACCORDING TO THE COMMUNITY - PANEL NO 481265-0005A OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INS. RATE MAP OR FLOOD HAZARD BOUNDARY MAP DATED JULY 16, 1980 THE PROPERTY SHOWN HEREON IS NOT LOCATED IN ZONE "A" (AREA OF 100 YEAR FLOOD PLAN). THE PROPERTY IS LOCATED IN ZONE "C".

MESA DRIVE



To Fidelity National

Title Company in connection with the transaction described in

GF No. 107267-D-79 The plat shown hereon is a correct and accurate representation of the property, lines and dimensions are as indicated, location and type of buildings are as shown; and EXCEPT AS SHOWN, all improvements are located within the boundaries the distances indicated, and EXCEPT AS SHOWN there are no visible and apparent easements, encroachments or protrusions on the ground.

SCALE 1" = 20'



Scott Phillip Anderson

PROPOSED **SPECIFIC
USE
PERMIT**

Special use permit

ZONE

#23-007-SUP

CONTACT CITY OF GLENN HEIGHTS

www.glennheightstx.gov

972-223-1690 #452



CITY OF GLENN HEIGHTS PLANNING & ZONING COMMISSION REPORT

Date: September 11, 2023

DISCUSSION / BACKGROUND

The applicant proposes to develop a retail shop located at the Southeast corner of Ovilla Rd and Santa Rosa Dr. Surrounding land use is single-family residential. The proposed site plan includes two access points from Santa Rosa Dr.

A new 7,225-square foot auto retail building for "O'Reilly Auto Parts" will be constructed on 1.317 acres at the Southeast corner of Ovilla Rd and Santa Rosa Dr. The main entrance doors shall be facing South toward Ovilla Rd.

The site proposes two drive approach entrances on Santa Rosa Dr. In addition, the required landscaping shall be developed per city ordinance. Landscaping shall be installed at the front of the building and at the East 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 and planting. 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.

Parking spaces shall be provided per square foot, and we are proposing approximately 40 spaces located South and East perimeter of the lot adjacent to the frontal streets Ovilla Rd and Santa Rosa Dr.

Zoning Ordinance

Retail "R".

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 and City of Glenn Heights Zoning Ordinances.

ATTACHMENTS

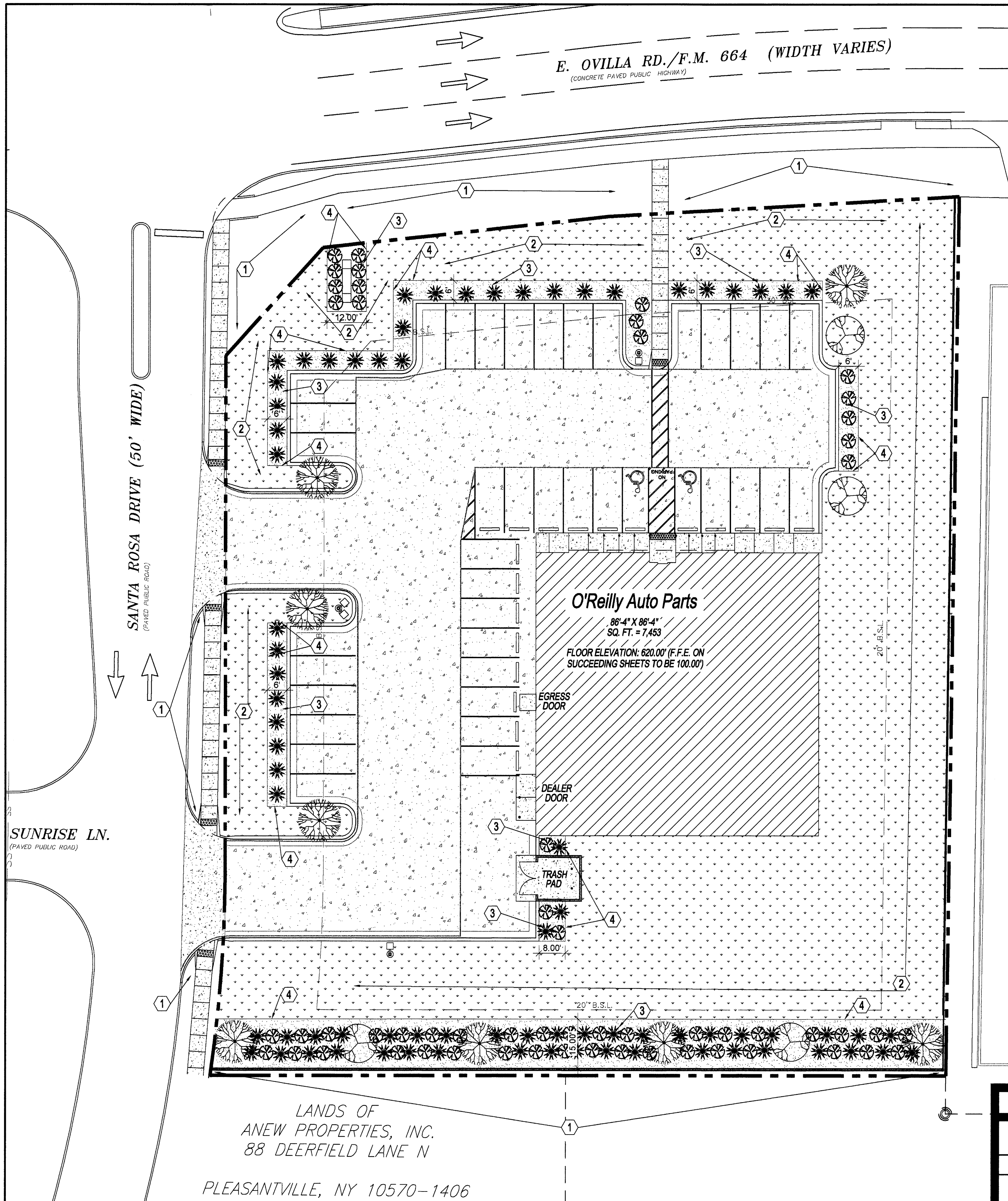
1. Site Survey
2. Topographic Survey
3. Site Plan
4. Landscape plan
5. Elevations

PREPARED BY

Parviz Pourazizian, Director of Planning and Development Services.

REVIEWED BY

Brandi Brown, City Secretary



1 SITE DEVELOPMENT PLAN
C2.1 SCALE: 1" = 20'-0"

PLANTING SCHEDULE					
REFER TO PROJECT MANUAL FOR ADDITIONAL REQUIREMENTS. ALL PLANTINGS MAY BE SUBSTITUTED DUE TO REGION OR LOCAL REQUIREMENTS IF NECESSARY.					
MARK	COMMON NAME	BOTANICAL NAME	SIZE	DETAIL	NOTES
	TEXAS ASH	FRAXINUS TEXENSIS	3" CALIPER MIN.	5/L1.2	WELL BRANCHED, FULL HEAD, 10' HEIGHT MIN., B & B
	CEDAR ELM	ULMUS CRASSIFOLIA	3" CALIPER MIN.	5/L1.2	WELL BRANCHED, FULL HEAD, 10' HEIGHT MIN., B & B
	DAMIANITA	COMPOSITAE CHRYSACTINIA MEXICANA	2' TALL, 5 GAL.	4/L1.2	FULL PLANT
	RED YUCCA	ESPERALOE PARVIFLORA	2' TALL, 5 GAL.	4/L1.2	FULL PLANT

- ### GENERAL NOTES
- (A) REFER TO PROJECT MANUAL FOR ADDITIONAL REQUIREMENTS.
 - (B) SITE CONDITIONS BASED UPON SURVEY PROVIDED BY OWNER. CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS BY DETAILED INSPECTION PRIOR TO SUBMITTING BID AND BEGINNING CONSTRUCTION. NOTIFY ARCHITECT IF EXISTING CONDITIONS DEVIATE SUBSTANTIALLY FROM THOSE INDICATED HEREIN.
 - (C) REFER TO CIVIL DRAWINGS FOR ADDITIONAL REQUIREMENTS. COORDINATE WORK WITH OTHER SITE RELATED DEVELOPMENT DRAWINGS.
 - (D) ALL PLANTING TYPES SHALL COMPLY WITH LOCAL GOVERNING CODES AND REGULATIONS. CONFORM TO REQUIREMENTS OF PLANT LIST AND TO THE AMERICAN ASSOCIATION OF NURSERYMEN "AMERICAN STANDARD OF NURSERY STOCK" AND "HORTICULTURAL STANDARDS" AS TO SPECIES, AGE, SIZE, AND PLANTING RECOMMENDATIONS.
 - (E) NO MATERIAL SUBSTITUTIONS SHALL BE MADE WITHOUT THE ARCHITECT'S PRIOR WRITTEN APPROVAL. ALTERNATE MATERIALS OF SIMILAR SIZE AND CHARACTER MAY BE CONSIDERED IF SPECIFIED PLANT MATERIALS CANNOT BE OBTAINED.
 - (F) PLANT LOCATIONS ARE APPROXIMATE. ADJUST AS NECESSARY TO AVOID CONFLICTS.
 - (G) PROVIDE 4" TOPSOIL AT ALL SOD, SEED AND PLANTING AREAS. GRADE SHALL BE ADJUSTED FOR SOD THICKNESS. REFER TO CIVIL SITE GRADING PLAN FOR SLOPE REQUIREMENTS.
 - (H) WHEN CLAY SOIL IS ENCOUNTERED IN THE ESTABLISHED AREA OF THE LAWN OR THE INSTALLATION OF PLANT MATERIAL IT SHALL BE IMPROVED IN ACCORDANCE WITH STANDARD TRADE PRACTICE.
 - (I) RE-ESTABLISH TURF IN AREAS DISTURBED BY GRADING OR UTILITY TRENCHING IN THE RIGHT-OF-WAY.
 - (J) PRIOR TO INSTALLATION, GENERAL CONTRACTOR TO CONFIRM THAT LIGHT POLES, LANDSCAPING AND UTILITIES DO NOT CONFLICT WITH SIGN LOCATION SHOWN. IF ANY POTENTIAL CONFLICT IS DISCOVERED, GENERAL CONTRACTOR IS TO CONTACT OWNER'S REPRESENTATIVE BEFORE PROCEEDING WITH THE WORK.

LANDSCAPE SUMMARY

INTERIOR LANDSCAPING PER SECTION 4.03 SECTION I: 20% OF TOTAL AREA OF LOT FOR INTERIOR LANDSCAPING AREAS AND MINIMUM (1) SHADE TREE PER (10,000) SQUARE FEET OF LOT AREA.

57,365 SQ. FT. X 20% = 11,473 SQ. FT. REQUIRED/ 26,550 SQ. FT. PROVIDED
57,365 SQ. FT. / 10,000 SQ. FT. = 6 TREES REQUIRED / 6 TREES PROVIDED

PERIMETER LANDSCAPING PER SECTION 4.03 SECTION II: MINIMUM (1) SHADE TREE (12) SHRUBS PER (35) LINEAR FEET OF LOT LENGTH ADJOINING RESIDENTIAL ZONED LOT.

221'-6" LOT LENGTH LINEAR FEET (221.5/35 = 6.32)
SHADE TREES: 6 REQUIRED / 6 PROVIDED
SHRUBS: 6.32 X 12 = 75.84 REQUIRED / 76 PROVIDED

- ### KEY NOTES
- (1) AREA OF HYDRO MULCH OR SEED AND STRAW. UNLESS NOTED OTHERWISE, ALL AREAS DISTURBED BY CONSTRUCTION ARE FIRST TO BE FINE GRADED AND THEN FOLLOWED BY HYDRO MULCH OR SEED AND STRAW OVER MIN. 4" TOPSOIL STOCKPILED FROM SITE OR HAULED IN AS REQUIRED.
 - (2) AREA OF SOD, REFER TO DETAIL 1/L1.2.
 - (3) CREEK GRAVEL, REFER TO DETAIL 2/L1.2.
 - (4) LANDSCAPE EDGING, REFER TO DETAIL 2/L1.2. PROVIDE AT ALL GROUND COVER TYPE TRANSITIONS.

SYMBOLS LEGEND

NOTE: REFER TO SURVEY SHEET FOR SYMBOLS LEGEND OF EXISTING CONDITIONS.

	NEW AREA OF LANDSCAPE GRAVEL
	NEW AREA OF SOD
	SHRUB PLANTING
	CANOPY TREE

CAUTION:
INFORMATION ON THIS DRAWING CONCERNING TYPE AND LOCATION OF UNDERGROUND AND OTHER UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATION AS TO THE TYPE AND LOCATION OF UNDERGROUND AND OTHER UTILITIES AS MAY BE NECESSARY TO AVOID DAMAGE THERETO.

Know what's below
Call before you dig.

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e-mail: architect@esterlyschneider.com

ESTERLY SCHNEIDER & ASSOCIATES, INC.
architects & planners
AIA

PROJECT:
NEW O'REILLY AUTO PARTS STORE
E. OVILLA RD. & SANTA ROSA DR.
GLENN HEIGHTS, TX
LANDSCAPE PLAN

O'Reilly AUTO PARTS
CORPORATE OFFICES
535 ROBERT PATTERSON
SANTA ROSA, TEXAS 75067
(417) 862-2674 TELEPHONE

COMM #	4727
DATE:	8-11-23
REVISION	
DATE:	8-30-23

L1.1

T.O. METAL STUD
ELEV. 119'-0"

T.O. MASONRY
ELEV. 117'-4"

TOP OF OPENING
ELEV. 111'-4"

FINISH FLOOR HEIGHT
ELEV. 100'-0"



1 NORTH EXTERIOR ELEVATION

CE1 SCALE: 1/8" = 1'-0"

T.O. METAL STUD
ELEV. 119'-0"

T.O. MASONRY
ELEV. 117'-4"

FINISH FLOOR HEIGHT
ELEV. 100'-0"



2 WEST EXTERIOR ELEVATION

CE1 SCALE: 1/8" = 1'-0"

T.O. MASONRY
ELEV. 117'-4"

EAVE HEIGHT
ELEV. 114'-7"

FINISH FLOOR HEIGHT
ELEV. 100'-0"



3 SOUTH EXTERIOR ELEVATION

CE1 SCALE: 1/8" = 1'-0"

T.O. MASONRY
ELEV. 117'-4"

EAVE HEIGHT
ELEV. 114'-7"

FINISH FLOOR HEIGHT
ELEV. 100'-0"



4 EAST EXTERIOR ELEVATION

CE1 SCALE: 1/8" = 1'-0"

FINISH LEGEND:

	FIELD BLOCK -	PAINTED SPLIT FACE C.M.U. COLOR: SHERWIN WILLIAMS "LATTE" SW6108
	ACCENT BLOCK -	PAINTED SMOOTH FACE C.M.U. COLOR: SHERWIN WILLIAMS "SOFTER TAN" SW6141
	EIFS AROUND SIGN -	CUSTOM RED MIX BY DRYVIT ORAP011030S SHERWIN WILLIAMS "POSITIVE RED" SW6871
	STOREFRONT -	KAWNEER "DARK IVY"



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ESTERLY
SCHNEIDER
&
ASSOCIATES, INC.
AIA architects & planners

PROJECT:
NEW O'REILLY AUTO PARTS STORE
E. OVILLA RD. & SANTA ROSA DR.
GLENN HEIGHTS, TX
COLOR ELEVATIONS

O'Reilly AUTO PARTS
CORPORATE OFFICES
233 SOUTH PATTERSON
SPRINGFIELD, MISSOURI 65802
(417) 862-2674 TELEPHONE

COMM #
DATE:
REVISION
DATE:

CE1

NOT FOR CONSTRUCTION

