

**MINUTES OF THE REGULAR MEETING
OF THE PLANNING AND ZONING COMMISSION
OF THE CITY OF ROWLETT, TEXAS, HELD IN THE MUNICIPAL CENTER
4000 MAIN STREET, AT 7:04 P.M., FEBRUARY 23, 2010**

PRESENT: Chairman Rick Sheffield, Vice-Chairman Greg Peebles,
Commissioners Joe Charles, Greg Landry, Chris Cigainero

ALSO PRESENT: Alternate Robert Kittrell, Karl Crawley

ABSENT: Commissioner Charles Alexander

STAFF PRESENT: Planning Manager Erin Jones, Sr. Administrative Assistant Kendra
Frederick

Present:

Applicant John Kotrofi
621 Sunset Hill Dr.
Rockwall, TX 75087

Owner Tony Morrison
9418 Timberleaf Dr.
Dallas, TX 75243

A. CALL TO ORDER

Chairman Rick Sheffield called the meeting to order at 7:04 p.m.

B. CONSENT AGENDA

1. **Minutes of the Regular Meeting of November 10, 2009.**
2. **Minutes of the Regular Minutes of January 26, 2010.**

Vice-Chairman Greg Peebles made a motion to approve the minutes of the November 10, 2009 meeting and the January 26, 2010 meeting. Commissioner Greg Landry seconded the motion. Motion passed with a 7-0 vote.

C. REGULAR ITEMS

1. **Conduct a Public Hearing and take appropriate action on a Conditional Use Permit (CUP) application for outdoor sales in order to construct a 250± square foot, unmanned, ice and water vending structure in the parking lot of the Big Lots Shopping Center. The subject property is located at 3701 Lakeview Parkway, being a portion of Lot 2, Block 1 of the A.S.P.I Number 1 Subdivision.**

Erin Jones came forward and spoke of the differences between the Red Box vending machine located at Walgreens and the proposed Ice House in the Big Lots Shopping Center. Both structures are considered retail structures, unmanned and require a Conditional Use Permit. The applicant is willing to meet all masonry requirements. Applicant John Kotrofi came forward to speak of the benefits that the ice house

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offers to citizens and the success he has had with the ice house in other cities. Commissioners expressed concerns regarding site location, disposal of trash, accepted forms of payment, and dispensing of water. Owner Tony Morrison came forward to speak about the design of a particular ice house built in Waxahachie, TX and provided a picture to the commissioners. The design of the building covers all roof equipment and he stated that they would be willing to do a similar design in Rowlett. Commissioner Greg Landry summarized that there seems to be unanswered questions regarding relocating on the site, signage, screening of the roof equipment, and façade requirements and suggests tabling the item until further notice. Vice-Chairman Greg Peebles made a motion to table the item to a future meeting. Commissioner Greg Landry seconded the motion. Motion carried with a 6-1-0 vote with Commissioner Joe Charles casting the opposing vote.

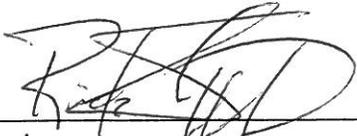
2. Conduct a Public Hearing and take appropriate action on the request of the City of Rowlett to make text amendments to the Rowlett Development Code.

Erin Jones came forward to present this request. She stated that in an effort to be proactive staff is recommending an addition to the RDC to allow temporary signage for businesses affected by roadway construction. The commissioners raised concerns regarding fees for sign permits, the number and size requirements and who would monitor and approve the temporary signs under this provision. Ms. Jones stated that staff discussed the issue of charging a permit fee; however, without a fee there is no incentive for property owners to apply for a permit. Without a permit staff cannot control what goes up and will not have contact information for the owner of the signs. She stated that property owners will be permitted to apply for more than one sign under one permit fee. She went on to add that the new provision is intentionally vague in order to allow for flexibility. Approval of sign permits pertaining to roadway construction will be at the discretion of the Building Official. He will take into consideration safety as it pertains to construction workers, drivers, and pedestrians when considering and approving sign permit applications. She added that appeals of staff decisions will be to the Board of Adjustment.

Ms. Jones stated that staff is also proposing changes to residential accessory structures. There was a brief discussion amongst the commissioners. With no other questions Chairman Sheffield opened the public hearing. With no one present to speak the public hearing was closed. Commissioner Greg Landry made a motion to recommend approval of the RDC revisions to the City Council with the exception that E.7 under subchapter 77:303 be removed; Commissioner Chris Cigainero seconded the motion. The motion passed with a 7/0 vote.

D. ADJOURNMENT

Chairman Rick Sheffield adjourned the meeting at 7:36 p.m.



Chairman



Secretary