

**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 7:00 P.M., JULY 24, 2012**

PRESENT: Chairman Rick Sheffield Vice-Chairman Greg Landry; Commissioners Rosalind Jeffers, Greg Peebles, Charles Alexander

ALSO PRESENT: Alternate Jonas Tune (voting member)

ABSENT: Commissioners Joe Charles, Karl Crawley; Alternate Ronald Meyer

STAFF PRESENT: Planning Director Erin Jones, Planner I Michele Berry, Development Services Technician Ashley McCoy

A. CALL TO ORDER

Chairman Rick Sheffield called the meeting to order at 7:11 p.m.

B. CONSENT AGENDA

1. **Minutes of the Regular Meeting of July 10, 2012**
2. **Minutes of the Special Meeting of July 12, 2012**
3. **Minutes of the Joint Work Session with City Council of July 12, 2012**
4. **Consider and take appropriate action on a Preliminary Plat Application. The subject property is located at 2799 Singleton Street, being a 1.04 acre unplatted portion of the S A & M G RR Survey, Abstract 1407, Tract 4.4, Page 720, Dallas County, Texas (PP12-599).**

Commissioner Greg Peebles made a motion to approve the Consent Agenda with the correction of Scribner's errors on the minutes. Vice-Chairman Greg Landry seconded the motion and it passed with a 6-0 vote.

C. ITEMS FOR INDIVIDUAL CONSIDERATION

1. **Conduct a public hearing and take action on a modification to a Conditional Use Permit to allow a 2,016 square foot additional building for a "Kennel or veterinary office (with no outside pens or runs)" in the General Commercial Zoning District. The subject property is located at 5620 Rowlett Road, being a 0.56 acre portion of U Matthusen Abstract 1017, Tract 13, Page 470, and also part of Abstract 225, Dallas County, Texas (CUP12-600).**

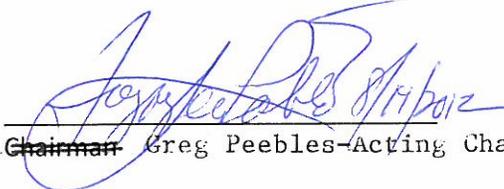
Michele Berry, Planner I came forward to present the case. She presented a location map and stated that the applicant was a current business in the City that wished to expand their building on the current lot. She noted that they had previously been granted a CUP for their business in 2006 but the expansion required the CUP to be amended. Ms. Berry presented a concept plan showing the addition on the property stated that staff would recommend approval with the condition that five additional parking spaces be obtained either through a shared parking agreement or by adding them on to the site. She noted that one response was received in favor of the request. Commissioner Peebles stated that he did not have any concerns about parking in the

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area and Vice- Chairman Landry inquired about the possibility of constructing the additional parking along the front property line. Ms. Berry stated that it was one option that the applicant and Staff were discussing. Vice-Chairman Landry asked if Staff had considered allowing a reduced parking standard and Ms. Berry responded that Staff would consider an Alternative Parking Study to be approved by the Planning Director in conjunction with a few additional parking spaces along the front property line. Chairman Sheffield noted in the minutes from the CUP approval in 2006 that a shared parking agreement was discussed and Ms. Berry stated that Staff had looked into that but was unable to find the filed documents of any agreement. Chairman Sheffield opened the public hearing and recognized Dr. Laurie McKelroy, 8810 Shipman, Rowlett, TX to speak as the applicant. Dr. McKelroy described the history of her business and gave a brief overview of the services they provided. Chairman Sheffield closed the public hearing and Vice-Chairman Landry inquired how the additional parking need would be handled through the CUP and Planning Director Erin Jones stated that the Commission could impose the condition that the additional parking requirements be satisfied before a building permit can be issued. Alternate Jonas Tune made a motion to approve the Conditional Use Permit to allow a 2,016 square foot additional building for a "Kennel or veterinary office (with no outside pens or runs)" in the General Commercial Zoning District with the condition that a shared parking agreement be signed and filed or that the addition of onsite parking be achieved to include one handicap accessible space prior to issuance of a building permit. Commissioner Alexander seconded the motion and the motion passed with a 6-0 vote.

D. ADJOURNMENT

Chairman Rick Sheffield adjourned the meeting at 7:25 p.m.

 8/14/2012
~~Chairman~~ Greg Peebles-Acting Chair Secretary 