



**NOTICE AND AGENDA
PLANNING & ZONING COMMISSION
MONDAY, MAY 10, 2021 6:30 PM
PLANNING & ZONING COMMISSION MEETING**

Notice is hereby given that the City of Glenn Heights Planning and Zoning Commission will hold a Regular Planning and Zoning Commission Meeting on Monday, May 10, 2021, beginning at 6:30 P.M. in the City Hall, City Council Chambers, located at 1938 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>

For those attending the Planning and Zoning Meeting, please expect the following:

- Forehead temperature scan prior to entry (<100.4 for entry)
- Social distanced seating for the audience
- Face mask required to cover nose and mouth, except when addressing the Planning and Zoning Commission during the Public Comment or Public Hearing portions of the meeting, or if completing a presentation

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

CONSENT AGENDA

1. Discuss and take action to approve the meeting minutes of April 12, 2021.

AGENDA

1. **Zoning Case 21-006-RZ:** Public hearing to receive testimony concerning a change of zoning request by Miguel Motta for the property located at 2501 South Hampton Road, Glenn Heights, Ellis County, Texas. The 1.450-acre parcel is more particularly described as Lot 26, Block 2 of Cinnamon Springs Phase I and the applicant proposes to change the zoning from Single Family-1 (SF-1) to Single Family-3 (SF-3) for the replotting and subsequent development

of four new single-family residential lots.

2. **Zoning Case 21-006-RZ:** Discuss and take action on a change of zoning request by Miguel Motta for the property located at 2501 South Hampton Road, Glenn Heights, Ellis County, Texas. The 1.450-acre parcel is more particularly described as Lot 26, Block 2 of Cinnamon Springs Phase I and the applicant proposes to change the zoning from Single Family-1 (SF-1) to Single Family-3 (SF-3) for the replotting and subsequent development of four new single-family residential lots.

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, Glenn Heights, Texas by 6:30 P.M. on Friday, May 7, 2021.

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 12, 2021

STATE OF TEXAS *

COUNTIES OF DALLAS AND ELLIS *

CITY OF GLENN HEIGHTS *

On the 12th day of April 2021, the Planning and Zoning Commission of the City of Glenn Heights, Texas convened in a special called meeting via video conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing” to slow the spread of Novel Coronavirus (COVID-19) and consider the following items, with these members in attendance:

BOARD MEMBERS

Austin Kelley	*	Chair
April Stokes	*	Board Member
Kelvin Stroy	*	Board Member
Arnold Davis, Jr.	*	Board Member
Paul Alley	*	Board Member

ABSENT

Tabatha Gamble	*	Board Member
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STAFF

Michael Rogers	*	Deputy City Manager
Marlon Goff	*	Director of Planning and Development Services
Miamauni Hines	*	City Planner
Byron Hardy	*	IT Administrator

Call to Order Commissioner Kelley called the meeting to order at 6:34 p.m.

Invocation Commissioner Kelley

Pledge of Allegiance

Consent Agenda

1. Discuss and take action to approve the meeting minutes of March 8, 2021.

Motion by Commissioner Stroy to approve the minutes with the amendment to spelling of “Michael Roger” to read “Michael Rogers”. Commissioner Davis made the second. The motion carried by the following vote:

Votes: (5-0) Aye – Kelley, Stokes, Stroy, Davis, and Alley

Agenda

1. **Zoning Case 21-004-RZ:** Public hearing to receive testimony regarding an Ordinance amending the Code of Ordinances of the City of Glenn Heights, Chapter 14 “Zoning”, Exhibit A “Zoning Ordinance”, Article XVIII “Temporary Uses and Permits”, at Section XVIII.1.2 “Asphalt or Concrete Batching Plant” by amending subpart B thereof; providing a repealing clause, providing a severability clause, and providing an effective date.

Motion by Commissioner Davis to open the Public Hearing at 6:41 a.m.
Commissioner Stroy made the second. The motion carried by the following vote:

Votes: (5-0) Aye – Kelley, Stokes, Stroy, Davis, and Alley

Miamauni Hines, City Planner

Ms. Hines informed the Commission that she received no request for public comment.

Motion by Commissioner Davis to close the Public Hearing at 6:42 a.m.
Commissioner Stroy made the second. The motion carried by the following vote:

Votes: (5-0) Aye – Kelley, Stokes, Stroy, Davis, and Alley

2. **Zoning Case 21-004-RZ:** Discuss and take action regarding an Ordinance amending the Code of Ordinances of the City of Glenn Heights, Chapter 14 “Zoning”, Exhibit A “Zoning Ordinance”, Article XVIII “Temporary Uses and Permits”, at Section XVIII.1.2 “Asphalt or Concrete Batching Plant” by amending subpart B thereof; providing a repealing clause, providing a severability clause, and providing an effective date.

Miamauni Hines, City Planner

Ms. Hines presented the information related to the proposed amendment and stated staff’s recommendation of approval.

Commissioner Stroy asked if these concrete batch plants were typically used to furnish the streets of new subdivisions.

Ms. Hines confirmed that this is their intended use.

Commissioner Kelley asked how many proposed subdivisions were scheduled to begin construction at this time.

Ms. Hines stated that she only expects approximately two batch plant applications within the next two years.

Motion by Commissioner Stroy to approve the proposed amendment as presented. Commissioner Davis made the second. The motion carried by the following vote:

Votes: (4-1) Aye – Kelley, Stokes, Stroy, and Davis
Nay – Alley

Adjournment

Motion by Commissioner Davis to adjourn the meeting of the Planning and Zoning Commission at 6:58 p.m. Commissioner Alley made the second. The motion carried by the following vote:

Votes: (5-0) Aye – Kelley, Stokes, Stroy, Davis, and Alley

Austin Kelley, Chair

Attest:

Miamauni Hines, City Planner

Passed and approved on the _____th day of _____, 2021.



CITY OF GLENN HEIGHTS

PLANNING & ZONING COMMISSION REPORT

Date: May 10, 2021

SUBJECT

The Planning and Zoning Commission will hear a request to change the zoning from Single Family-1 (SF-1) to Single Family-3 (SF-3) at 2501 South Hampton Road.

DISCUSSION / BACKGROUND

The subject area is located at 2501 South Hampton Road and is currently zoned Single Family-1 (SF-1). To the north, south, and west, the property is surrounded by parcels zoned Single Family-1 (SF-1). The property to the east, opposite Hampton Road, is currently undeveloped but zoned Retail (R) as part of the multi-land use Planned Development 18C.

If the zoning change is reviewed favorably by the Planning and Zoning Commission and adopted by the City Council, the following base SF-3 standards would apply:

	SF-3 Base Standards
Lot Area	9,000 sq. ft.
Lot Width	70'
Lot Depth	120'
Minimum Dwelling Unit Size	1,750 sq. ft.
Front Yard	30'
Side Yard	8'
Side Yard of Corner Lots	15'
Rear Yard	20'
Maximum Lot Coverage of Building Structure(s)	40%
Main Structure Height	35'
Accessory Structure Height	15'
Individual Lot Landscaping Requirements	two 3" caliper trees w/ 40' crowns; two 3" caliper trees w/ 20' crowns; 20% of total lot area;
Max Residential Density	3.5 dwelling units per acre
Minimum Roof Pitch	6:12
Maximum Fence Height	6'

CONCEPT PLAN REVIEW AND EVALUATION

A meeting of the Development Review Committee was conducted to review the concept plan submitted by the applicant with respect to the following:

- Compliance with all provisions of the Zoning Ordinance and code of ordinances of the City.
- The potential development impact on the existing natural resources on the site as well as the impact on the natural resources of the surrounding properties and neighborhood.
- The relationship of the development to the base zoning standards in terms of harmonious design, façade treatment, setbacks, maintenance of property values, and any possible negative impacts.
- The provision of a safe and efficient vehicular and pedestrian circulation system.
- The coordination of streets so as to arrange a convenient system consistent with the Thoroughfare Plan of the City as adopted and amended.
- The use of landscaping and screening to provide adequate buffers to shield lights, noise, movement, or activities from adjacent properties when necessary, and to complement and integrate the design and location of buildings into the overall site design.
- The location, size, accessibility, and configuration of open space areas to ensure that such areas are suitable for intended recreation and conservation uses.
- Protection and conservation of watercourses and areas that are subject to flooding.
- Consistency with the Comprehensive Master Plan of the City as adopted or amended.

COMPREHENSIVE PLAN ALIGNMENT

Staff has reviewed this application to determine its compatibility with the City's Future Land Use Map and Comprehensive Plan which designates this area as Low Density Residential or Retail:

Low Density Residential

Single-family residential structures are examples of low-density residential uses. This is the primary land use within Glenn Heights. Residential densities in these areas will typically remain below 6 dwelling units per acre.

Retail

Retail uses typically include establishments which provide merchandise for retail sale and may also include light commercial uses, such as lodging and banks. Retail is located in areas with higher visibility and accessibility and contributes additional taxable revenue to the city's coffers through sales taxes generated. In Glenn Heights, retail areas may also include office space.

The proposed zoning change and preliminary site plan are in accordance with that of low-density residential development.

PRIOR COUNCIL OR BOARD ACTION

Not applicable.

PUBLIC CONTACT

Notices were mailed to adjacent property owners within two hundred feet (200') of the subject property by April 23, 2021. Notice was also published in a local newspaper by April 25, 2021 as required by state law and the City of Glenn Heights Comprehensive Zoning Ordinance. Additionally, two informational signs have been posted along the street frontages to inform the public of the pending zoning change.

FINANCIAL IMPACT

Not applicable.

RECOMMENDATION / ALTERNATIVES

After evaluating the proposed use and site plan in relation to the City's transportation infrastructure and public safety and mobility policies, Staff does not believe that a development according to the SF-3 zoning standards would be of highest and best use for this property. Thus, Staff recommends *denial* of the proposed rezoning request as presented.

ATTACHMENTS

1. Property Survey & Legal Description
2. Preliminary Site Plan

PREPARED BY

Miamauni Hines, City Planner

REVIEWED BY

Marlon Goff, Planning and Development Services Director

7509 PENNRIDGE CIRCLE
ROWLETT, TX 75088

SURVEY PLAT

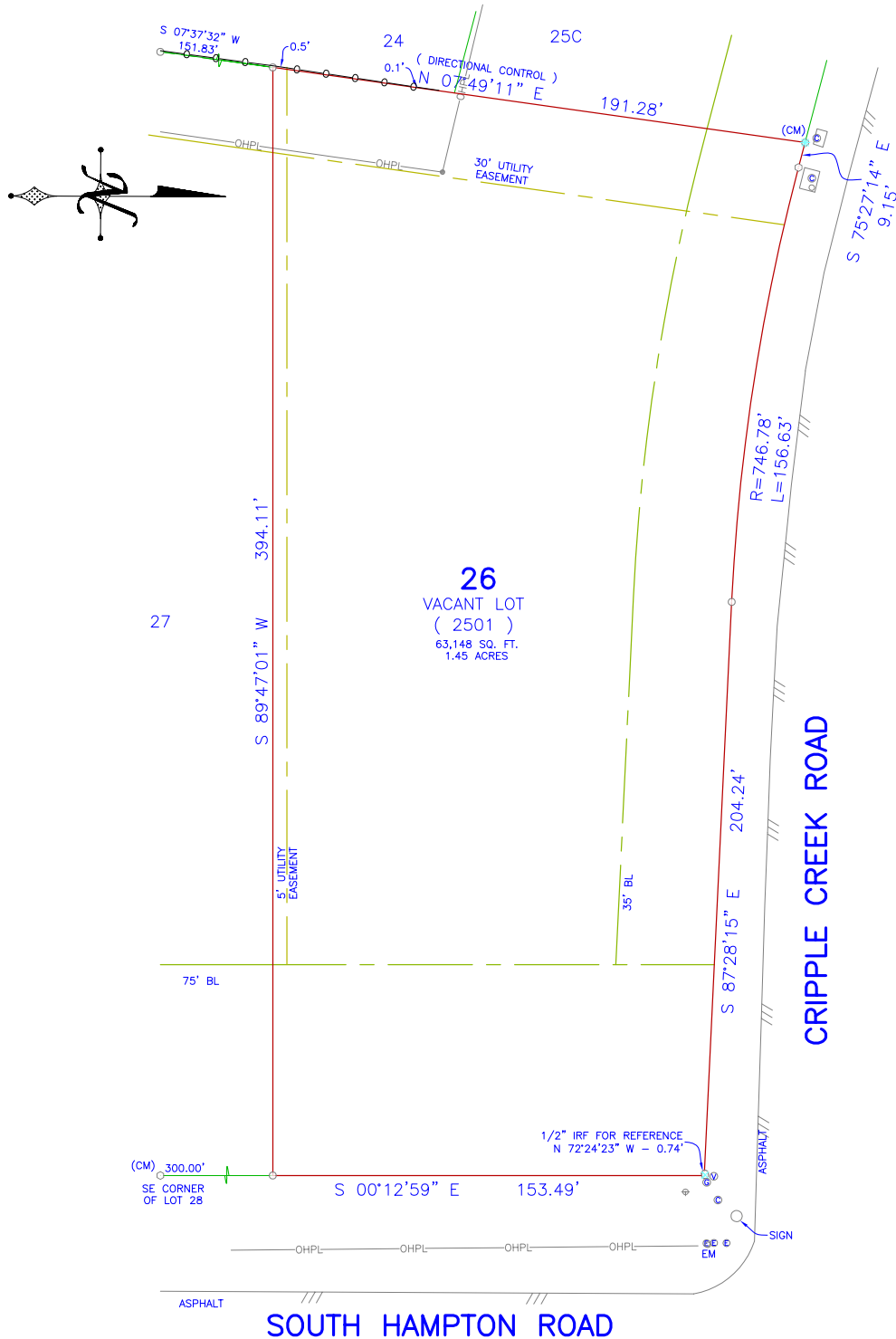


FIRM REGISTRATION NO. 10194366

BARRY S. RHODES Registered Professional Land Surveyor (214) 326-1090

This is to certify that I have, this date, made a careful and accurate survey on the ground of property located at No. 2501 SOUTH HAMPTON ROAD, in the city of GLENN HEIGHTS, Texas.

Being Lot 26, Block 2, of Cinnamon Springs, an addition to the City of Glenn Heights, Ellis County, Texas, according to the Plat thereof recorded in Cabinet B, Slide 74, of the Plat Records, of Ellis County, Texas.



THIS CERTIFICATION DOES NOT
TAKE INTO CONSIDERATION
ADDITIONAL FACTS THAT AN
ACCURATE TITLE SEARCH AND OR
EXAMINATION MIGHT DISCLOSE.

The plat hereon is true, correct, and accurate representation of the property as determined by survey, the lines and dimensions of said property being as indicated by the plat; the size, location and type of building and improvements are as shown, all improvements being within the boundaries of the property, set back from property lines the distance indicated, or visible and apparent easements. TITLE AND ABSTRACTING WORK FURNISHED BY MIGUEL MOTTA

THERE ARE NO ENCROACHMENTS, CONFLICTS, OR PROTRUSIONS, EXCEPT AS SHOWN.

Scale: 1" = 40'
Date: 01/27/2021
G. F. No.: N/A
Job no.: 202100578
Drawn by: M.A.N.

USE OF THIS SURVEY FOR ANY OTHER PURPOSE OR OTHER PARTIES SHALL BE AT THEIR RISK AND UNDERSIGNED IS NOT RESPONSIBLE TO OTHER FOR ANY LOSS RESULTING THEREFROM.
THIS SURVEY WAS PERFORMED EXCLUSIVELY FOR MIGUEL MOTTA



LEGEND	
WOOD FENCE	TEXT
CHAIN LINK	IMPROVEMENTS
IRON FENCE	BOUNDARY LINE
WIRE FENCE	EXISTING SETBACK
CM	RESIDENCE
CM	CONTROLLING MONUMENT
MSD	MONUMENTS OF RECORD DIGNITY
1/2" IRON ROD FOUND	
1/2" YELLOW-CAPPED IRON ROD SET	
FOUND "X"	POINT FOR CORNER
1" IRON ROD FOUND	
3/4" IRON ROD FOUND	
CABLE	ELECTRIC
CLEAN OUT	PE - POOL EQUIP
GAS METER	PE - POWER POLE
FIRE HYDRANT	TELEPHONE
LIGHT POLE	WATER METER
MANHOLE	WATER VALVE
(UNLESS OTHERWISE NOTED)	



