TOWN COUNCIL
AND THE
PLANNING AND ZONING COMMISSION,
SPECIAL JOINT
MEETING MINUTES
June 28, 2012

The Town Council and Planning and Zoning Commission met in special joint session on Thursday, June 28, 2012 at 7:00 P.M. at 372 Town Place, Fairview, Texas. Those present were Council Members Sim Israeloff, Carolyn Sommers Erickson, Jim Cunningham, Henry Lessner and Mary Price. Planning and Zoning Commission Members Brayton Campbell, Brad Northcutt, Renee Powell, Debbie Flood, and Paul Hendricks. Interim Town Manager Julie Couch; Town Engineer, James Chancellor; Community Development Manager, Ray Dunlap; Planning Director, Alan Efrussy; Budget and Management Analyst, Adam Wilbourn; Special Projects Intern, Ken Schmidt; Town Secretary, Michelle Lewis Sirianni and Town Attorney, Clark McCoy. Council Members Ron Kasian and Darion Culbertson, Planning and Zoning Commission Members Ricardo Doi and Tom Supan were absent.

Mayor Israeloff called the meeting to order at 7:09 p.m. and declared a quorum was present.

Chairman Campbell called the Planning and Zoning Commission meeting to order at 7:09 p.m. and declared a quorum was present.

<u>EVENT/CONFERENCE CENTER</u>: Consider adoption of a resolution approving a project of the Town of Fairview Community Development Corporation and the Town of Fairview Economic Development Corporation; approving the expenditure of funds by the Corporations in connection therewith; and containing other provisions related thereto. (2nd reading). (First reading conducted 6/5/12).

Ms. Couch stated there have been no changes and council may proceed with the project.

Councilwoman Price made a motion to approve a resolution approving a project of the Town of Fairview Community Development Corporation and the Town of Fairview Economic Development Corporation; approving the expenditure of funds by the Corporations in connection therewith; and containing other provisions related thereto. Seconded by Mayor Pro Tem Lessner, with all in favor.

CONCEPT PLAN CONFERENCE CENTER: Conduct a public hearing and take action regarding a Concept Plan for a conference center located east of Watertower Way, north of Southwind Lane, west of South State Highway 5, and south of Indian Springs Road within the Commercial Planned Development District (CPDD), subzone K

Mr. Schmidt introduced this item stating that since this project is not a multi-phase development and is a single phase development, and the applicant is submitting a Site Plan that contains all the requirements within a Concept Plan, the applicant has the option to waive the Concept Plan submittal, which they have so requested.

Mayor Israeloff opened the public hearing. No comments were made and the public input section of the meeting was closed.

Chairman Campbell opened discussion to the commission members.

Commissioner Northcutt asked if any materials, dimensions, or elevations of the building have changed. The applicant, Mr. Bill Bowser, responded that the only changes to the building is that the location of the building has changed with the long side sitting east to west and the narrow side sitting north to south.

Commissioner Powell made a motion to approve the Concept Plan for a conference center located east of Watertower Way, north of Southwind Lane, west of South State Highway 5, and south of Indian Springs Road within the Commercial Planned Development District (CPDD), subzone K. Commissioner Flood seconded that motion and the motion was unanimously approved.

Mayor Israeloff opened discussion to council. No further comments were made.

Mayor Pro Tem Lessner made a motion to approve the Concept Plan for the conference center. Seconded by Councilman Cunningham, with all in favor.

SITE PLAN CONFERENCE CENTER: Conduct a public hearing and take action regarding a Site Plan for a conference center located east of Watertower Way, north of Southwind Lane, west of South State Highway 5, and south of Indian Springs Road within the Commercial Planned Development District (CPDD), subzone K.

Mr. Schmidt introduced this item stating that the proposed conference center will be located on the parcel immediately adjacent to and to the south of town hall, which is currently comprised of 7.287 acres in size and owned by MG Herring Group. Mr. Schmidt stated that the conference center will only occupy 1.81 acres of the parcel, which will require the town to replat the property. Mr. Schmidt stated that town staff has extensively reviewed the Site Plan and identified some improvements that the approval should be conditioned upon. Mr. Schmidt outlined the improvements for the Site, Landscaping, and Lighting Plan, which also included the Architectural Requirements and Public Art requirements.

Mr. Schmidt stated that the developer did not include a sign plan, which will need to be submitted and reviewed; changes to the parking include eliminating five parking spots in order to provide additional landscaped parking medians with the J.C. Penny parking lot to serve as a spillover parking lot.

Councilman Cunningham asked if the town had spoken to J.C. Penney regarding the parking. Mr. Schmidt responded that they don't foresee it being an issue and it would be potentially attracting business to them. Mayor Israeloff asked if a cross parking agreement has ever been used in these types of situations. Mr. Efrussy responded they are typically not necessary.

Mr. Schmidt stated that the developer will also need to meet the ADA requirements for handicapped van parking and provide on-site parking for seven bicycles since the center is within the CPDD, as well as repositioning and requiring an additional fire hydrant to provide for sufficient fire suppression.

Mr. Schmidt stated in regards to the Landscape Plan, staff is requesting the applicant to change three types of plantings since they are not within the CPDD plantings chart, to increase the size of the submitted trees to at least 3" – 5" caliper, and to move a tree due to line of site issues.

The applicant, Bill Bowser, asked if the council would be opposed to trading some of the islands with diamond medians, and by doing this he could keep parking spaces, but at the same time get more canopy appeal with the trees.

Mr. Schmidt stated the LED lights submitted within the Lighting Plan are consistent with the town's existing LED lights and the staff's only recommendation is to add three lights to the plan and move two to provide for full coverage throughout the parking lot and building entryways.

Council discussed how moving of the lights would affect the photometric plan along with what current lights are within The Village. The council agreed that the plan only needed to come back to council if the lighting plan exceeded the CPDD requirements.

Mr. Schmidt stated the exterior elements of the building including the materials, color, elevation, etc. easily meet the town's requirements; therefore, there are no recommended changes.

Mayor Israeloff opened the public hearing. No comments were made and the public input section of the meeting was closed.

Chairman Campbell opened discussion to the commission members. Commissioner Northcutt asked what sides of the building would the name be displayed. Mr. Bowser responded the north and south sides.

Commissioner Hendricks made a motion to approve the Site Plan for a conference center located east of Watertower Way, north of Southwind Lane, west of South State Highway 5, and south of Indian Springs Road within the Commercial Planned Development

District (CPDD), subzone K conditioned upon staff review of the recommended changes. Commissioner Powell seconded that motion and the motion was unanimously approved.

Mayor Israeloff opened discussion to the council.

Council discussed the different caliper sizes of trees and the differences between each and what they preferred to have in the conference center landscaping. The council agreed that the trees should be a minimum of 3" caliper at breast height if they are not 12' ft. tall; otherwise they prefer 4" at breast height.

Council discussed staff's recommendation of the median landscaping versus the applicant's suggestion of using the diamond pattern. Council consensus was that they would like to see three diamond shaped medians with canopy trees.

Councilwoman Sommers Erickson made a motion to approve the Site Plan for the conference center conditioned upon staff review and recommended changes including their landscape recommendations stated above. Seconded by Councilwoman Price, with all in favor.

REPLAT CONFERENCE CENTER: Conduct a public hearing and take action regarding a Replat for a conference center located east of Watertower Way, north of Southwind Lane, west of South State Highway 5, and south of Indian Springs Road within the Commercial Planned Development District (CPDD), subzone K.

Mr. Schmidt stated that the conference center will only occupy 1.81 acres out of the 7.287 acres that is currently owned by the MG Herring group; therefore, a Replat of the property will be needed. Mr. Schmidt stated that there are administrative errors that need to be corrected, but otherwise it has met town requirements.

Mayor Israeloff opened the public hearing. No comments were made and the public input section of the meeting was closed.

Mr. Schmidt stated that the public art requirement will also need to be addressed and staff will ask for direction for the Town Council for this project.

Chairman Campbell opened discussion to commission members. No comments were made.

Commissioner Powell made a motion to approve the Replat for a conference center located east of Watertower Way, north of Southwind Lane, west of South State Highway 5, and south of Indian Springs Road within the Commercial Planned Development District (CPDD), subzone K conditioned upon staff review. Commissioner Northcutt seconded that motion and the motion was unanimously approved.

Mayor Israeloff opened discussion to council. No further comments were made.

Mayor Pro Tem Lessner made a motion to approve the Replat for a conference center. Seconded by Councilwoman Price, with all in favor.

Chairman Campbell adjourned the Planning and Zoning Commission meeting at 8:33 p.m.

At 8:34 p.m. Town Council recessed into executive session.

At 10:06 p.m. Town Council reconvened back into regular session and no further actions were taken.

Mayor Israeloff adjourned the meeting at 10:07 p.m.

Sim Israeloff

SIM ISRAELOFF, MAYOR

ATTEST:

Michelle Lewis Sirianni

Michelle Lewis Sirianni, Town Secretary

TOWN OF FAIRVIEW