

**CITY OF RICHARDSON  
CITY PLAN COMMISSION MINUTES – JUNE 5, 2018**

The Richardson City Plan Commission met on June 5, 2018, at 7:00 p.m. at City Hall in the Council Chambers, 411 W. Arapaho Road, Richardson, Texas.

**MEMBERS PRESENT:** Ron Taylor, Chairman  
Janet DePuy, Vice Chair  
Marilyn Frederick, Commissioner  
Tom Maxwell, Commissioner  
Stephen Springs, Commissioner  
Ken Southard, Alternate

**MEMBERS ABSENT:** Bill Ferrell, Commissioner  
Randy Roland, Commissioner  
Dorothy McKearin, Alternate

**CITY STAFF PRESENT:** Sam Chavez, Assistant Director – Dev. Svcs. – Planning  
Chris Shacklett, Development Review Manager  
Connie Ellwood, Executive Secretary

**BRIEFING SESSION**

Prior to the start of the regular business meeting, the City Plan Commission met with staff regarding staff reports, agenda items and rezoning initiatives. No action was taken.

**REGULAR BUSINESS MEETING**

**MINUTES**

**1. Approval of minutes of the regular business meeting of May 15, 2018.**

**Motion:** Commissioner Springs made a motion to approve the minutes as presented; second by Commissioner Frederick. Motion approved 6-0.

**VARIANCE**

- 2. Variance 18-01 – CityLine West:** Consider and take the necessary action on a request for approval of a variance from Chapter 21, the Subdivision and Development Code, to allow a lot to be platted without frontage on a dedicated public street or approved private street. The property is located at 155 W. CityLine Drive, at the southwest corner of W. CityLine Drive and Red Moon Way. Applicant: Alex Rathbun, Kimley-Horn and Associates, Inc. / Owner Joe Altemore, BC Station Partners, LP. *Staff: Chris Shacklett*

Mr. Shacklett explained the applicant requested a variance to Chapter 21 of the Subdivision Development Code, Subsection 46 that would allow a lot to be platted

without frontage on a public street or an approved private street. The proposed Lot 3 would lack street frontage, but an access easement would be granted across Proposed Lot 2B to provide access to Red Moon Way.

The subject property is located within the Caruth Transit Oriented Planned Development Code – East (PD). The property was originally zoned PD in 2011 in conjunction with the property on the east side of the DART Rail now known as CityLine. The applicant requested to subdivide the lot into two (2) lots to create a development lot unencumbered by floodplain. The northern lot (Proposed Lot 2B) would be approximately 2.4 acres and would be marketed for future development. The southern lot (Proposed Lot 3) would be approximately 1.2 acres and is currently encumbered by flood plain and steep slopes. This lot would be maintained by the property owners' association; however, it would not have frontage on a public or private street.

Mr. Alex Rathbun, Kimley-Horn and Associates, 13455 Noel Road, Dallas made himself available for questions.

Commissioner Springs inquired about who currently owned the property and who would maintain the non-developable lot.

Mr. Rathbun responded the 3.6 acres as well as the adjacent properties were owned by BC Station Partners, LLC and would be maintained by BC Station Partners, LLC or the BC Station Association.

With no further comments in favor or opposed, Chairman Taylor asked for a motion.

**Motion:** Commissioner Maxwell made a motion to recommend approval Variance 18-01 – CityLine West as presented; second by Vice Chair DePuy. Motion approved 6-0.

### **PUBLIC HEARING**

- 3. Zoning File 18-17 – Wallace Specialty Insurance:** Consider and take the necessary action on a request for approval of a Major Modification of the West Spring Valley PD Planned Development standards related to exterior improvements to an existing non-conforming, 6,000-square foot building located at 640 James Drive, between S. Floyd Road and S. Central Expressway, on the north side of James Drive. Applicant: Sam Ellis, Dallas Design Build. *Staff: Sam Chavez.*

Mr. Chavez explained the subject property was a 6,000-square foot building located within the West Spring Valley Corridor Planned Development District (PD), sub-district A. The PD had restrictive development standards with regard to non-conforming structures. The existing structure was a non-conforming structure because it did not meet the minimum development standards including building height and setbacks. Non-conforming structures could be repaired/maintained, but could not be re-modeled unless

it fully complied with the PD district standards. The applicant proposed to remodel the exterior of the building. The proposed exterior façade materials and the percentages did comply with the PD standards. However, the type of remodeling was not repair or maintenance and therefore fell under a requirement for a Major Modification.

The applicant requested three (3) major modifications for the subject property to improve the exterior façade of the building located on the North elevation (back of building), South elevation (front of the building), and the East elevation. The West elevation would remain as is. The proposed updates include:

1. North Elevation –Three (3) new windows would be added. An existing double door would be removed, backfilled with brick, and painted to match the building. The applicant felt the additional windows and the removal of the double door would improve security for the north side of the building.
2. South Elevation – The upper metal fascia would be removed and horizontal wooden slats would be added. Stucco under the new metal canopy would be added. One (1) storefront glass panel would be removed and replaced with a new stucco panel. The south elevation was the front elevation; therefore, the proposed modifications reflects an upgrade to the appearance to the facility.
3. East Elevation – A window would be added on the north end of the building. An existing glass door would be replaced with two (2) new windows. The addition of the new windows and removal of the glass door would eliminate an additional entry point into the facility.

Mr. Chavez concluded by stating should the Commission recommend approval of the applicant's request; the proposed major modifications would be unique to this site only and would only apply to the items being requested. In addition, the proposed modifications would not be applicable to future additions or to future redevelopment of the site. At the time of redevelopment, the site would be required to comply with the District standards or seek additional Major Modifications as permitted in the District.

Commissioner Springs asked for clarity on the use of the property and what it would be changed from.

Mr. Chavez responded that it would be changed from storage and warehouse to office space. No automotive.

With no questions for staff, Chairman Taylor opened the public hearing.

Mr. Sam Ellis, Dallas Design Build, 6916 Echo Canyon, McKinney stated he was available to answer any questions.

No further questions were asked of the staff and no further comments, in favor or opposed, were received; therefore, Chairman Taylor closed the public hearing.

**Motion:** Commissioner Depuy made a motion to recommend approval Zoning File 18-17 Wallace Specialty Insurance as presented; second by Commissioner Frederick. Motion approved 5-1 (Maxwell opposed).

**ADJOURN**

With no further business before the Commission, Chairman Taylor adjourned the regular business meeting at 7:10 p.m.

---

Ron Taylor, Chairman  
City Plan Commission

APPROVED