



**NOTICE AND AGENDA
CITY OF GLENN HEIGHTS
PLANNING AND ZONING COMMISSION
MONDAY, OCTOBER 9, 2023, 6:30 P.M.**

Notice is hereby given that the City of Glenn Heights Planning and Zoning Commission will hold a Planning and Zoning Commission Meeting on Monday, October 9, 2023, beginning at 6:30 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 September 11, 2023.

AGENDA

1. **Plat Case PP-009-23:** Discuss and take action on a Preliminary Plat Request by Anel Rodriguez, on behalf of Carlos Vargas for Vargas Estate. This Preliminary Plan request is for an addition to the City of Glenn Heights, Texas, being 8.062 acres, that is situated in the Elisha Chamber Survey, Abst. No. 240, Glenn Heights, Dallas County, Texas.
2. **Plat Case FP-010-23:** Discuss and take action on a Final Plat Request by Anel Rodriguez, on behalf of Carlos Vargas for Vargas Estate. This Final Plat request for an addition to the City of Glenn Heights, Texas, being 8.062 acres, situated in the Elisha Chamber Survey, Abst. No. 240, Glenn Heights, Dallas County, Texas.
3. **Plat Case FP-011-23:** Discuss and take action on a Replat Request by Steven Uetrecht (Wildwood Development Co.), on behalf of Oak Leaf Estates, LLC for Holly Wood Estate Phase 4. This Replat, being 45.909 acres, situated in the

John S Patton Survey, Abst. No. 841 and William C. Berry Survey, Abst. No. 74, Glenn Heights, Ellis County, Texas.

4. 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, October 6, 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

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

SEPTEMBER 11, 2023

STATE OF TEXAS *

COUNTIES OF DALLAS AND ELLIS *

CITY OF GLENN HEIGHTS *

On the 11th day of September 2023, the Planning and Zoning Committee of the City of Glenn Heights, Texas met in a joint meeting in the City Hall, City Council Chambers, located at 1938-C South Hampton Road, Glenn Heights, Texas, 75154, with the following members present:

BOARD MEMBERS:

Austin Kelley	*	Chair, Place 1
April Stokes	*	Board Member, Place 2
Arnold Davis, Jr.	*	Board Member, Place 3
Kelvin Stroy, Sr.	*	Board Member, Place 6
Tabitha Gamble	*	Board Member, Place 7

STAFF:

Parviz Pourazizian	*	Director of Planning & Development Services
LaSheyla Jones	*	City Planner
Kathi Morgan	*	IT Administrator

CALL TO ORDER

After establishing a quorum, Commissioner Austin Kelley called the Joint Meeting of the Planning and Zoning Committee to order at 6:34 P.M.

INVOCATION

Commissioner Stroy delivered the Invocation.

PLEDGE OF ALLEGIANCE

Commissioner Stroy led the assembly in the Pledge of Allegiance.

PUBLIC COMMENT

Angela Allen: 220 California Drive – Ms. Allen discussed O'Reilly coming to the corner of Santa Rosa and E. Ovilla Drive. She expressed a concern for safety with more businesses coming, as she stated that pulling out onto Santa Rosa on both sides is dangerous. She stated there have been many accidents with U-turns and would like to know if the city can investigate adding a traffic light or do a survey of the impact of the increased traffic in this area.

Chair Kelley responded that they could not address the concerns but encourage Ms. Allen to attend the council meeting.

CONSENT AGENDA

1. Discuss and take action to approve the Planning and Zoning Meeting Minutes of the August 28, 2023, Regular Called Planning and Zoning Meeting. (Parviz Pourazizian, Director of Development Services)

VOTE 5 Ayes – Kelley, Stokes, Davis, Stroy, and Gamble

AGENDA

1. **Zoning Case 23-007-SUP:** Public hearing to discuss and take action on a request concerning a Specific Use Permit (SUP) to construct a residential carport. The .24-acre property is zoned Single Family-4 (SF-4). The property is located at Mesa Ct, Glenn Heights, Dallas County, Texas. The proposed location is at their driveway.

Pariz Pourazizian, Director of Developmental Services, introduced this item and gave a description of the issue to the committee. He also noted for future consideration, if the ordinances may be revisited as it may then allow the staff to make a decision on similar issues rather than the permit being a SUP (special use permit) and having to present such a small change to the board. The staff would be able to handle this form of permits without having to present it to the planning and zoning board. He stated it was uncommon and time consuming, he encouraged the Planning and Zoning Committee to consider if they would like to remove or keep the SUP requirement. The Planning and Zoning Committee would be the appropriate board as we do not have a ZBA committee. Chair Kelly stated that in the past the City Manager used planning and zoning to make recommendations for planning and issue variance for zoning requirements. Parviz stated that he received a phone call regarding the permit. Chair Austin Kelly opened the public hearing for the residential carport. Chair Kelly stated that the board would address anything the city asked them to.

Commissioner Stroke made a motion to take action on the request to approve the SUP. Commissioner Stroy made the second. The motion carried with the following record vote:

VOTE 5 Ayes – Kelley, Stokes, Davis, Stroy, and Gamble

2. **Zoning Case:** Discuss and take action on a request concerning a Site Plan for O'Reilly Auto Parts by Craig 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 an Auto Part Store.

Parviz Pourazizian, Director of Planning and Developmental Services, introduced this item and completed a presentation giving a description of the property, where it would be located, the landscape, and how traffic would flow throughout the property to the main street. He described the U-Shape lot, that includes 2 drive openings on Rosa

and presented the site plan that depicted it. He stated that the staff had reviewed the site plan and noted that it meets the city requirements. Mr. Pourazizian also stated that the area historically does not generate enough traffic to cause further disturbance. However, he was open to their company exploring a traffic mitigation plan to manage increased traffic in this area. Davis said he could not picture the location of where the O'Reilly would be and asked if there was a satellite report. After further explanation of the location they decided to move forward with the motion.

Chair Kelley entertained a motion to take action on site plan. Commissioner Davis made a motion to move to approve the site plan. Commissioner Stroy made a second motion. The motion carried with the following record vote:

VOTE 5 Ayes – Kelley, Stokes, Davis, Stroy, and Gamble

Parviz Pourazizan, Director of Planning and Development Services,

ADJOURNMENT

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

VOTE 5 Ayes – Kelley, Stokes, Davis, Stroy, and Gamble

Commissioner Austin Kelley adjourned the meeting at 6:54 P.M.

Parviz Pourazizian, Director of Development

Attest:

LaSheyla Jones, City Planner
Passed and approved on the 9th day of October 2023



AGENDA SUMMARY SHEET

OCTOBER 9, 2023

AGENDA, ITEM 1

Plat Case PP-009-23: Discuss and take action on a Preliminary Plat Request by Anel Rodriguez, on behalf of Carlos Vargas for Vargas Estate. This Preliminary Plan request is for an addition to the City of Glenn Heights, Texas, being 8.062 acres, that is situated in the Elisha Chamber Survey, Abst. No. 240, Glenn Heights, Dallas County, Texas.

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