

PLANNING AND ZONING COMMISSION
REGULAR MEETING
October 2, 2018

ATTENDANCE:

Commissioners Present:

Ben Trahan, Chair
Stephen Platt, Jr., 1st Vice-Chair
Michael Orr, 2nd Vice-Chair
Gene Autrey
Dan Metevier
John Ogrizovich
Elias Shaikh

City Staff Present:

Marc Kurbansade, AICP, Director of Community Development
Brian Bristow, RLA, Assistant Director of Parks and Recreation
Joseph Cotton, P.E., Assistant Director of Engineering
Madhuri Mohan, AICP, LEED Green Associate, Senior Planner
Hayley Angel, AICP Candidate, Planner
Kevin Laughlin, City Attorney

Call to Order and Announce a Quorum is Present:

With a quorum of the Commissioners present, Chair Trahan called the meeting to order at 7:00 p.m. in the City Hall Council Chambers Room at Allen City Hall, 305 Century Parkway, Allen, Texas, 75013.

Director's Report

1. The Director discussed the action taken on the Planning & Zoning Commission items by City Council at the September 25, 2018, regular meeting.

Election of Officers

2. Elect a Chair, First Vice-Chair and Second Vice-Chair.

Chair Trahan opened the floor for nominations for Planning and Zoning Commission Chair position.

Motion: **Upon a motion by 1st Vice-Chair Platt, and a second by 2nd Vice-Chair Orr, the Commission voted 7 IN FAVOR, and 0 OPPOSED to appoint Mr. Ben Trahan to the Planning and Zoning Commission Chair position.**

The motion carried.

Chair Trahan opened the floor for nominations for Planning and Zoning Commission 1st Vice-Chair position.

Motion: **Upon a motion by 2nd Vice-Chair Orr, and a second by Commissioner Autrey, the Commission voted 7 IN FAVOR, and 0 OPPOSED to appoint Mr. Stephen Platt, Jr. to the Planning and Zoning Commission 1st Vice-Chair position.**

The motion carried.

Chair Trahan opened the floor for nominations for Planning and Zoning Commission 2nd Vice-Chair position.

Motion: **Upon a motion by Commissioner Ogrizovich, and a second by Commissioner Metevier, the Commission voted 7 IN FAVOR, and 0 OPPOSED to appoint Mr. Michael Orr to the Planning and Zoning Commission 2nd Vice-Chair position.**

The motion carried.

Consent Agenda *(Routine P&Z business: Consent Agenda is approved by a single majority vote. Items may be removed for open discussion by a request from a Commission member or member of staff.)*

3. Approve minutes from the September 18, 2018, regular meeting.

Motion: **Upon a motion by 1st Vice-Chair Platt, and a second by Commissioner Ogrizovich, the Commission voted 7 IN FAVOR, and 0 OPPOSED to approve the Consent Agenda.**

The motion carried.

Regular Agenda

4. Public Hearing – Conduct a Public Hearing and consider a request for a Replat for Allen Commerce Center Addition, Lot 2-R-1-R-1, Block A; generally located north of Allen Commerce Parkway and west of U.S. Highway 75. (PL-091418-0057) [DFW II]

Ms. Angel, Planner, presented the item to the Commission.

Ms. Angel noted that staff is in support of the agenda item.

Chair Trahan opened the public hearing.

With no one speaking, Chair Trahan closed the public hearing.

Motion: Upon a motion by Commissioner Autrey, and a second by 2nd Vice-Chair Orr, the Commission voted 7 IN FAVOR, and 0 OPPOSED to approve the Replat for Allen Commerce Center Addition, Lot 2R-1-R-1, Block A; generally located north of Allen Commerce Parkway and west of U.S. Highway 75, for DFW II.

The motion carried.

1st Vice-Chair Platt filed an Affidavit of Conflict of Interest with staff for Agenda Item No. 5 and left the Council Chambers.

5. Public Hearing – Conduct a Public Hearing and consider a request to establish a Planned Development “PD” zoning district with a base zoning of Single-Family Residential “R-6” and Townhome Residential “TH” and adopt a Concept Plan, Building Elevations, and a Screening Plan relating to the use and development of 18.57± acres located in the J. Seaborn and Robert T. Clements Survey, Abstract No. 879; generally located west of Watters Road and north and south of Ridgeview Drive. (ZN-060418-0022) [Lexington Estates]

Ms. Mohan, Senior Planner, introduced the item to the Commission and stated that the applicant requested the item to be continued to the October 16, 2018, Planning and Zoning Commission meeting.

Chair Trahan opened the public hearing.

Chair Trahan noted that eight letters were received:

- Janet Evans, Saddleridge HOA, Allen, TX, SUPPORT
- Arthur Swanson, 2242 Emery Down Drive, Allen, TX, SUPPORT
- Kim Main, 2279 Sussex Lane, Allen, TX, SUPPORT
- Keshar Mehta, 1032 Kenilworth Street, Allen, TX, OPPOSE
- Zudrong Lin, 2290 Sussex Lane, Allen, TX, OPPOSE
- Sergio Robledo, 1036 Kenilworth Street, Allen, TX, OPPOSE
- Megan Fallwell, 2291 Sussex Lane, Allen, TX
- Scott Sanford, 1015 Sam Rayburn Tollway, Allen, TX

The Commission discussed the subdivision name of the project and tree mitigation on the property.

Chair Trahan stated that the Commission received a letter from the applicant requesting their item be continued until the October 16, 2018, Planning and Zoning Commission meeting.

Motion: Upon a motion by Commissioner Ogrizovich, and a second by Commissioner Metevier, the Commission voted 6 IN FAVOR, and 0 OPPOSED to continue the public hearing for the request to establish a Planned Development “PD” zoning district with a base zoning of Single-Family Residential “R-6” and Townhome Residential “TH” and adopt a Concept Plan, Building Elevations, and a Screening Plan relating to the use and development of 18.57± acres; generally located west of Watters Road and north and south of Ridgeview Drive, for Lexington Estates, date certain to the October 16, 2018, Planning and Zoning Commission Meeting.

The motion carried.

1st Vice-Chair Platt returned to his seat at the Commission dais.

6. Discussion – Commission training regarding meeting procedures and processes.

Mr. Kurbansade, Director of Community Development, and Kevin Laughlin, City Attorney, presented the item.

The Commission discussed platting requirements, comprehensive plans, conflict of interest procedures, and the development handbook.

Executive Session (As Needed)

The Executive Session was not held.

Adjournment

The meeting adjourned at 7:44 p.m.

These minutes approved this _____ day of _____ 2018.

Ben Trahan, Chair

Hayley Angel, AICP Candidate