

**MINUTES**  
**JOINT MEETING OF THE PLANNING AND ZONING COMMISSION AND**  
**TRANSPORTATION BOARD**  
**AUGUST 4, 2020**

**PLANNING AND ZONING COMMISSION MEETING**

**Item 1:**

The Lewisville Planning and Zoning Commission meeting was called to order at 6:30 P.M. on Tuesday, August 4, 2020, by Vice-Chairman MaryEllen Miksa through Zoom Virtual Meeting.

Planning and Zoning Commission Members present: William Meredith (Teleconference); John Lyng (Teleconference); MaryEllen Miksa, Vice-Chairman (Teleconference); Alvin Turner (Teleconference); Karen Locke (Teleconference); Erum Ali (Teleconference) and Francisca Al-waely (Teleconference).

City Staff members present: Richard Luedke, Planning Director (Teleconference); Michele Berry, Planning Manager (Teleconference) and Jonathan Beckham, Senior Planner (Teleconference).

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**Item 2:**

The second item on the agenda was the selection of Chairman, Vice-Chairman, and ZBOA Representative. A motion was made by William Meredith to nominate MaryEllen Miksa as Chairman, seconded by Karen Locke. The motion passed unanimously (7-0). A motion was made by Karen Locke to nominate William Meredith as Vice-Chairman, seconded by Erum Ali. The motion passed unanimously (7-0). A motion was made by Karen Locke to nominate John Lyng as ZBOA Representative, seconded by Francisca Al-waely. The motion passed unanimously (7-0).

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**Item 3:**

The third item on the agenda was to approve the minutes from the July 21, 2020, meeting. A motion was made by Erum Ali to approve the minutes as presented, seconded by John Lyng. The motion passed unanimously (7-0).

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**Item 4:**

Regular Hearing – Plats were next on the agenda. There were four items for consideration:

- A. Development Plan/Preliminary Plat of Lewisville Corporate Center Addition, Lot 2, Block A; on 6.641 Acres out of the Steven Riggs Survey, Abstract Number 1088; Zoned Planned Development – Mixed Use (PD-MU) District; Located on the West Side of State Highway 35 East (I-35E), Approximately 850 Feet South of Justin Road (F.M. 407), Being a Replat of Lot 2, Block A, Lewisville Corporate Center Addition.

Staff gave a brief overview of the proposed development plan/preliminary plat with a recommendation of disapproval due to deficiencies and a recommendation to delegate to staff the

ability to accept and approve the development plan/preliminary plat once the listed deficiencies are corrected. Once the deficiencies listed are corrected the approved development plan/preliminary plat will be brought to the Chairman for signature. No comments were received prior to the meeting and no one at the meeting indicated a desire to speak. *A motion was made by William Meredith to disapprove the development plan/preliminary plat and grant staff the ability to accept and approve the development plan/preliminary plat. The motion was seconded by John Lyng. The motion passed unanimously (7-0).*

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- B. Final Plat of South Village Addition, Lot 2R2R, Block A; on 0.214 Acres out of the J.W. King Survey, Abstract Number 696; Zoned General Business (GB) District and Old Town Mixed Use Two (OTMU2) District; Located on the West Side of South Mill Street Approximately 300 Feet South of Elm Street, A Portion Being a Replat of Lot 2R2, Block A, South Village Addition.

Staff gave a brief overview of the proposed final plat with a recommendation of disapproval due to deficiencies and a recommendation to delegate to staff the ability to accept and approve the plat once the listed deficiencies are corrected. Once the deficiencies listed are corrected the approved plat will be brought to the Chairman for signature. No comments were received prior to the meeting and no one at the meeting indicated a desire to speak. *A motion was made by Karen Locke to disapprove the final plat and grant staff the ability to accept and approve the final plat. The motion was seconded by Erum Ali. The motion passed unanimously (6-0).*

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- C. Final Plat of Castle Hills Golf Villas Phase III Addition, with Five Variances, Containing 15 Residential Lots and 4 Open Space Lots; on 2.171 Acres, Out of the P.R. Splane Survey, Abstract No. 1212, and J.T. Dooley Survey, Abstract No. 343; With Townhouse Two Zoning Designation (TH-2) and Estate Townhouse Zoning Designation (ETH); Located at the Southeast Corner of Lady of the Lake Boulevard and Sir Lovel Lane.

Staff gave a brief overview of the proposed final plat with a recommendation of disapproval due to deficiencies and a recommendation to delegate to staff the ability to accept and approve the plat once the listed deficiencies are corrected. Once the deficiencies listed are corrected the approved plat will be brought to the Chairman for signature. No comments were received prior to the meeting and no one at the meeting indicated a desire to speak. *A motion was made by William Meredith to disapprove the final plat and grant staff the ability to accept and approve the final plat. The motion was seconded by Alvin Turner. The motion passed unanimously (7-0).*

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- D. Continued - Preliminary Plat of Parker Place Addition, Containing 131 Residential Lots and 3 Open Space Lots; on 24.120 Acres, Out of the B.B.B. and C.R.R. Survey, Abstract No. 180, J. Johnson Survey, Abstract No. 1609, and A. Singleton Survey, Abstract No. 1138; Zoned Planned Development – Estate Townhouse District (PD – ETH); Located at the Northeast Corner of Windhaven Parkway and Parker Road (F.M. 544).

Staff gave a brief overview of the proposed preliminary plat with a recommendation of disapproval due to deficiencies and a recommendation to delegate to staff the ability to accept and approve the

plat once the listed deficiencies are corrected. Once the deficiencies listed are corrected the approved plat will be brought to the Chairman for signature. No comments were received prior to the meeting and no one at the meeting indicated a desire to speak. A motion was made by Erum Ali to disapprove the preliminary plat and grant staff the ability to accept and approve the preliminary plat. The motion was seconded by Karen Locke. The motion passed unanimously (7-0).

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**Item 5:**

Public Hearings were next on the agenda. There was one item for consideration:

- A. **Public Hearing:** Consideration of a Special Use Permit for a Self-Storage/Mini Warehouse; on Approximately 3.57 Acres, Legally Described as Lot 1, Block A, 121 East Addition, Located at 2391 East State Highway 121 Business, Zoned Light Industrial District (LI); as Requested by Arlyn Samuelson, Westwood Professional Services, on behalf of Rick Jones, Advantage 121 Storage LP, the Property Owner. (Case No. 20-04-1-SUP).

Staff gave a brief overview of the proposed special use permit request and recommended approval as presented. Chairman MaryEllen Miksa then opened the public hearing. The property owner and applicant were present via Teleconference and were available for questions. With no one else coming forward to speak, the public hearing was then closed. A motion was made by William Meredith to recommend approval of the special use permit request. The motion was seconded by Francisca Al-waely. The motion passed unanimously (7-0). Staff indicated that the item would appear before the Lewisville City Council on Monday, September 14<sup>th</sup>, 2020, for a second public hearing and final decision.

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**Item 6:**

Other Business was next on the agenda. There was one item for discussion:

- A. The Transportation Board will meet following the Planning and Zoning Commission Meeting.

Chairman MaryEllen Miksa gave a brief statement regarding the Transportation Board meeting following the adjournment of the Planning and Zoning Commission meeting.

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There being no other business to discuss, the Planning & Zoning Commission meeting was adjourned at 6:52 P.M.

Respectfully Submitted,

Approved,

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Michele Berry, AICP  
Planning Manager

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MaryEllen Miksa, Chairman  
Planning and Zoning Commission

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## TRANSPORTATION BOARD MEETING

### Item 1:

The Lewisville Transportation Board meeting was called to order at 6:53 P.M. on Tuesday, June 16, 2020, by Chairman MaryEllen Miksa through Zoom Virtual Meeting.

Overlay District Board Members present: MaryEllen Miksa, Chairman (Teleconference); William Meredith (Teleconference); John Lyng (Teleconference); Alvin Turner (Teleconference); Karen Locke (Teleconference); Erum Ali (Teleconference) and Francisca Alwaelly (Teleconference).

City Staff members present: Richard Luedke, Planning Director (Teleconference); Michele Berry, Planning Manager (Teleconference); Jonathan Beckham, Senior Planner (Teleconference); Sagar Medisetty, Traffic Engineer (Teleconference).

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### Item 2:

The second item on the agenda was the selection of Chairman and Vice-Chairman. *A motion was made by MaryEllen Miksa to nominate William Meredith as Chairman, seconded by Karen Locke. The motion passed unanimously (7-0). A motion was made by Karen Locke to nominate Erum Ali as Vice-Chairman, seconded by John Lyng. The motion passed unanimously (7-0).*

### Item 3:

The third item on the agenda was to approve the minutes from the July 7, 2020, meeting. *A motion was made by Erum Ali to approve the minutes as presented, seconded by MaryEllen Miksa. The motion passed unanimously (7-0).*

### Item 4:

Visitors/Citizens Forum was next on the agenda.

No public comment was received.

### Item 5:

Consideration of an Amendment to Section 15-104, Trucks Operation Restricted, of the Lewisville City Code to Extend the Truck Restriction on Church Street to include the block between Mill Street and Kealy Avenue and Make a Recommendation to the City Council Regarding the Amendment.

Staff gave a brief overview of the item and recommended approval as presented. *A motion was made by Erum Ali to recommend approval of the item. The motion was seconded by MaryEllen*

Miksa. The motion passed unanimously (6-0). Member Karen Locke exited the meeting at approximately 7:02 PM and was absent from the vote.

There being no other business to discuss, the Transportation Board meeting was adjourned at 7:06 P.M.

Respectfully Submitted,

Approved,

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Michele Berry, AICP  
Planning Manager

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William Meredith, Chairman  
Transportation Board