



City of Farmers Branch

City Hall
13000 Wm. Dodson Pkwy
Farmers Branch, TX 75234

Electronic Agenda Packet Planning and Zoning Commission

Monday, June 27, 2016

7:00 PM

City Hall

Study Session Meeting to be held at 6:00 PM in Study Session Room

Hard copies of the full Planning and Zoning Commission agenda packet are accessible the Friday prior to every regularly scheduled meeting at the following locations:

- 1) Manske Library
- 2) City Hall

Additionally, the agenda packet is available for download from the City's web site at www.farmersbranchtx.gov. This download may be accessed from any computer with Internet access, including computers at the Manske Library and in the lobby of City Hall.

Any individual who wishes to speak on an agenda item should fill out a Registration Form for Appearance before the Planning and Zoning Commission (white card located in the back of the Council Chambers) and submit the completed card to City Administration member prior to the start of the meeting.

A. STUDY SESSION

- A.1 [TMP-1790](#) Acknowledgment and award to commissioners Charles Beck and Jamie Reed for service in the Planning and Zoning Commission
- A.2 [TMP-1742](#) Presentation of Westside Development.
- A.3 [TMP-1786](#) Discuss regular agenda items.

B. REGULAR AGENDA ITEMS

- B.1 [TMP-1785](#) Consider approval of the Attendance Matrix for the Planning and Zoning Commission as presented and take appropriate action.
- B.2 [TMP-1787](#) Consider approval of the June 13, 2016 Planning and Zoning Commission minutes and take appropriate action.

C. PUBLIC HEARING

- C.1 [16-SU-11](#) Consider a request from Gysat ventures LLC (Escape This) for a Specific Use Permit for a commercial indoor amusement facility located at 4372 Spring Valley and take appropriate action.
- C.2 [16-SU-13](#) Consider a request from Parish Episcopal School for a Specific Use Permit (SUP) for an addition of a Multipurpose Activity Center, Performance Hall/Center and Soccer Field at their existing private school located at 4101 Sigma Road and take appropriate action.

D. ADJOURNMENT

Farmers Branch City Hall is wheelchair accessible. Access to the building and special parking are available at the main entrance facing William Dodson Parkway. Persons with disabilities planning to attend this meeting who are deaf, hearing impaired or who may need auxiliary aids such as sign interpreters or large print, are requested to contact the City Secretary at (972) 919-2503 at least 72 hours prior to the meeting.

Certification

I certify that the above notice of this meeting was posted at least 72 hours prior to the scheduled meeting time, in accordance with the Open Meetings Act, on the bulletin board at City Hall.

Approved to Post: _____
 City Secretary

Stamp:

Posted By: Kenecia Brown

Date Posted: _____



City of Farmers Branch

Farmers Branch City Hall
13000 Wm Dodson Pkwy
Farmers Branch, Texas
75234

Staff Report

File Number: TMP-1790

Agenda Date: 6/27/2016

Version: 1

Status: Study Session

In Control: Planning and Zoning Commission

File Type: Report

Agenda Number: A.1

**Acknowledgment and award to commissioners Charles Beck and Jamie Reed
for service in the Planning and Zoning Commission**



City of Farmers Branch

Farmers Branch City Hall
13000 Wm Dodson Pkwy
Farmers Branch, Texas
75234

Staff Report

File Number: TMP-1742

Agenda Date: 6/27/2016

Version: 1

Status: Study Session

In Control: Planning and Zoning Commission

File Type: Report

Agenda Number: A.2

Presentation of Westside Development.



City of Farmers Branch

Farmers Branch City Hall
13000 Wm Dodson Pkwy
Farmers Branch, Texas
75234

Staff Report

File Number: TMP-1786

Agenda Date: 6/27/2016

Version: 1

Status: Study Session

In Control: Planning and Zoning Commission

File Type: Report

Agenda Number: A.3

Discuss regular agenda items.



City of Farmers Branch

Farmers Branch City Hall
13000 Wm Dodson Pkwy
Farmers Branch, Texas
75234

Staff Report

File Number: TMP-1785

Agenda Date: 6/27/2016

Version: 1

Status: Regular Agenda

In Control: Planning and Zoning Commission

File Type: Report

Agenda Number: B.1

Consider approval of the Attendance Matrix for the Planning and Zoning Commission as presented and take appropriate action.

BACKGROUND:

As stated in the City of Farmers Branch Ethics Handbook for Elected Officials & Advisory Board Members, all appointed members should make every effort to attend all regularly scheduled meetings. Any member failing to attend three (3) consecutive meetings without being excused for good cause may be removed by City Council. By excusing an absence the Commissioner is not penalized with using one of the three unexcused absences allowed in the Charter.

DISCUSSION:

A Comprehensive Attendance Matrix has been developed to keep record of these excused and unexcused absences.

Planning and Zoning Commission
2016 Attendance Record

	Beck	Blackson	Brewer	De Los Santos	Hardie	Honnoll	O'Quinn	Reed	Yarbrough
Jan 11	◆	◆	◆	◆	◆	◆	◆	◆	
Jan 25	◆	◆	◆	◆	◆	◆	◆	◆	
Feb 8	✓	◆	◆	◆	◆	✓	◆	◆	
Feb 22	◆	◆	◆	◆	◆	◆	◆	◆	
Mar 14	◆	✓	◆	✓	◆	✓	◆	◆	
Apr 11	◆	✓	◆	◆	◆	✓	◆	◆	◆
Apr 25	◆	◆	◆	◆	◆	✓	✓	◆	◆
May 9	◆	◆	◆	◆	◆	✓	◆	◆	◆
May 23	Meeting Canceled								
Jun 13	◆	◆	◆	◆	◆	✓	◆	◆	✓
Jun 27									
Jul 11									
Jul 25									
Aug 8									
Aug 22									
Sep 12									
Sep 26									
Oct 10									
Oct 24									
Nov 14									
Nov 28*									
Dec 12									
Dec 27*									

◆ Present ✓ Excused ✗ Unexcused



City of Farmers Branch

Farmers Branch City Hall
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Farmers Branch, Texas
75234

Staff Report

File Number: TMP-1787

Agenda Date: 6/27/2016

Version: 1

Status: Regular Agenda

In Control: Planning and Zoning Commission

File Type: Minutes

Agenda Number: B.2

Consider approval of the June 13, 2016 Planning and Zoning Commission minutes and take appropriate action.



Meeting Minutes

Planning and Zoning Commission

Monday, June 13, 2016

7:00 PM

City Hall

Study Session Meeting to be held at 6:00 PM in Study Session Room

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Any individual who wishes to speak on an agenda item should fill out a Registration Form for Appearance before the Planning and Zoning Commission (white card located in the back of the Council Chambers) and submit the completed card to City Administration member prior to the start of the meeting.

A. STUDY SESSION

- Absent** 2 - Commissioner David Honnoll, and Commissioner Tim Yarbrough
- Present** 7 - Commissioner Jamie Reed, Commissioner Sergio De Los Santos, Vice Chairman Chuck Beck, Commissioner Bronson Blackson, Commissioner Jason O'Quinn, Chairman Nancy Hardie, and Commissioner Chris Brewer
- Staff** 3 - Andy Gillies Director of Community Services, Alexis Jackson Senior Planner, and Kenecia Brown Administrative Assistant I

A.1 [TMP-1741](#) Discuss future officers for the Planning and Zoning Commission.

A.2 [TMP-1757](#) Discuss regular agenda items.

B. REGULAR AGENDA ITEMS

Chairperson Hardie calls the meeting to order at 7:00 pm.

B.1 [TMP-1753](#) Consider approval of the Attendance Matrix for the Planning and Zoning Commission as presented and take appropriate action.

A motion was made by Commissioner Blackson, seconded by Commissioner Brewer, that the Attendance Matrix be approved as presented. The motion carried by the following vote:

Aye: 7 - Commissioner Jamie Reed, Commissioner Sergio De Los Santos, Vice Chairman Beck, Commissioner Bronson Blackson, Commissioner Jason O'Quinn, Chairman Hardie and Commissioner Chris Brewer

B.2 [TMP-1752](#)

Consider approval of the May 9, 2016 Planning and Zoning Commission minutes and take appropriate action.

A motion was made by Commissioner Blackson, seconded by Commissioner De Los Santos, that the Minutes be approved. The motion carried by the following vote:

Aye: 7 - Commissioner Jamie Reed, Commissioner Sergio De Los Santos, Vice Chairman Beck, Commissioner Bronson Blackson, Commissioner Jason O'Quinn, Chairman Hardie and Commissioner Chris Brewer

C. PUBLIC HEARING

C.1 [16-SU-10](#)

Consider a request from Crown Castle USA for a Specific Use Permit to replace the expired Interm SUP for the existing cellular monopole tower located at 4515 LBJ Freeway and take appropriate action.

Alexis Jackson, Planning Manager, gave a brief presentation stating that the proposed site is located north of LBJ Fwy and west of Welch Rd. Located within PD-40, which requires a specific use permit for telecommunication towers, the site is surrounded by Commercial and Light Industrial uses. On January 8, 2011 the existing Interim Specific Use Permit expired; the applicant is currently requesting a new Specific Use Permit that does not have an expiration date. The proposed site plan includes an existing 65 ft. telecommunications tower, ground equipment, transformer, and an approximately 800 sq. ft. lease area. The applicant is proposing to extend the telecommunications tower an additional 15 ft. The site does not require any additional parking. The property is owned by Dallas County and Crown Castle is the tower owner / manager. 11 notification letters were mailed to surrounding properties within 200 ft. of the site; no letters of opposition were received.

Mr. Vince Huebinger, representative for Crown Castle, approached the podium and gave a brief presentation on the property ownership and the telecommunication tower specifications.

Commissioner De Los Santos asked if the existing tower structure would be able to support the requested 15 ft. extension and if an additional equipment shelter is required to support future equipment. Mr. Huebinger stated that tower can

support the extension noting that a structural analysis is conducted on each tower modification to ensure that it meets current City codes, wind loads, etc. Mr. Huebinger also stated that AT&T will utilize the current space within the equipment shelter, however if another carrier is using the tower, additional shelter space may be created by moving the transformer or by submitting a request to Dallas County to extend the ground area. Commissioner De Los Santos asked if the structure will be painted after the 15 ft. extension is added. Mr. Huebinger stated that the structure extension will be painted to match the existing tower.

Commissioner Blackson asked for details of the construction schedule. Mr. Huebinger stated that there are no plans for an extension of the tower height at this point.

Commissioner O'Quinn asked if the applicant has signed a new lease with Dallas County and if the lease is a continuation from the agreement with REI. Mr. Huebinger stated that a new lease has been executed and Dallas County approved a change of ownership to include the terms of the lease agreement that was signed by REI. Once the three year term has expired, REI will be able to negotiate the renewal terms with Dallas County.

Chairperson Hardie asked if anyone from the public audience had questions or comments regarding this case; there being none, Chairperson Hardie closed the public hearing and asked the Commissioner to make a motion.

A motion was made by Commissioner Blackson, seconded by Commissioner De Los Santos, that this Specific Use Permit be recommended for approval. The motion carried by the following vote:

Aye: 7 - Commissioner Jamie Reed, Commissioner Sergio De Los Santos, Vice Chairman Beck, Commissioner Bronson Blackson, Commissioner Jason O'Quinn, Chairman Hardie and Commissioner Chris Brewer

C.2 [16-SU-08](#)

Consider a request from Pillar Income Asset Management to repeal and terminate the existing Specific Use Permit allowing a gas well drilling facility at 11500 Mathis Drive and take appropriate action.

Andy Gillies, Community Service Director, gave a brief presentation stating that the existing 4.5 acre site runs along the edge of a rail spur that curves into the Industrial Park and ties in with the Burlington Northern spur piece along the Eastside. Current site development includes an expansion of the existing lake on the northern portion of the property into the southern portion, a water feature runs through the property, and the completion of the Knightsbridge residential community in the earlier part of 2016. In 2008, Trinity East, LLC explored three gas well sites on the Westside: Mathis Dr., Mercer Parkway, and a gas compressor site along the LBJ rail line. The original proposed site plan for the facility at Mathis Dr. included up to 16 gas wells and a 1.5 acre fracking pond along the rail spur. The gathering lines and easements that were originally proposed as connectors between the three gas well sites have expired. Due to various market changes and recent residential zoning activity, further development of the gas well site has slowed; Staff recommends that the current SUP be repealed. 10 notification letters

were mailed to surrounding properties within 200 ft. of the site; no letters of opposition were received.

Chairperson Hardie asked the applicant if they desired to make a presentation; the applicant declined, noting that they would be open to answer any questions that the Commission may ask. There being no questions from the Commission or public audience, Chairperson Hardie closed the public hearing and asked for a motion.

A motion was made by Commissioner O'Quinn, seconded by Commissioner Brewer, that this Specific Use Permit Repeal be recommended for approval. The motion carried by the following vote:

Aye: 7 - Commissioner Jamie Reed, Commissioner Sergio De Los Santos, Vice Chairman Beck, Commissioner Bronson Blackson, Commissioner Jason O'Quinn, Chairman Hardie and Commissioner Chris Brewer

C.3 [16-SU-09](#)

Consider a request from Centurion American to repeal and terminate the existing Specific Use Permit allowing a gas well drilling facility at 12651 Mercer Parkway and take appropriate action.

Andy Gillies, Community Service Director, gave a brief presentation stating that the 4.2 acre tract is the western-most gas well site that is located within PD-88, which has been rezoned as PD-99 in March 2016. In 2008, Trinity East, LLC explored three gas well sites on the Westside: Mathis Dr., Mercer Parkway, and a gas compressor site along the LBJ rail line. The originally proposed site plan for the facility at Mathis Dr. included a 1.5 acre fracking pond along the rail spur. The gathering lines and easements that were originally proposed as connectors between the three gas well sites have expired. The Mercer Parkway gas well site is currently bordered to the west by a levy that is owned by the Valwood Improvement District and to the southwest by pump stations. The 600 ft. no build zone also effects a proposed school site and residential development to the north. To eliminate the issue of a gas well site in close proximity to ongoing residential development, the property owner is requesting to repeal the existing Specific Use Permit. 6 notification letters were mailed to surrounding properties within 200 ft. of the site; no letters of opposition were received.

Commissioner Blackson asked if Trinity East will have any recourse with the railroad commission once the existing SUPs for the gas well sites are repealed. Mr. Gillies stated that this repeal request may not limit all options for Trinity East to pursue land holdings within PD-99. However, no current applications have been submitted with the railroad commission for drilling in the area and removal of the property rights for the gas well sites will reduce the company's opportunities to operate gas wells in the area. Mr. Gillies stated that if Trinity East wishes to operate a gas well site at a later date, they will be required to complete the specific use permit approval process through the City.

Chairperson Hardie asked the applicant if they desired to make a presentation; the applicant declined. There being no questions from the Commission or public audience, Chairperson Hardie closed the public hearing and asked for a motion.

A motion was made by Commissioner Brewer, seconded by Commissioner Blackson, that this Specific Use Permit Repeal be recommended for approval. The motion carried by the following vote:

Aye: 7 - Commissioner Jamie Reed, Commissioner Sergio De Los Santos, Vice Chairman Beck, Commissioner Bronson Blackson, Commissioner Jason O'Quinn, Chairman Hardie and Commissioner Chris Brewer

D. ADJOURNMENT

A motion was made by Commissioner O'Quinn, seconded by Commissioner Blackson, that the meeting be adjourned at 7:26 pm. The motion carried by the following vote:

Aye: 7 - Commissioner Jamie Reed, Commissioner Sergio De Los Santos, Vice Chairman Beck, Commissioner Bronson Blackson, Commissioner Jason O'Quinn, Chairman Hardie and Commissioner Chris Brewer

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Approved to Post: _____
City Secretary

Stamp:

Posted By: Kenecia Brown

Date Posted: _____



City of Farmers Branch

Farmers Branch City Hall
13000 Wm Dodson Pkwy
Farmers Branch, Texas
75234

Staff Report

File Number: 16-SU-11

Agenda Date: 6/27/2016

Version: 1

Status: Regular Agenda

In Control: Planning and Zoning Commission

File Type: Specific Use Permit

Agenda Number: C.1

Consider a request from Gysat ventures LLC (Escape This) for a Specific Use Permit for a commercial indoor amusement facility located at 4372 Spring Valley and take appropriate action.

BACKGROUND:

This site is located within the Light Industrial (LI) zoning district.

RECOMMENDATION:

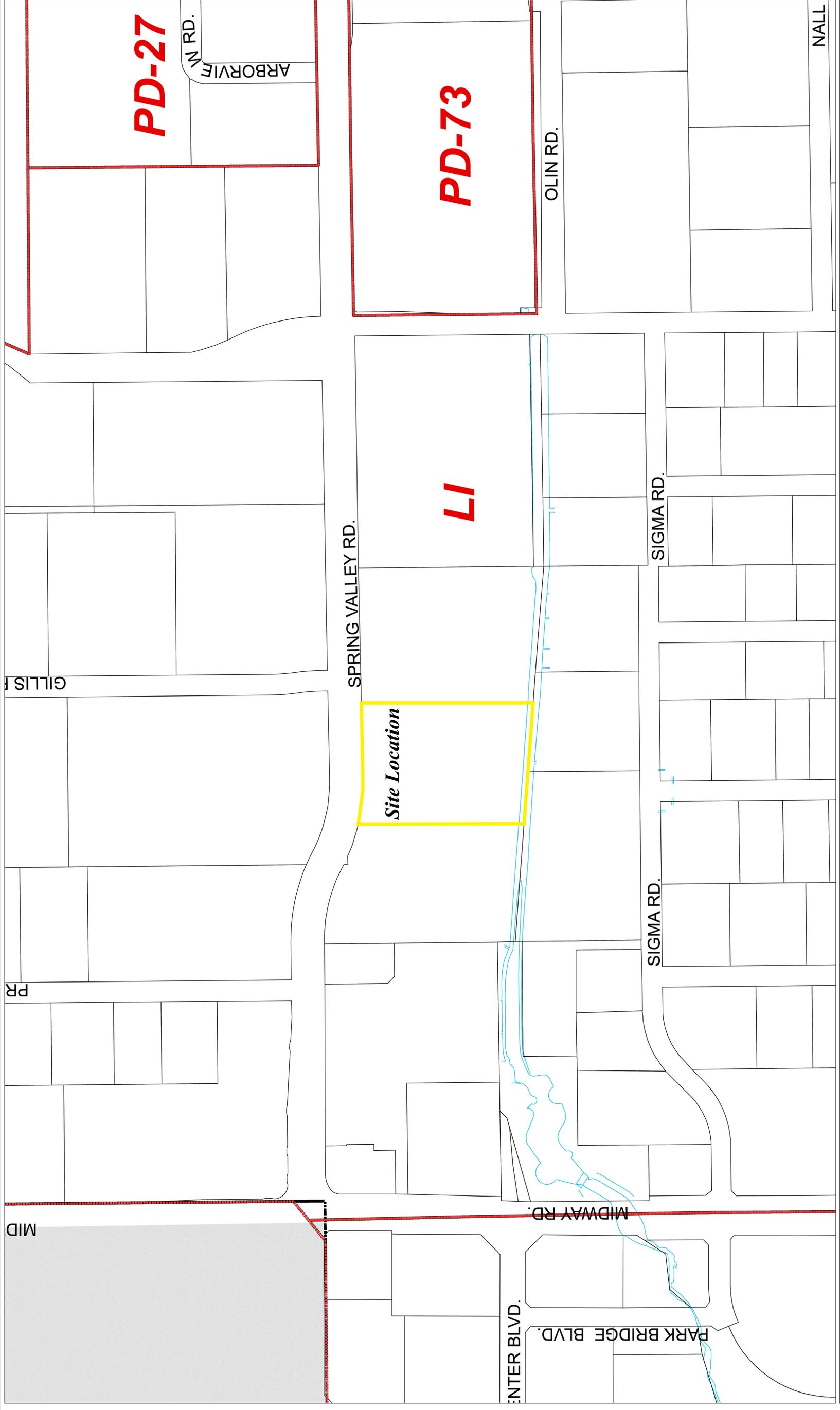
Staff recommend approval of the Specific Use Permit.

ACTIONS:

1. Motion to recommend Approval of the Specific Use Permit as presented at this meeting.
2. Motion to recommend Denial of the Specific Use Permit as presented at this meeting.
3. Motion to recommend Approval with modifications of the Specific Use Permit.
4. Motion to continue discussion of this case at the next meeting.

ATTACHMENTS:

1. Location Map
2. Aerial Map
3. Staff Report
4. Site Photographs
5. Notification Map
6. Summary of Mailed Notices



16-SU-11 - Location Map

4372 Spring Valley Rd.

-  Zoning District Boundary
-  Parcel Property Boundaries
-  City Limit



Various official and unofficial sources were used to gather this information. Every effort was made to ensure the accuracy of this data, however, no guarantee is given or implied as to the accuracy of said data. For pictorial reference only.

0 287.5 575

Feet





16-SU-11 - Aerial Map 4372 Spring Valley Rd.

Parcel Property Boundaries
City Limit



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0 287.5 575



Feet

STAFF REPORT

Case Number: 16-SU-11
Request: Specific Use Permit for Commercial Indoor Amusement Facility
Address: 4300 Spring Valley Road, suite 4372
Suite Size: 3,030 square feet
Petitioner: GYSAT Ventures LLC (Escape This)

Existing Conditions:

The subject site is located at 4300 Spring Valley in the Spring Valley Business Center, on the south side of Spring Valley Road, approximately 1,300 feet east of Midway Road. It is located within the Light Industrial (LI) zoning district.

The site is bounded on all sides by a mix of retail, office and light industrial uses allowed within the Light Industrial Zoning District. Any commercial amusement indoor facility located within Light Industrial requires a Specific Use permit. (See Location Map)

The subject site is part of an office complex that contains three existing masonry buildings, the proposed use located in one suite within the easternmost building. The one-story buildings were constructed in 1977 and contain approximately 56,755 square feet. The easternmost building is currently divided into 7 suites accommodating a variety of commercial and office uses. (See Site Plan)

Proposal/Site Design:

The applicant, GYSAT Ventures (Escape This), is proposing to **operate** an indoor gaming facility that presents a series of clues and puzzles aimed to bring out participants' inner detective. The business would be operated in a 3,030 square feet suite within the existing office / showroom building at Spring Valley Business Center. The floorplan is divided into 4 game rooms, 3 of these are double rooms designed to facilitate game scenarios, each designed differently to accommodate the special theme for each type of game, an open space as the waiting area, a control room and a front desk area and a briefing room. Each game room has a maximum occupancy of 6 to 10 people at one time and each with a space varying from approximately 264 square feet to 420 square feet per game room. (See Floor Plan)

No outside activity, no outdoor storage and no additional retail uses are proposed for this location.

Operation:

The applicant is proposing to develop this indoor gaming facility where participants will work together, in each game room, to solve riddle and puzzles to find a specific object in the room in less than 60 minutes. Participants work together in groups of 6 to 10 depending on the game scenario.

The facility is designed to accommodate a maximum of 49 persons playing at the same time. The floorplan contains a control room where staff will monitor all game rooms. The facility will operate by appointment only, one employee will be assigned for each room and will monitor all activities on a computer in the control room. Participants will verbally communicate with the control room at all times via audio equipment installed in each room. The doors will remain unlocked at all times and the exit signs will be clearly visible. Participants being allowed to leave the room at any time if they feel uncomfortable or need a break.

The hours and details of operation are as follows: 2 to 4 employees will work in shifts; the facility will operate Monday through Thursday by appointment only, Friday from 11:30 AM to midnight, Saturday from 10:00 AM through midnight and Sunday from 11:30 AM to 9:00 PM.

Parking:

A total of 177 parking spaces serve the entire 4300 Spring Valley Business Center retail center. Suite 4372 where the indoor amusement facility is proposing to operate has currently reserved 6 parking spaces in front of the suite. Staff determined that no additional parking is needed for this new activity. There is adequate parking to serve the facility and the other existing uses within the retail center. (See Site Plan)

Landscaping:

The applicant has no plans to install any additional landscaping. City staff agreed that there is not an opportunity for additional landscaping at this location.

Signs:

The applicant is planning to install a wall sign close to the entrance to their suite. This signage will comply with City's Sign Ordinance.

Public Response:

Ten (10) public notification letters were mailed on June 14th, 2016. Two zoning notification signs were also posted on the site that same day. As of June 23rd, 2016 no letters of opposition to this Specific Use Permit request have been received by the City.

SITE PLAN

SPRING VALLEY BUSINESS CENTRE DALLAS, TEXAS 75244

SPRING VALLEY ROAD

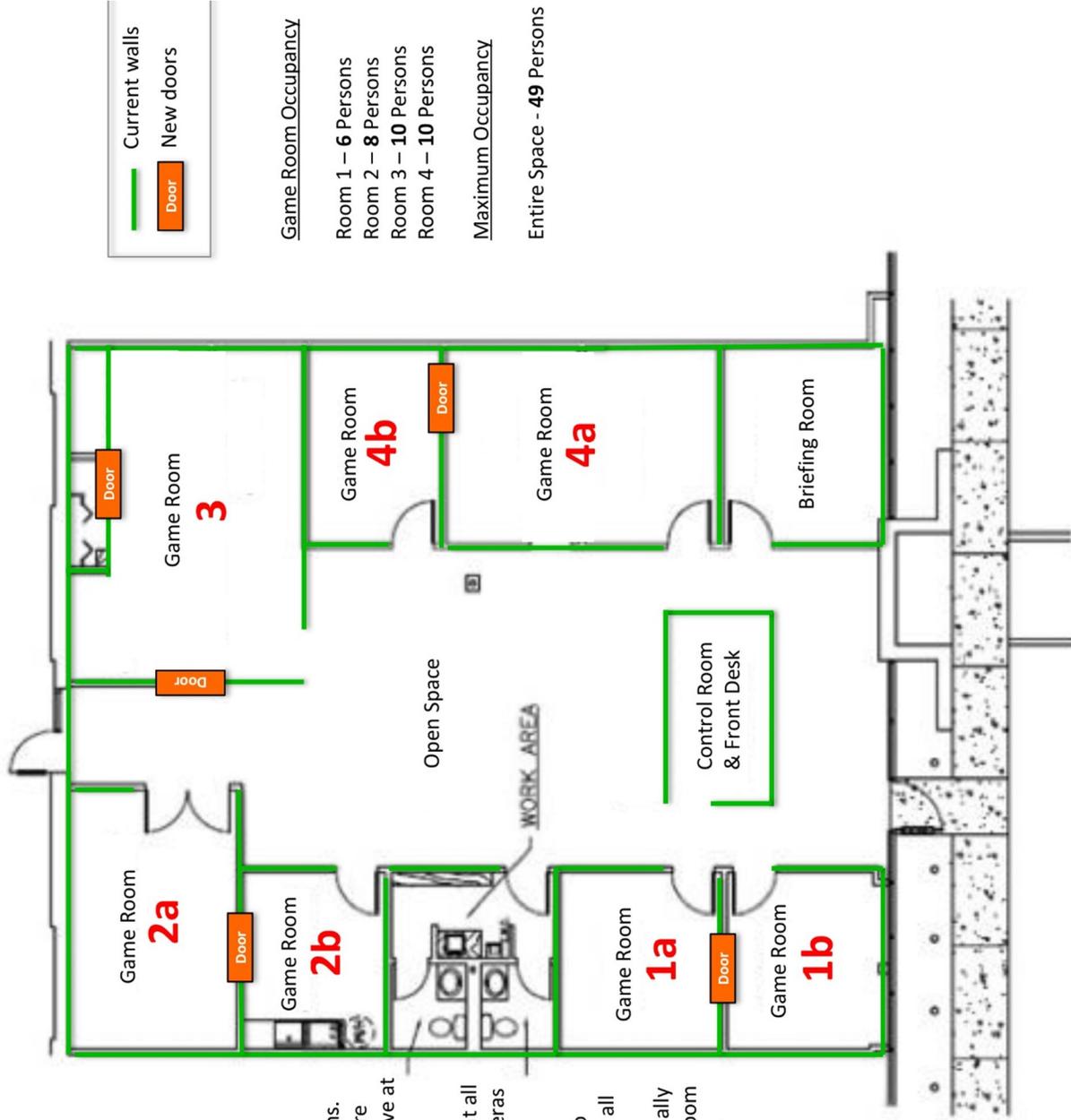


Unit	Tenant Name	Sq. Ft.
4300	Republic Title	4,658
4310	National Janitorial, Inc.	2,132
4312	AVAILABLE	3,335
4320	Functional Acupuncture Institute	1,800
4340	Knowledge As Medicine	3,705
4348	Kool Wash	4,000
4350	AVAILABLE	16,738
4356	J. F. Piper Enterprises, Inc.	4,897
4360	R. Williams Construction	2,880
4362	Malizei Enterprises	1,496
4366	AVAILABLE	1,110
4372	First Stone Credit Counseling	3,030
4378	AVAILABLE	5,010
4388	J's Restaurant	1,620
4390	Management Office	431
4400	Versatile Group, Inc.	3,000
4410	Versatile Group, Inc.	6,045
4416	AVAILABLE	2,850
4422	AVAILABLE	2,229
4424	Saran Ltd.	3,105
4440	Jesus House	7,130
4442	AVAILABLE	4,041
4444	AVAILABLE	6,779
4458	AVAILABLE	4,109
4460	Davi, Inc.	3,500
4466	Molly Maid	1,500
4470	Architectural Systems, Inc.	1,560
4472	AVAILABLE	2,110
4474	AVAILABLE	4,044
4478	J. Moen	1,200
4484	Magna Resources	1,200
4488	Cassity Jones	5,880
Total Square Feet		117,124



The information contained herein has been given to us by sources believed reliable. We have no reason to doubt its accuracy, but we do not guarantee it.

FLOOR PLAN



Facility Operation

- There are a total of 4 game rooms. Some rooms are made up of more than one room, but all rooms have at least one unlocked egress door.
- Every single room is monitored at all times with 1080p HD video cameras from the control room.
- Each room has an employee who monitors activity in that room at all times to supervise the activity. Participants are also able to verbally communicate with the control room at all times via audio equipment.

Game Room Occupancy

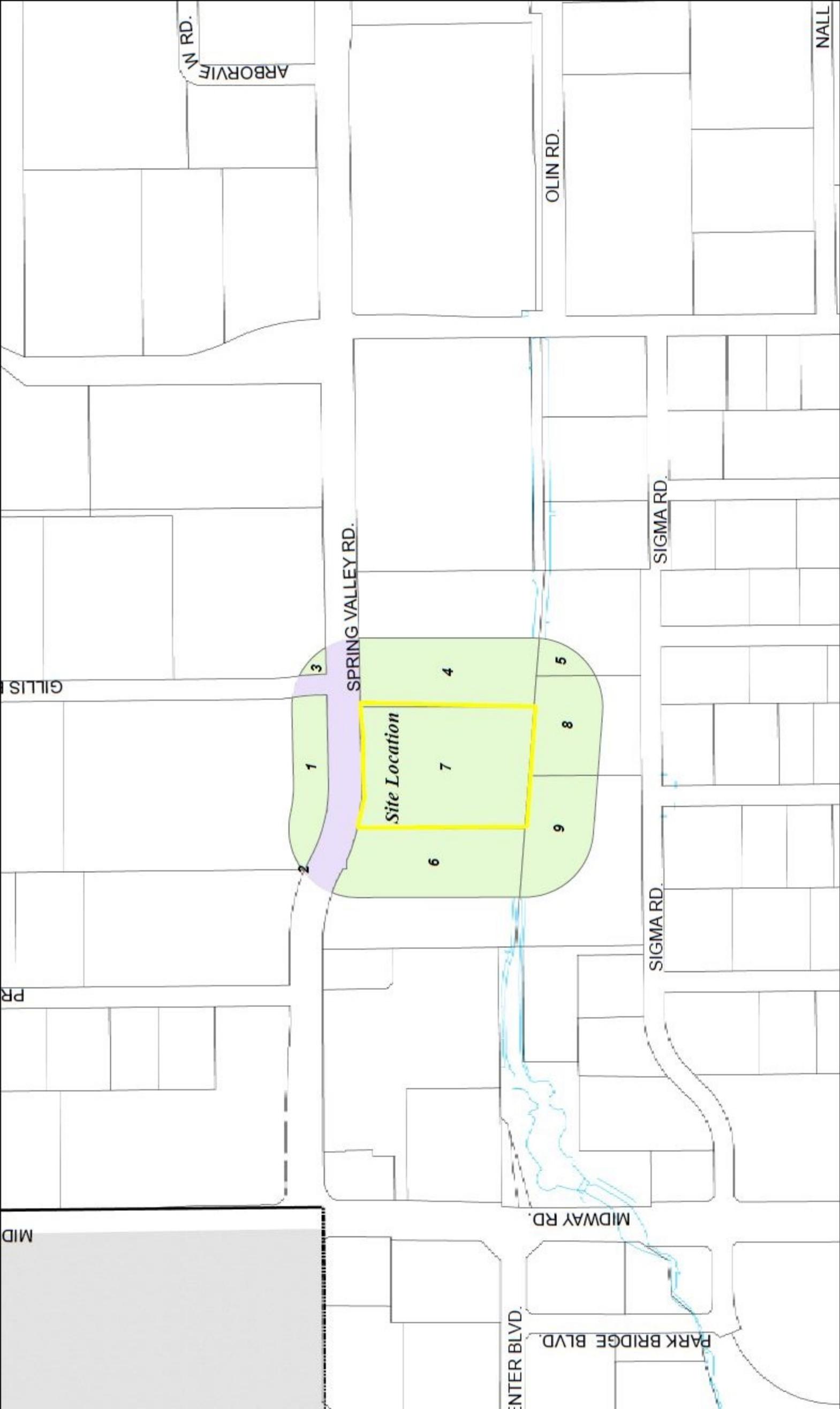
- Room 1 – 6 Persons
- Room 2 – 8 Persons
- Room 3 – 10 Persons
- Room 4 – 10 Persons

Maximum Occupancy

Entire Space - 49 Persons

SITE PHOTOGRAPHS





16-SU-11 - Notification Map

4372 Spring Valley Rd.



-  Parcel Property Boundaries
-  City Limit

Various official and unofficial sources were used to gather this information. Every effort was made to ensure the accuracy of this data, however, no guarantee is given or implied as to the accuracy of said data. For pictorial reference only.



**Summary of Mailed Notices
Property Owner List
16-SU-11
4372 Spring Valley Road**

Map	First Name	Address	City	State	Zip	Written Response
1	SPRING VALLEY INDUSTRIAL PPTIES LP	4405 Northhaven Rd	Dallas	TX	75229-4125	No response
2	ACTIVE REALTY INVESTMENTS LLC	745 Fort Street Suite 1410	Honolulu	HI	96813-3812	No response
3	A&S SPRING VALLEY HOLDINGS LLC	4501 Spring Valley Rd	Dallas	TX	75244-3706	No response
4	S V ASSOC PS	9986 Manchester Rd	Saint Louis	MO	63122-1934	No response
5	EBBY HALLIDAY PROP INC	4455 Sigma Rd	Dallas	TX	75244-4502	No response
6	668 FAIRWAY LLC	4200 Spring Valley Rd	Farmers Branch	TX	75244-3616	No response
7	S V ASSOC PS	9986 Manchester Rd	Saint Louis	MO	63122-1934	No response
8	R F MONOLITHICS INC	4441 Sigma Rd	Farmers Branch	TX	75244-4502	No response
9	SIGMA 4343 LLC	4117 Billy Mitchell Dr.	Addison	TX	75001-4351	No response
10	SPRING VALLEY INDUSTRIAL PPTIES LP	4405 Northhaven Rd	Dallas	TX	75229-4125	No response



City of Farmers Branch

Farmers Branch City Hall
13000 Wm Dodson Pkwy
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Staff Report

File Number: 16-SU-13

Agenda Date: 6/27/2016

Version: 1

Status: Regular Agenda

In Control: Planning and Zoning Commission

File Type: Specific Use Permit

Agenda Number: C.2

Consider a request from Parish Episcopal School for a Specific Use Permit (SUP) for an addition of a Multipurpose Activity Center, Performance Hall/Center and Soccer Field at their existing private school located at 4101 Sigma Road and take appropriate action.

BACKGROUND:

The site is located within Planned Development No. 64 (PD-64).

RECOMMENDATION:

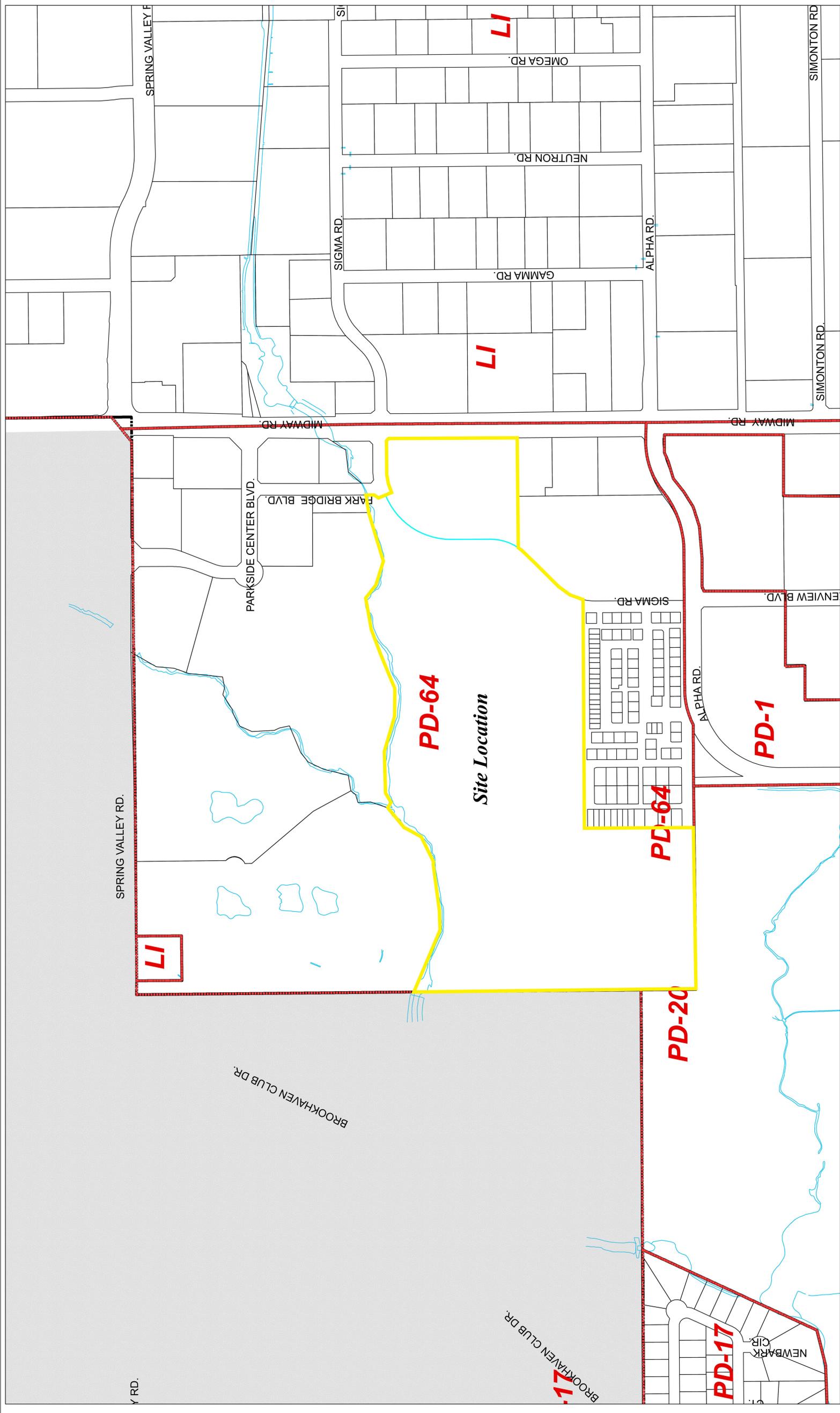
Staff recommend approval of the Specific Use Permit.

ACTIONS:

1. Motion to recommend Approval of the Specific Use Permit as presented at this meeting.
2. Motion to recommend Denial of the Specific Use Permit as presented at this meeting.
3. Motion to recommend Approval with modifications of the Specific Use Permit.
4. Motion to continue discussion of this case at the next meeting.

ATTACHMENTS:

1. Location Map
2. Aerial Map
3. Staff Report
4. Existing Site Plan
5. Proposed Site Plan
6. Overall Conceptual Floor Plan
7. Conceptual Floor Plan for New Multipurpose Activity Center
8. Conceptual Floor Plan for New Performance Hall/Center
9. Elevations
10. Renderings
11. Landscape Plan
12. Site Photographs
13. Notification Map
14. Summary of Mailed Notices



16-SU-13 - Location Map
4101 Sigma Road

FARMERS BRANCH

Various official and unofficial sources were used to gather this information. Every effort was made to ensure the accuracy of this data, however, no guarantee is given or implied as to the accuracy of said data. For pictorial reference only.

0 460 920 Feet

▲ NORTH

Date: 5/25/2016

Zoning District Boundary
 Parcel Property Boundaries
 City Limit

Document Path: Z:\Zoning_Cases\2016 cases\16-SU-13 4101 Sigma (Parish School)\GIS\Location Map.mxd

STAFF REPORT

Case Number: 16-SU-13
Request: Specific Use Permit for new additions to the existing private school
Address: 4101 Sigma Road
Lot Size: 56.32 Acres overall
Petitioner: Parish Episcopal School

Overall Summary:

- *Multipurpose Activity Center (indoor gymnasium), attached to the existing main building: total of 22,400 sf, 38 feet in height*
- *Performance Hall, attached to the existing main building: total of 41,000 sf, maximum 65 feet in height*
- *Temporary outdoor soccer fields for practice*

Existing Conditions:

Parish Episcopal School is located on Sigma Road approximately 900 feet west of Midway Road and 700 feet north of Alpha Road. The irregular shaped tract of 56.32 acres is bordered on all sides by residential uses, limited stay hotels and ample green spaces. (See Aerial Map)

The site is located within PD-64. All school related uses require a Specific Use Permit within PD-64 zoning district. (See Location Map)

History:

In March 2001, a Specific Use Permit and associated site plan was approved for Parish Episcopal School to transform the existing building / property at 4101 Sigma Road into a private school including future athletic facilities. In 2003 and 2006 City Council approved two Specific Use Permit amendments to allow for modification of the athletic facilities and related improvements, building additions and other modifications and improvements to the site plan and landscape plan. Other minor amendments to detail and improve the site plan for Parish School were approved administratively in 2005, 2009, 2010 and 2016.

Existing Conditions:

Parish Episcopal School (Sigma Road Campus) has been open since August 2002 and now includes grades 3rd through 12th beginning of August 2006. The school accommodates approximately 900 students and 193 faculty and employees.

The campus currently includes:

- Main building with classrooms, offices and cafeteria. (346,322 sf)
- Outdoor chapel (1,364 sf)

- Exterior sports complex with locker rooms, restrooms, storage, guard house and ticket booth. The sports complex includes a football / soccer field with 3,024 seats, baseball field with 200 seats, softball and baseball fields with portable bleachers.
- Outdoor playground areas (See Existing Site Plan)

Site Design:

The Site Plan approved with the Specific Use Permit in 2003 contained a future expansion area for a gymnasium and an auditorium on the southern side of the main building. (See Existing Site Plan)

With this current SUP application, Parish Episcopal School slightly modifies this future expansion area. This expansion will include the addition of new facilities at the existing school campus as follows:

- An indoor multipurpose activity center (gymnasium) attached to the main building towards the existing semi-open courtyard on the south side of the building.
- An indoor performance hall attached to the main building on the eastern side.
- Temporary outdoor soccer fields east of Sigma Drive towards Midway Road. (See Proposed Site Plan)

Multipurpose Activity Center:

The new indoor gymnasium and support spaces will be approximately 22,400 square feet and will be connected and accessible from the existing main school building. This new one-level gymnasium will be 38 feet in height. The conceptual proposed floor plan for this new multipurpose activity center includes restrooms and other support spaces, storage and bleachers for maximum 800 seats. (See Conceptual Floor Plan for Activity Center)

The Performance Hall/Center:

The new performance hall will be approximately 41,000 square feet and will be attached to the southeastern side of the existing main building. The building will have a dedicated main access through a lobby directly from the exterior and will also have a connection with the main lobby of the school through a glass corridor along the eastern side of the building. The performance center will be a combination of one-story and four-story levels with height varying from 30 feet to 65 feet.

The conceptual proposed floor plan for this new performance hall includes a main theater, open on three levels, with 612 seats and a smaller one-story theater with 116 seats at the first floor and a film screening room with 142 seats at the second level. The maximum occupancy of the entire performance center will be 870 seats. The performance center will include restrooms, offices, dressing rooms, rehearsal studios and storage spaces for all theaters. (See Conceptual Floor Plans for Performance Hall/Center)

Temporary Outdoor Soccer Fields:

Earlier this year, staff administratively approved a temporary soccer field and practice field in the area located east of Sigma Road and west of Midway. With this SUP, Parish Episcopal School is requesting the formal approval of this soccer field. The total area of the soccer fields is 355 ft. by 170 ft. and is located 67 feet from Sigma Road and 215 feet from Midway Road. The field is secured on all sides by an 8-foot tall chain link fence and 16-foot high net. Near Midway Road, the applicant has installed a landscape strip comprised of Bufford Holly shrubs for privacy and protection of the soccer field from adjacent parcels.

Overall Site Plan:

With the building additions, the overall site plan amendment improvements also include:

- the redesign of the existing fire lane in the semi-open courtyard to fit the new layout with the gymnasium addition;
- landscape improvements along the eastern side of the building to accommodate the new performance hall;
- new crosswalk with flashing light for safe-crossing for pedestrians across Sigma Road and a connection to the soccer practice fields to the school area. (See Site Plan)

Elevations:

The new proposed additions will complement the architecture and finishes of the existing school campus. The existing main building is an articulation of one to four-stories tall and is a combination of structural steel frame, reinforced concrete frame and masonry block tilt wall. The proposed gymnasium will be a tall one-story building and the proposed performance hall will be a combination of one-story and four-story portions varying in height from 30 feet, 38 feet and 65 feet. The entire additions will be concrete tilt wall painted to match the existing building. Other exterior finishes and accents include wood panels and metal canopies. Glazing strips are proposed on the eastern elevation which is visible from public spaces. (See Elevations and Renderings).

Operation:

All of the new proposed changes to the school campus will support the existing programs that have outgrown their current spaces. The new Multipurpose Activity Center will be used daily for Physical Education classes and sports practices and periodically for talent shows, robotics tournaments and other all-school gatherings. The new Performance Hall/Center will be used for student musical performances, dance recitals and band concerts as well as lectures and class meetings. The soccer field will be used for Physical Education classes and for K-6th grade soccer practice. This additions will not increase the current number of students, faculty or employees.

The Multipurpose Activity Center and Performance Hall/Center will be used Monday through Friday from 6 am to 9 pm, Saturday from 8 am to 6 pm and Sunday from 12 pm to 6 pm. The soccer fields will be used Monday through Friday from 8 am up to one hour before sunset.

Parking:

In August 2006, with the addition of the football stadium, Parish Episcopal School retained an engineering firm to assess the school's parking needs with the new additions at that time and they submitted a parking study to the City. The study recommended the minimum total number of parking spaces to be based on the maximum football stadium seating capacity (the largest place of assembly). The parking ratio proposed was 1 space per 3 seats. This parking ratio was accepted by the City.

Currently the school has 743 existing parking spaces distributed in four parking lots inside the school campus. A future parking lot containing 188 parking spaces is designated for two other locations inside the school campus (See Site Plan).

The current parking count meets the needs of the school given the combination of uses and facility timing. In the future, if the parking needs of the school exceed the current availability, the school will install the future parking lot area according to the Site Plan. Based on observation of the parking needs of the school, staff is in support with the current agreement.

Landscaping:

The applicant is proposing to improve the existing landscaping on the eastern side of the building along the proposed performance hall/center location. The proposed Landscape Plan includes the addition of 14 new trees. The proposed tree list includes Shumard Oak, Live Oak and Bald Cypress. The landscaping also includes a combination of shrubbery and ground covers. (See Landscape Plan)

Signage:

The applicant has proposed installing three wall signs on the south and east elevations of the two new building additions. The southern elevations, visible only from the interior private driveway, will include a recessed letter sign / directional sign (16 feet by 41 feet) and a sports team logo (Panther Head) painted on the tilt wall (13 feet by 18 feet). The eastern elevations will include the school logo on the upper side of the four-story façade of the performance hall/center (18 feet by 15 feet). Considering the quality of the proposed wall signs, the existing signage installed throughout the Parish School Campus and the low visibility from public view, staff is in support of the proposed wall signs included in this SUP request. (See Elevations)

Comprehensive Plan:

The City of Farmers Branch is currently in the process of updating its 1989 Comprehensive Plan with the creation of the Eastside Plan to complete the suite of Comprehensive Plan updates the city successfully accomplished with the Central Area Plan in 2012 and the Westside Plan in 2003. The Eastside Plan hopes to enable the transformation of certain portions of the existing industrial profile of the east side and infuse a more urban character in certain areas. Within this vision, the Eastside Plan aims to create a better and more diverse mix of uses along Midway Road and to create a smoother transition between the city's central residential area into the more

active east side. Parish Episcopal School, a strong school campus located at the limit of the central area and east side, is a great asset that contributes to this future vision. This SUP request is consistent with the future vision of the eastside Plan.

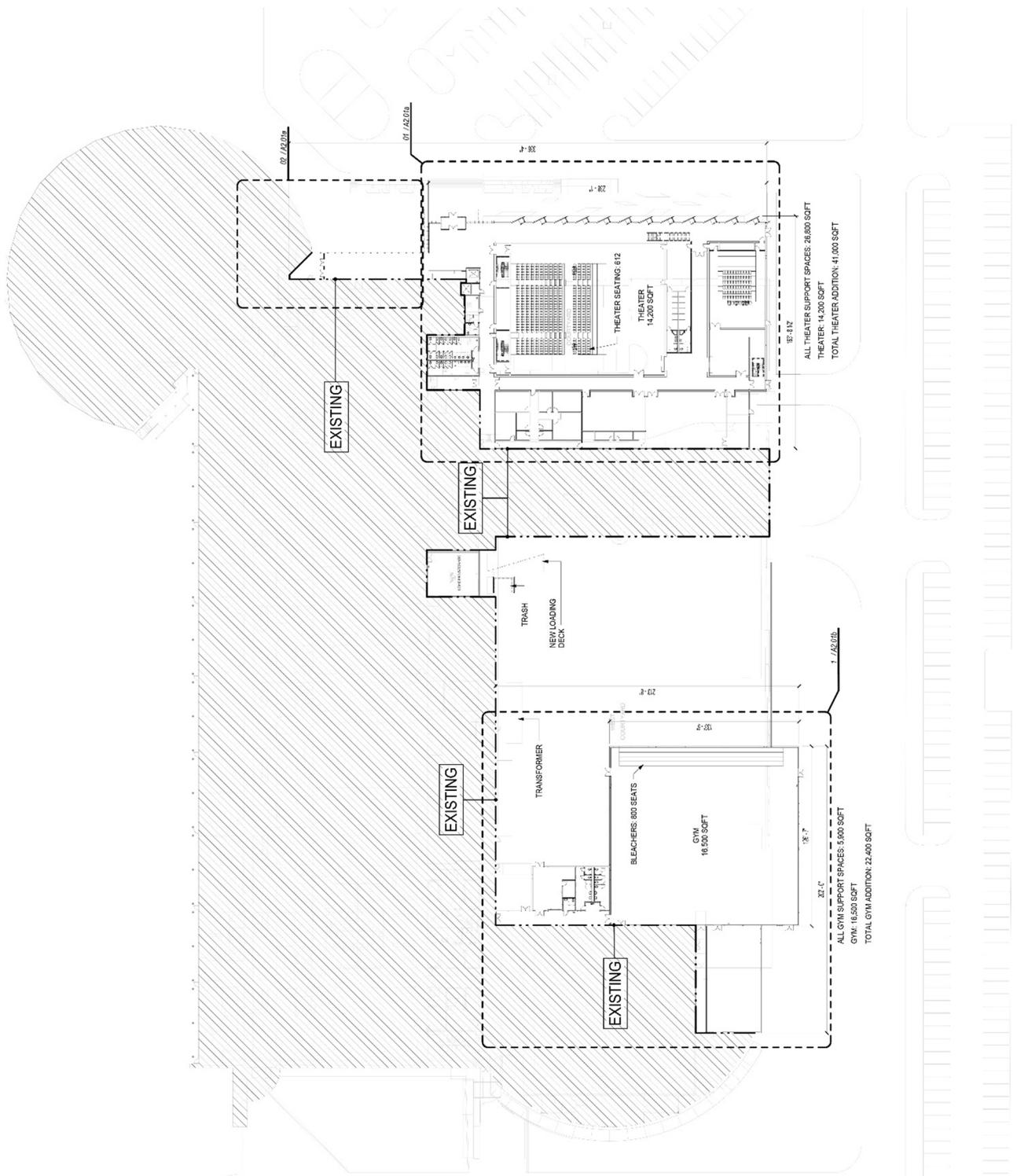
Thoroughfare Plan:

Both Midway Road and Sigma Road are developed at the full width according to Farmers Branch Thoroughfare Plan. No improvements to Sigma Road and Midway Road are planned or budgeted at this time.

Public Response:

Eighty (80) zoning notification letters were mailed to the surrounding property owners on June 15th, 2016. Two (2) zoning notification signs were also placed on the site on the same day. As of June 23rd, no letters of opposition had been received by the City.

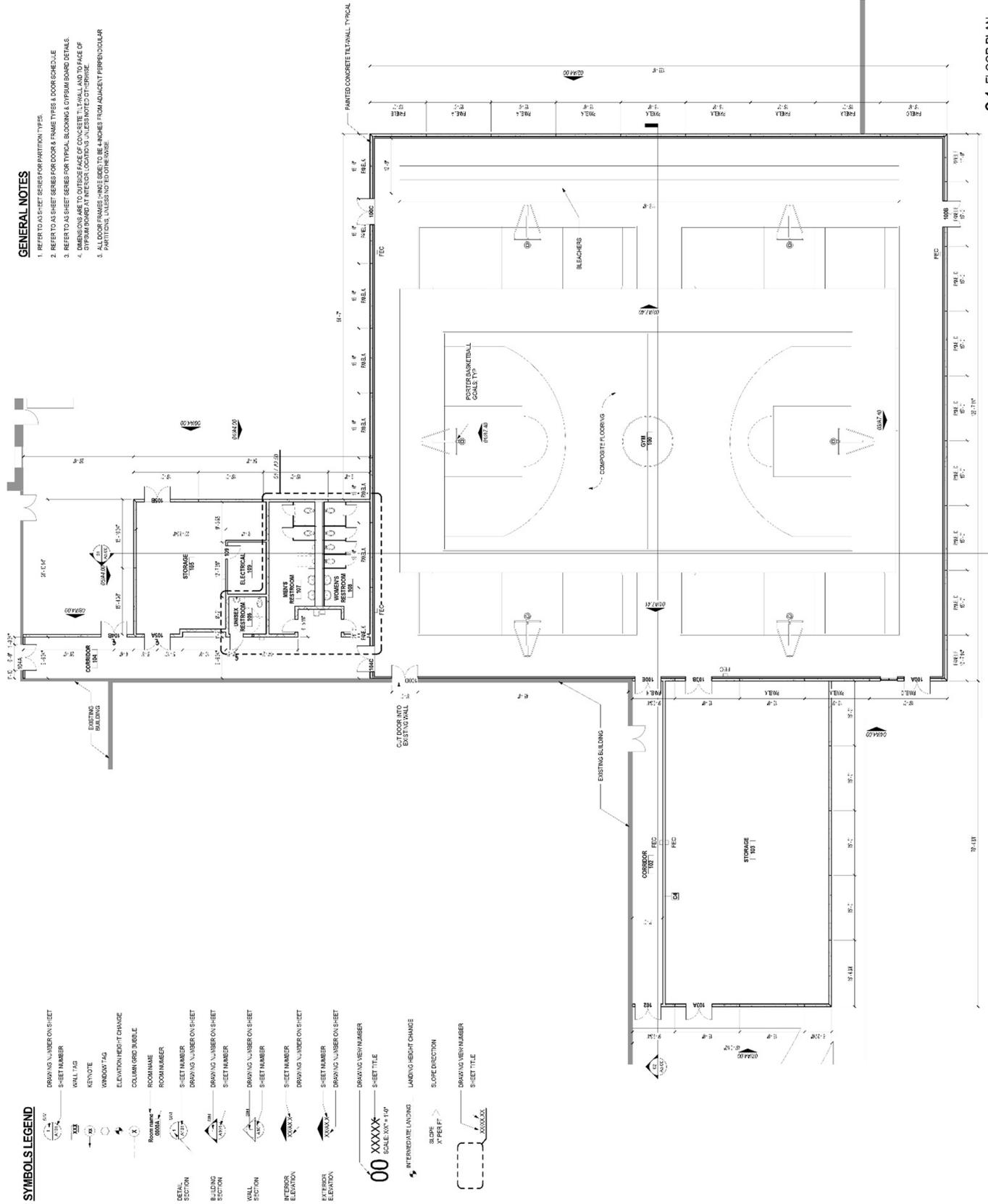
Overall Conceptual Building Plan



Conceptual Floor Plan for new Gym

GENERAL NOTES

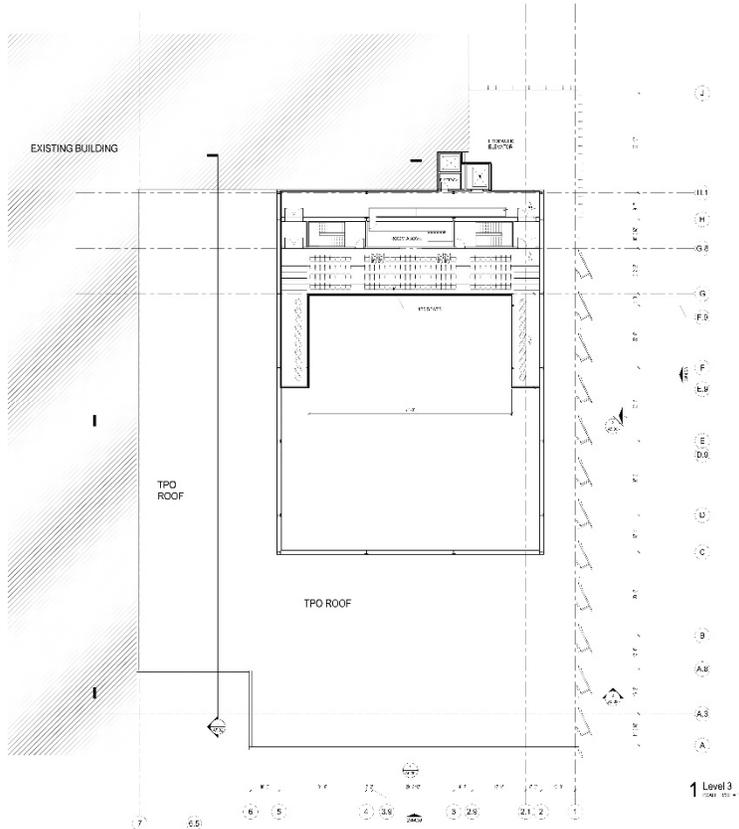
1. REFER TO AS SHEET SERIES FOR PARTITION TYPES.
2. REFER TO AS SHEET SERIES FOR DOOR & FRAME TYPES & DOOR SCHEDULE.
3. REFER TO AS SHEET SERIES FOR TYPICAL BUILDING & SYSTEM BOARD DETAILS.
4. DIMENSIONS ARE TO CENTERLINE UNLESS OTHERWISE NOTED. WALLS TO FACE OF SYSTEM BOARD AT INTERIOR LOCATIONS UNLESS NOTED OTHERWISE.
5. ALL DOOR FRAMES HAVE TO BE LANCES FROM ADJACENT PERPENDICULAR PARTITIONS, UNLESS NOTED OTHERWISE.



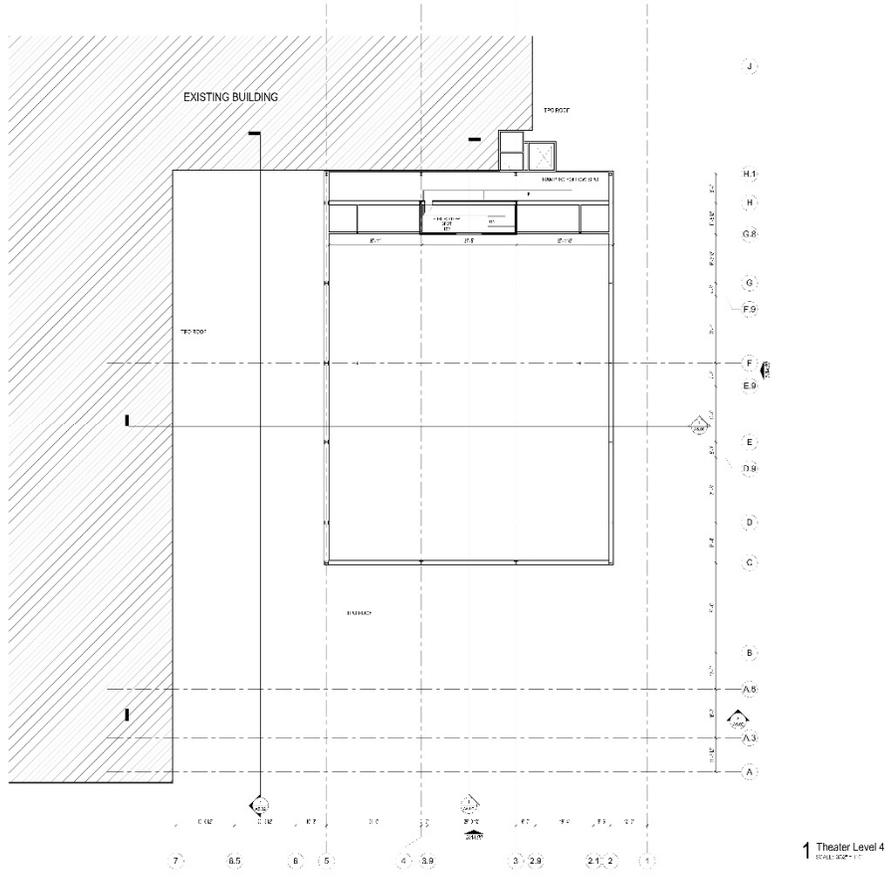
SYMBOLS LEGEND

- DRAWING NUMBER ON SHEET
- SHEET NUMBER
- WALL TAG
- KEYNOTE
- WINDOW TAG
- ELEVATION HEIGHT CHANGE
- COLUMN GRID JUMBLE
- ROOM NAME
- ROOM NUMBER
- SHEET NUMBER
- DRAWING NUMBER ON SHEET
- SHEET NUMBER
- DRAWING NUMBER ON SHEET
- SHEET NUMBER
- INTERIOR ELEVATION
- EXTERIOR ELEVATION
- DRAWING NUMBER ON SHEET
- SHEET NUMBER
- INTERIOR LANDING
- LANDING HEIGHT CHANGE
- SLOPE X PER FT
- SLOPE DIRECTION
- DRAWING NUMBER ON SHEET
- SHEET NUMBER

100% CONTRACT DOCUMENTS, INC. 11000 W. 10TH AVENUE, SUITE 100, DENVER, CO 80202



100% CONTRACT DOCUMENTS, INC. 11000 W. 10TH AVENUE, SUITE 100, DENVER, CO 80202



Renderings



Conceptual Design - Performing Arts Center

Parish Episcopal School

John E. Orfield
Reg. No. 11184

R. Andrew Bennett
Reg. No. 18129

Renderings
May 5, 2016

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Proposed Gymnasium

Parish Episcopal School

John E. O'Neil
Reg. No. 11164

R. Andrew Bennett
Reg. No. 18129

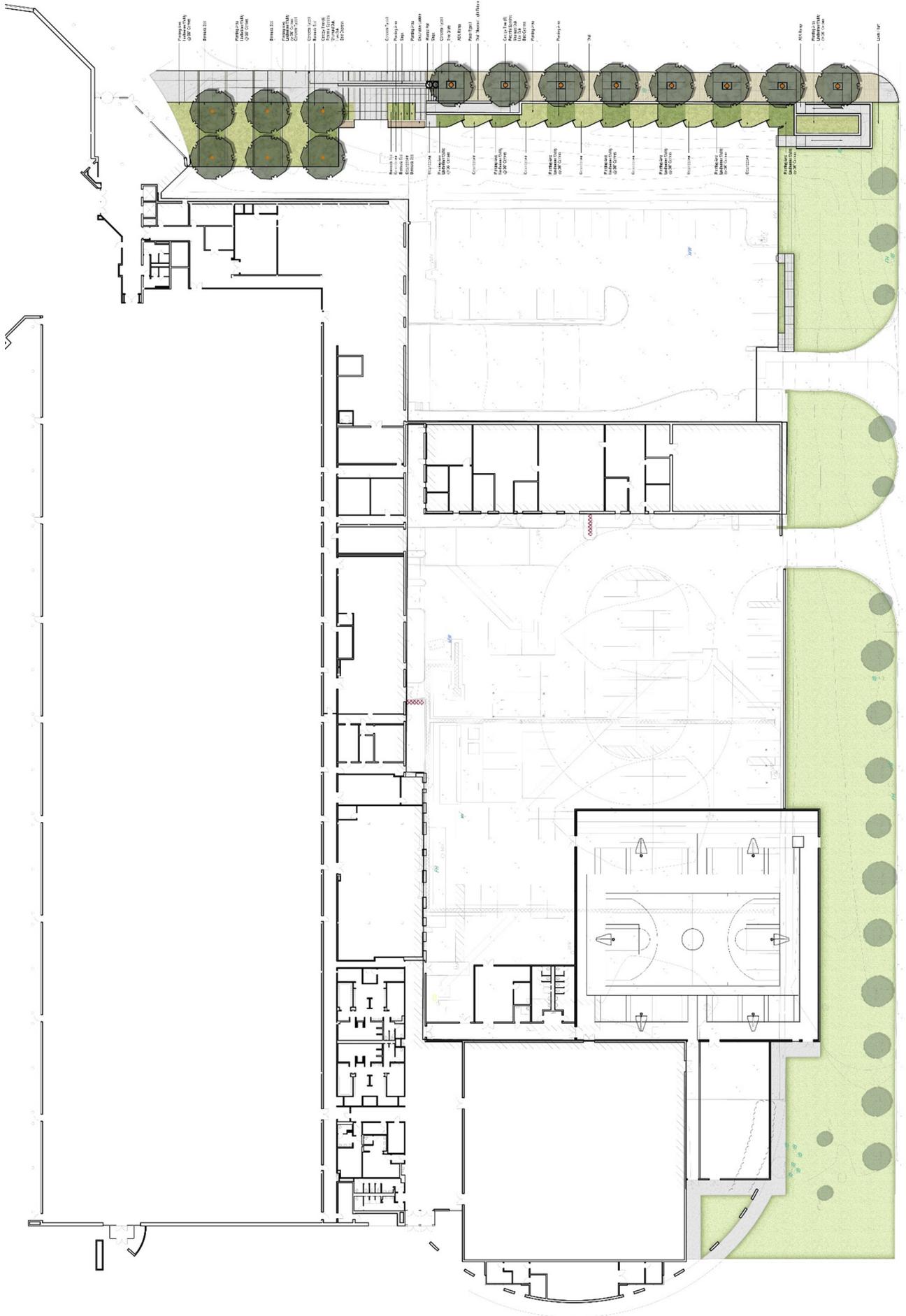
Renderings
May 5, 2016

Page 2



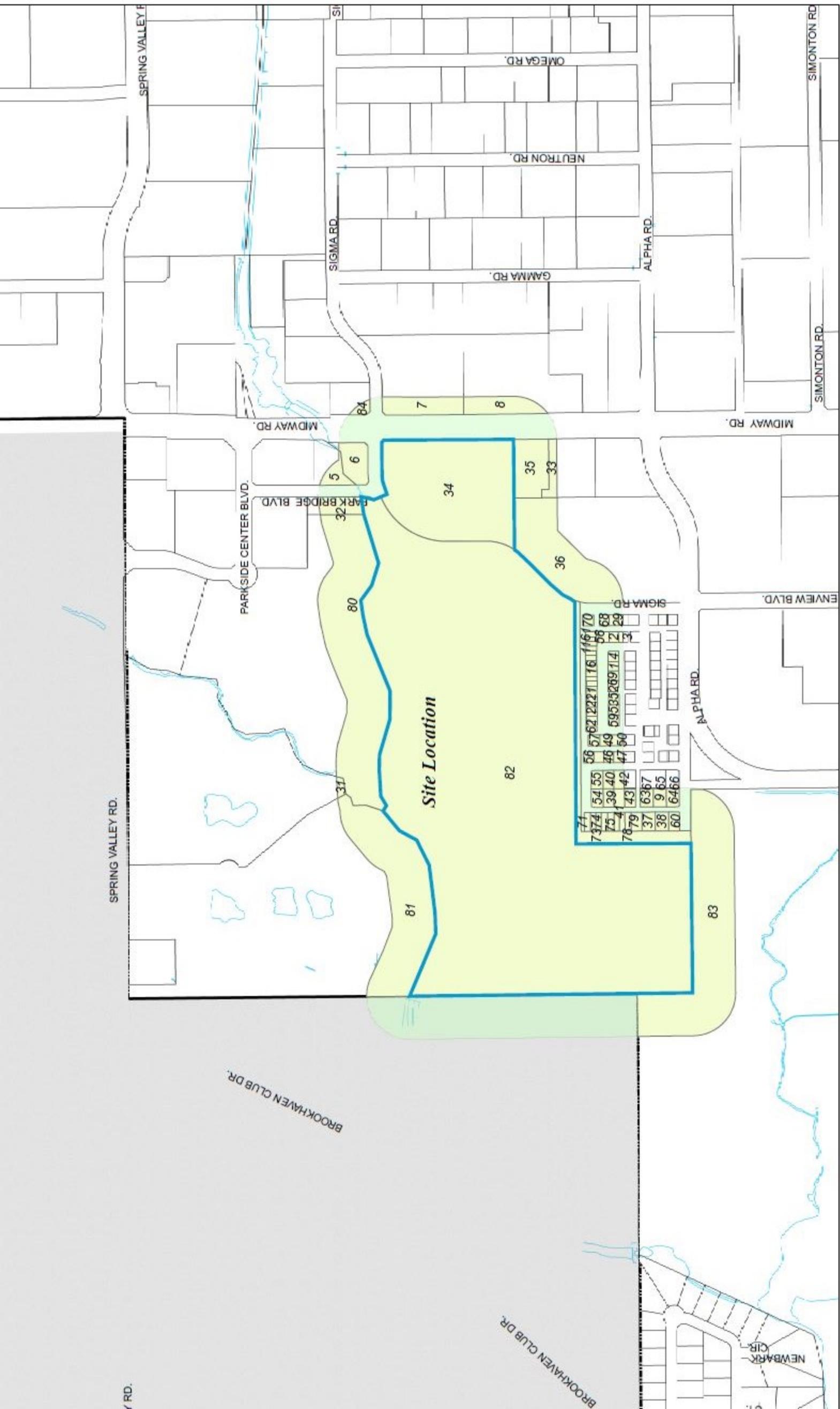
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Landscape Plan



Site Photographs





16-SU-13 - Notification Map

4101 Sigma Road



Various official and unofficial sources were used to gather this information. Every effort was made to ensure the accuracy of this data, however, no guarantee is given or implied as to the accuracy of said data. For pictorial reference only.

- Parcel Property Boundaries
- City Limit



**Summary of Mailed Notices
Property Owner List
16-SU-13
4101 Sigma Road**

Map	First Name	Address	City	State	Zip	Written Response
1	PARKSIDE IMPROVEMENT ASSN	1800 E Deere Ave	Santa Ana	CA	92705-5721	No response
2	PARISH DAY SCHOOL THE	14115 Hillcrest Rd	Dallas	TX	75254-8622	No response
3	CT COMMUNICATIONS LLC	P O BOX 49993	Los Angeles	CA	90049-0993	No response
4	CT COMMUNICATIONS LLC	P O BOX 49993	Los Angeles	CA	90049-0993	No response
5	DICKERSON JANE POOLE &	13612 Cobblestone Dr	Farmers Branch	TX	75244-8112	No response
6	VANCOURT GALE LEE &	4093 Winsor Dr	Farmers Branch	TX	75244-8113	No response
7	LZP WINSOR SERIES LLC	1648 Pleasant Valley Ln	Frisco	TX	75034-8224	No response
8	BISLA PRIYESH &	4085 Winsor Dr	Farmers Branch	TX	75244-8113	No response
9	MINISSALE MICHAEL A	4081 Winsor Dr	Farmers Branch	TX	75244-8113	No response
10	ADAMS TAMMY S	4077 Winsor Dr	Farmers Branch	TX	75244-8113	No response
11	KNICELY MITCHELL THOMAS	4073 Winsor Dr	Farmers Branch	TX	75244-8113	No response
12	CHAPPELL MICHAEL T &	4069 Winsor Dr	Farmers Branch	TX	75244-8113	No response
13	TADEWALD GENA REED & KENNETH	21 McMillen Rd	Allen	TX	75002-8157	No response

14	LINDSLEY CHANDLER ROOSEVELT TRUST THE	4061 Winsor Dr	Farmers Branch	TX	75244-8113	No response
15	YOO CHOL	4057 Winsor Dr	Farmers Branch	TX	75244-8113	No response
16	GUIDRY JOHN CARROLL	4053 Winsor Dr	Farmers Branch	TX	75244-8113	No response
17	BATTEAUX PATRICK	4049 Winsor Dr	Farmers Branch	TX	75244-8113	No response
18	HASHOP JAMIE LAYNE	4045 Winsor Dr	Farmers Branch	TX	75244-8113	No response
19	COLVIN HERBERT E	4041 Winsor Dr	Farmers Branch	TX	75244-8113	No response
20	ISARADISAIKUL DAVID	4037 Winsor Dr	Farmers Branch	TX	75244-8113	No response
21	HOLLIMON MICHAEL T	4033 Winsor Dr	Farmers Branch	TX	75244-8113	No response
22	LEE SEOK J	4029 Winsor Dr	Farmers Branch	TX	75244-8113	No response
23	HOGG MATTHEW M &	4025 Winsor Dr	Farmers Branch	TX	75244-8113	No response
24	MA KENNETH	4017 Sigma Rd	Dallas	TX	75244-8110	No response
25	MIRIZZI DOUGLAS J & ALICIA J	4021 Sigma Rd	Farmers Branch	TX	75244-8110	No response
26	VAN PELT HOLLY VA	4060 Winsor Dr	Farmers Branch	TX	75244-8103	No response
27	LAKEVIEW AT PARKSIDE	1800 E Deere Ave	Santa Ana	CA	92705-5721	No response
28	PARKSIDE IMPROVEMENT ASSN	1800 E Deere Ave	Santa Ana	CA	92705-5721	No response
29	MIDWAY ASSOCIATES LLC	680 Craig Rd. Suite 240	Creve Coeur	MO	63141-7182	No response
30	PARISH DAY SCHOOL ENDOWMENT FUND INC THE	4101 Sigma Rd	Dallas	TX	75244-4439	No response

31	ALPHA MIDWAY COMMONS LLC	4100 Harry Hines Blvd Suite 300	Dallas	TX	75219-3207	No response
32	MIDWAY MIXED USE DEV AT	8521 Leesburg Pike Suite 601	Vienna	VA	22182-2490	No response
33	Cobblestone Drive LLC	3401 Beverly Dr	Dallas	TX	75205-2928	No response
34	TEODORESCU CRISTIAN	13611 Cobblestone Dr	Dallas	TX	75244-8111	No response
35	KINCAID STEVEN ALAN	13648 Cobblestone Dr	Farmers Branch	TX	75244-8112	No response
36	TOFFOLI CHERIE R & NEAL M	4500 Blue Heron Ct	Granbury	TX	76049-1745	No response
37	DESHPANDE KIRTIKUMAR E & ACHALA K	13640 Cobblestone Dr	Farmers Branch	TX	75244-8112	No response
38	ALVAREZ ROLANDO & ELSA M MARROQUIN	13639 Greystone Dr	Farmers Branch	TX	75244-8104	No response
39	SEEBERGER MARK H	13630 Cobblestone Dr	Farmers Branch	TX	75244-8112	No response
40	KENNEY BRADLEY &	13633 Greystone Dr	Farmers Branch	TX	75244-8104	No response
41	EM & J PROPERTIES LLC	5009 Mill Run Rd	Dallas	TX	75244-6532	No response
42	GAGLIARDINO STEPHEN	13648 Greystone Dr	Farmers Branch	TX	75244-8105	No response
43	CHOI JUNG RYOUL &	13640 Greystone Dr	Farmers Branch	TX	75244-8105	No response
44	HAHN BRIAN RODGER & DEVRIE D HAHN	13630 Greystone Dr	Farmers Branch	TX	75244-8105	No response
45	GREGORE BRION PAUL & VICKI L LIFE ESTATE	13647 New Castle Dr	Farmers Branch	TX	75244-8108	No response
46	JONES DAVID D &	13639 New Castle Dr	Farmers Branch	TX	75244-8108	No response
47	MOORTHY SONIA K &	13633 New Castle Dr	Farmers Branch	TX	75244-8108	No response

48	ZUBIATE JAMES	4040 Winsor Dr	Farmers Branch	TX	75244-8103	No response
49	CARRINGTON ROYLE REVOCABLE TRUST	4032 Winsor Dr	Farmers Branch	TX	75244-8103	No response
50	PIGOTT JOHN	13652 Cobblestone Dr	Farmers Branch	TX	75244-8112	No response
51	HU MING CHANG & SHI MINGJUN	13653 Greystone Dr	Farmers Branch	TX	75244-8104	No response
52	MULSON KIMBERLY D	13660 Greystone Dr	Dallas	TX	75244-8105	No response
53	CEBOLD FORREST G & CYNTHIA	13653 New Castle Dr	Farmers Branch	TX	75244-8108	No response
54	DAFFIN MELISSA DAWN	13648 Lennox Dr	Farmers Branch	TX	75244-8109	No response
55	REILLY WHITNEY MOORE	4024 Winsor Dr	Farmers Branch	TX	75244-8103	No response
56	WESTFALL SHANNON N	13601 Cobblestone Dr	Farmers Branch	TX	75244-8111	No response
57	HIBBS SHERRY M	4097 Winsor Dr	Farmers Branch	TX	75244-8113	No response
58	BLACK MARY C	4021 Winsor Dr	Farmers Branch	TX	75244-8113	No response
59	KIEF SARAH &	13620 Cobblestone Dr	Farmers Branch	TX	75244-8112	No response
60	WAHHAB MARYANN RIMON	13600 Cobblestone Dr	Farmers Branch	TX	75244-8112	No response
61	STRADER MARK	13611 Greystone Dr	Farmers Branch	TX	75244-8104	No response
62	COPELAND STANLEY R & TAMMY B	13601 Greystone Dr	Farmers Branch	TX	75244-8104	No response
63	JONES GILBERT JR	13621 Greystone Dr	Farmers Branch	TX	75244-8104	No response
64	REED VERSHELLE	4025 Sigma Rd	Farmers Branch	TX	75244-8110	No response

65	HARMS LYNNETTE A	4048 Winsor Dr	Farmers Branch	TX	75244-8103	No response
66	HALVERSON KARR	4029 Sigma Rd	Farmers Branch	TX	75244-8110	No response
67	BURNS MICHAEL & ROBIN	13661 Cobblestone Dr	Farmers Branch	TX	75244-8111	No response
68	LACEY SIMON C	13657 Cobblestone Dr	Farmers Branch	TX	75244-8111	No response
69	BURNAMAN MICHAEL DOUGLAS &	13653 Cobblestone Dr	Farmers Branch	TX	75244-8111	No response
70	KANAMISTRY TRUSHIA & CHIRAN KANA	13649 Cobblestone Dr	Farmers Branch	TX	75244-8111	No response
71	CONNOLLY ROBERT	13645 Cobblestone Dr	Farmers Branch	TX	75244-8111	No response
72	PINCKNEY JAMES SAMUEL II & QUIANA	13641 Cobblestone Dr	Farmers Branch	TX	75244-8111	No response
73	TAYLOR WILLIAM C & ASHLEY	13637 Cobblestone Dr	Farmers Branch	TX	75244-8111	No response
74	REED MICHELLE	13633 Cobblestone Dr	Farmers Branch	TX	75244-8111	No response
75	WIRTH PETER M & JACQUELINE E	13629 Cobblestone Dr	Farmers Branch	TX	75244-8111	No response
76	VILLAS AT PARKSIDE PTNR	1800 E Deere Ave	Santa Ana	CA	92705-5721	No response
77	LAKEVIEW AT PARKSIDE	1800 E Deere Ave	Santa Ana	CA	92705-5721	No response
78	PARISH DAY SCHOOL THE	4101 Sigma Rd	Dallas	TX	75244-4439	No response
79	Dallas COUNTY COMMUNITY	4343 IH 30	Mesquite	TX	75150-2018	No response
80	REISS STANLEY J & MARCENE A	1 Glenmeadow Pl	Dallas	TX	75225-2080	No response