



**MINUTES FROM THE
PLANNING & ZONING COMMISSION MEETING
MONDAY, OCTOBER 29, 2018**

Commissioners Present:

Chair Greg Kadesch
Vice Chair Doug Horak
Commissioner Mike Rhodes
Commissioner Martha Dever
Commissioner Jessica Clarke (Alternate)

Commissioners Absent:

Commissioner Doreen Snediker
Commissioner Peter Hall
Commissioner Rusty Chapman

Staff Present:

Director of Planning Walter Reeves, Jr.
City Secretary Dianna Buchanan
City Engineer Travis Attanasio
Director of Economic Development Thad Chambers

1. **CALL TO ORDER, ANNOUNCE A QUORUM IS PRESENT**
Chair Greg Kadesch called the meeting to order at 6:32 p.m. and announced a quorum present.
2. **ITEMS OF COMMUNITY INTEREST/CHAIRMAN ANNOUNCEMENTS**
Chair Kadesch spoke and presented reminders and upcoming events as follows:
 - A. November 12, 2018 will be the only City Council meeting in November
 - B. December 10, 2018 will be the only City Council meeting in December
 - C. City offices will be closed on November 22 and 23, 2018 for Thanksgiving*He also mentioned Christmas in the Park to be held on December 1st.*
3. **CONSIDER FOR APPROVAL THE SEPTEMBER 24, 2018 PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES**

Motion by Commissioner Doug Horak and seconded by Commissioner Jessica Clarke to approve the September 24, 2018 Regular Planning and Zoning Commission Meeting Motion approved unanimously. Commissioners Snediker, Hall and Chapman were absent.

4. PUBLIC HEARINGS AND ACTION ITEM

A. Hold a public hearing, discuss, consider and act on a recommendation for the preliminary plat of Lot 1, Block 1, Westport CT Addition with variances. The subject property consists of 56.649 acres of land in the J.H. Van Eaton Survey, Abstract No. 1919 in the City of Haslet, Tarrant County, Texas, is in the Industrial (I) zoning district, is located on the south side of Westport Parkway approximately 1,100 ft. east of FM 156 and is more commonly known as 401 Westport Parkway.

1) Staff Presentation

Planning Director Walter Reeves summarized the item. Applicant representative Todd Blackwell of CT Realty was present in support of the application and answered questions. Staff recommended approval.

2) Public Hearing

Chair Kadesch opened the public hearing at 6:37 pm and asked if anyone was present to speak for or against the item. There being no one, he closed the public hearing at 6:37:30 pm.

3) Discussion

Discussion was held.

4) Consideration and Action on Recommendation

Motion made by Commissioner Mike Rhodes and motion seconded by Commissioner Martha Dever to recommend approval of the preliminary plat of Lot 1, Block 1, Westport CT Addition and the variances to Chapter 10 Exhibit A, Section 3.8 and 3.9. Motion approved unanimously. Commissioners Snediker, Hall, and Chapman were absent.

B. Hold a public hearing, discuss, consider and act on a recommendation regarding a site plan for new buildings on 56.649 acres located on the south side of Westport Parkway approximately 1,100 ft. east of FM 156 more commonly known as 401 Westport Parkway. The property is in the Industrial (I) zoning district.

1) Staff Presentation

Planning Director Walter Reeves summarized the item. Applicant representative Todd Blackwell of CT Realty was present in support of the application and answered questions. Staff recommended approval with conditions as listed.

2) Public Hearing

Chair Kadesch opened the public hearing at 6:58 pm and asked if anyone was present to speak for or against the item. There being no one to speak for or against the item, he closed the public hearing at 6:58:30 pm.

3) Discussion

Discussion was held. Mr. Dan Gallagher, Kimley Horn, project engineer, answered questions.

4) Consideration and Action on Recommendation

Motion made by Chair Greg Kadesch and motion seconded by Commissioner Mike Rhodes to recommend approval of the site plan

package Lot 1, Block 1, Westport CT Addition subject to the following conditions:

- 1) That the lighting plan be revised to include a note indicating that all lighting will be screened below the horizontal.
- 2) That the landscaping plans be revised to provide the five (5) ft. landscaping strips along the eastern and southern property lines consistent with current City of Haslet requirements.
- 3) That a parking study be submitted documenting the appropriate level of parking for this project prior to the City Council public hearing.
- 4) That a screening exhibit similar to the one provided for the Michaels site plan (SD-6) be provided confirming that the screen walls will actually screen the trucks.
- 5) Provide documentation concerning truck queuing.
- 6) Supporting documents be made consistent with each other.

Motion approved unanimously. Commissioners Snediker, Hall, and Chapman were absent.

C. Hold a public hearing, discuss, consider and act on a recommendation a request for approval of a Planned Development Concept Plan in the (AG) Agricultural District for 77.76 acres located south of Transport Drive and west of Harmon Road, more commonly known as 580 Harmon Road. The subject property is in the Agricultural (AG) zoning district.

1) Staff Presentation

Planning Director Walter Reeves summarized the item. Mr. Ken Kristofek, Conor Commercial, was present to represent applicant and provided a handout of a draft proposed concept plan for the Commission members (copy available upon request). Mr. Brian Haynes, Halff Associates, engineer for project, answered questions.

2) Public Hearing

Vice Chair Horak opened the public hearing at 7:46 pm and asked if anyone was present to speak for or against the item. There being no one, Vice Chair Horak closed the public hearing at 7:46:30 pm.

3) Discussion

Discussion was held.

4) Consideration and Action on Recommendation

Motion made by Commissioner Doug Horak to deny the concept plan presented based on the amount of industrial development shown in the package. Motion died for a lack of second.

Motion by Chair Greg Kadesch and motion seconded by Commissioner Mike Rhodes to recommend approval of the proposed Concept Plan subject to the following conditions:

- 1) A parking study be prepared in support of the proposed parking reduction for inclusion with any development plan
- 2) Landscaping be increased to off-set the loss of open space, screening and the increase in parking sub-area size
- 3) That the proposed use list be reduced
- 4) That the proposal looks more closely at the building design standards of Section 5.7
- 5) Restrict site access off of Haslet Parkway—more specifically site cannot be accessed off of Haslet Parkway
- 6) A percentage of mixed use so that the entire site isn't under industrial uses.

Motion seconded by Commissioner Mike Rhodes.

Chair Kadesch amended his motion to by adding “truck traffic” to condition 5) to read “Restrict site access off of Haslet Parkway by truck traffic—more specifically site cannot be accessed by truck traffic off of Haslet Parkway”. Commissioner Rhodes seconded the amended motion. Motion approved by 4 ayes and 1 nay by Commissioner Horak. Commissioners Snediker, Hall and Chapman were absent.

5. EXECUTIVE SESSION

The Planning and Zoning Commission reserves the right to adjourn into Executive Session during the meeting to seek legal advice from its attorney regarding any item on the posted agenda as authorized by Section 551.071 of the Texas Government Code.

Executive Session was not held.

6. CONSIDER AND TAKE ANY ACTION RESULTING FROM EXECUTIVE SESSION

There was no action as Executive Session was not held.

7. STATUS OF CURRENT DEVELOPMENT PROJECTS

Planning Director Walter Reeves summarized the status of various development projects as follows (text from supporting document for item):

STATUS OF PROJECTS

PROJECT	ACRES	LOTS	STATUS
Regal Ridge Subdivision	63.559	84	<ol style="list-style-type: none"> 1. Amended Preliminary Plat approved by Council August 15, 2016 2. Preliminary Plat extension request approved by City Council on September 18, 2017 3. Sewer agreement approved by City Council
The Heights Subdivision	154.977	186	<ol style="list-style-type: none"> 1. Amended Preliminary Plat approved by City Council September 19, 2016 2. Preliminary Plat extension request approved by City Council on October 16, 2017 3. Construction plans have been reviewed and finalized. 4. Grading Permit issued 5. Request to amend Ord. 010-2015 denied as a Council supermajority (4 votes in favor) was not achieved. 6. Preliminary Plat extension request to P&Z on September 24, 2018 7. Preliminary Plat extension request approved by City Council October 15, 2018
NorthGlen Subdivision	192.820	293	<ol style="list-style-type: none"> 1. Final Plat of Phase IA approved by City Council on July 17, 2017. 2. CFA approved by City Council on October 16, 2017. 3. Preliminary Plat extension approved by City Council on May 21, 2018. 4. Final Plat of Phase 1A recorded August 23, 2018.
Caraway	253.425	312	<ol style="list-style-type: none"> 1. Zoning approved by Council on 8/15/2016 2. Preliminary Plat approved by City Council on May 15, 2017 3. Final Plat of Phase I and CFA for "onsite" improvements approved by City Council on September 18, 2017 4. "Off-site" CFA approved by Council on November 6, 2017 5. Final Plat of Phase I recorded in March 2018 6. Building permit applications have been received for an onsite construction trailer and eight (8) model homes 7. The final plat of Phase II to P&Z on September 24, 2018 8. The final plat of Phase II approved by City Council on October 15, 2018
LeTara	431.959	504	<ol style="list-style-type: none"> 1. Annexation of NISD property completed November 20, 2017 2. Preliminary Plat approved by City Council on January 15, 2018 3. Revised Development Agreement (DA) Concept Plan approved by City Council on May 21, 2018 4. Final Plat for John Day Road submitted June 15, 2018 5. Final Plat of Phase 1 submitted July 5, 2018 6. New Preliminary Plat (reflecting revised DA Concept Plan) submitted July 6, 2018 7. Final Plat for John Day Road approved by City Council on August 20, 2018 8. Final Plat of Phase 1 to P&Z on September 24, 2018. 9. Final Plat of Phase 1 approved by City Council on October 15, 2018

Status updates are highlighted

8. FUTURE AGENDA ITEMS

Planning Director Reeves discussed items that may appear on the next agenda. The Commission considered the schedule to hold a workshop to amend the Future Land Use Plan in regard to the Haslet Parkway Road Project. The workshop will be held during next month's regular meeting. Any proposed changes will require legal notice and public hearings by the Commission and Council.

9. REVIEW MEETING CALENDAR FOR PROJECT SCHEDULING, MEETING DATE CHANGES OR CANCELLATIONS

- A. The Capital Improvements Advisory Committee will meet on Monday, November 26, 2018 at 6:30 p.m.
- B. The November Regular Planning and Zoning Commission meeting is scheduled for Monday, November 26, 2018 at 6.45 pm.
Mr. Reeves also mentioned that the December meeting will be held on December 17, 2018.

10. ADJOURN

Chair Kadesch adjourned the meeting at 8:14 p.m.



Greg Kadesch, Chair
Planning and Zoning Commission

11/26-2018
DATE

ATTEST:



Dianna Buchanan, City Secretary

12-4-2018
DATE