

## PLANNING AND ZONING COMMISSION

MAY 22, 2018

The Planning and Zoning Commission of the City of McKinney, Texas met in regular session in the Council Chambers, 222 N. Tennessee Street, McKinney, Texas, on Tuesday, May 22, 2018 at 6:00 p.m.

City Council Present: Charlie Philips

Commission Members Present: Chairman Bill Cox, Vice-Chairman Brian Mantzey, Deanna Kuykendall, Cam McCall, Mark McReynolds, Pamela Smith, and Rick Franklin - Alternate

Commission Member Absent: Janet Cobbel

Staff Present: Planning Managers Samantha Pickett and Jennifer Arnold; Planners Danielle Quintanilla, Melissa Spriegel, and Mitch Corona; and Administrative Assistant Terri Ramey

There were approximately 12 guests present.

Chairman Cox called the meeting to order at 6:00 p.m. after determining a quorum was present.

The Commission unanimously approved the motion by Commission Member McReynolds, seconded by Commission Member McCall, to approve the following three Consent items, with a vote of 7-0-0.

**18-450 Minutes of the Planning and Zoning Commission Regular Meeting of May 8, 2018**

**18-0129CVP Consider/Discuss/Act on a Conveyance Plat for Lots 4R and 5, Block A, of the B and L Cox Addition, Located Approximately 700 Feet East of Lake Forest Drive and on the North Side of U.S. Highway 380 (University Drive)**

**18-0090PF Consider/Discuss/Act on a Preliminary-Final Plat for Lot 2R1, Block A, of the CVS Ridge Addition, Located Approximately 237 Feet South of U.S. Highway 380 (University Drive) and on the East Side of Ridge Road**

### END OF CONSENT

Chairman Cox continued the meeting with the Regular Agenda Items and Public Hearings on the agenda.

**17-283SP2 Conduct a Public Hearing to Consider/Discuss/Act on a Site Plan for Auto Repair and Sales (Da Shang Auto Sales and Repair), Located at the Northeast Corner of State Highway 5 (McDonald Street) and McMakin Street**

Ms. Samantha Pickett, Planning Manager for the City of McKinney, explained the proposed site plan request. She stated that the applicant is proposing to construct an auto repair and sales facility (Da Shang Auto Sales and Repair) at the intersection of State Highway 5 (McDonald Street) and McMakin Street and adjacent to the recently built Newsom Homes. Ms. Pickett stated that the applicant is requesting five variances. She stated that Staff recommends approval of two of the requested variances and denial of three of the remaining variances. Ms. Pickett stated that the applicant proposes to have a reduced landscape buffer along State Highway 5 (McDonald Street), alternate screening around the HVAC equipment, bay doors facing the right-of-way, alternate screening along State Highway 5 (McDonald Street) and McMakin Street, and alternate screening around the overnight parking spaces. She stated that typically along State Highway 5 (McDonald Street) a 20' landscape buffer would be required. Ms. Pickett stated that given the size and shape of the subject property, Staff recommends approval of the reduced landscape buffer along State Highway 5 (McDonald Street) from 20' to 10'. She stated that this would match the buffer along McMakin Street as well as other properties along State Highway 5 (McDonald Street). Ms. Pickett stated that the applicant is requesting to use a living screen around the heating and air conditioning (HVAC) unit located at the northeast corner of the proposed building. She stated that as a single unit it would be fairly inconspicuous. Ms. Pickett stated that Staff recommends approval to utilize a living screen to screen the heating and air conditioning (HVAC) unit. She stated that the applicant is requesting to have overhead doors facing a right-of-way. Ms. Pickett stated that in a retail district or a "PD" – Planned Development District, the overhead doors are required to be oriented away from street frontage. She stated that the applicant indicated that due to the shape and size of the subject property there was not another option to orient the overhead doors. Ms. Pickett stated that Staff feels that the size and shape of the property were not conducive to this intensity and reducing the proposed development by one bay could offer alternatives to re-orient the building so that it would not be facing directly towards State Highway 5 (McDonald Street). She stated that in order to screen the overhead doors, the applicant has proposed a living screen comprised of 3' tall, 3' on center, Waxed Leaf Ligustrums. Ms. Pickett stated that typically the

requirement is to screen the view of the doors; however, the applicant is requesting to only screen where the doors are facing right-of-way at a 90 degree angle. Ms. Pickett stated that Staff feels that the proposed shrubs could be expanded, or a wrought iron fence with masonry columns and living screen could be provided that would still provide a view corridor into the property, while allowing for additional screening. She stated that Staff has concerns that during the winter the trees and shrubs will not provide nearly enough cover as other times of the year, and as such recommends denial of this variance request. Ms. Pickett stated that the applicant is requesting to use a living screen to screen the overnight storage parking spaces from State Highway 5 (McDonald Street) and McMakin Street. She stated that these would be able to be viewed directly from State Highway 5 (McDonald Street). Ms. Pickett stated that Staff recommends denial of this variance request. She stated that Staff recommends a wrought iron fence with masonry columns and living screen that is complementary to the one along the street to screen it from all views. Ms. Pickett offered to answer questions.

Commission Member McReynolds asked for clarification on the three overnight parking spaces and whether or not Staff's objection was that they could be seen from State Highway 5 (McDonald Street). Ms. Pickett stated that the proposed shrubs would be 3' tall at time of planting and would not fully screen the vehicle the way a typical screening device would. She stated that people driving south down State Highway 5 (McDonald Street) would have a direct view with nothing blocking the view. Ms. Pickett stated that typically you would see the overnight parking screening in the rear of the building with fencing. She stated that due to the shape and size of the subject property the overnight parking is located in the front; therefore, Staff would prefer to see one of the other screening devices. Commission Member McReynolds stated that there are other businesses in McKinney that sometimes have vehicles that park overnight. He asked for additional clarification on Staff's objections. Ms. Pickett stated that these would be vehicles waiting repair, so the condition they may be in could be an issue.

Commission Member McReynolds asked for clarification on Staff's recommendation to have two overhead doors instead of three to allow the building to be oriented where the overhead doors did not face State Highway 5 (McDonald Street). Ms. Pickett stated that reducing the number of bays might allow the building to be configured

differently, and therefore the overhead doors would not be visible from such a busy thoroughfare as State Highway 5 (McDonald Street). She stated that the view would not be as intrusive if the bays were facing McMakin Street. Ms. Pickett stated that Staff has not seen any preliminary drawings of how the layout would be with only two overhead doors.

Commission Member McReynolds asked if two points of access were required for this property. Ms. Pickett stated that State Highway 5 (McDonald Street) would be the preferred access point. She stated that the access point from McMakin Street also served as the fire lane. Ms. Pickett stated that both access points were needed.

Commission Member McReynolds questioned how the building could be reoriented due to the tiny, odd shaped lot. Ms. Pickett stated that even though the use is allowed, the lot size is not adequate for the intensity and number of uses being proposed. Commission Member Smith asked if the lot size is not sufficient to meet the City's standards. Ms. Pickett stated that was one way to put it.

Commission Member Smith asked if they installed a wrought iron fence with masonry columns with a living screen if that would satisfy Staff's remaining concerns. Ms. Pickett stated that it is an allowed by right device. She stated that if it is placed in the correct locations to adequately screen the view it would alleviate some of Staff's concerns.

Vice-Chairman Mantzey asked about the distance between the proposed overhead doors and the adjacent apartments. Ms. Pickett stated that the back of the proposed building is 38' from the nearest Newsome Homes building. She clarified that there is 28' between Newsome Homes building and the property line and there is another 10' between the proposed building and the property line. Ms. Pickett stated that the northern bay is approximately 70' from State Highway 5 (McDonald Street) and the southern bay is approximately 20' from McMakin Street.

Commission Member Kuykendall stated that it appears that the applicant has revised and resubmitted this project nine times according to the Staff Report. She stated that it appears that the Planning and Zoning Commission has seen the request back twice. Commission Member Kuykendall stated that it appears that they are doing some extensive work trying to please Staff. She asked Staff to discuss some of the revisions

that they applicant has submitted. Ms. Melissa Spriegel, Planner I for the City of McKinney, stated that the first time that it was scheduled to come before the Planning and Zoning Commission they realized that there were maneuvering issues on the site, and that the request was tabled to continue working with the applicant to address this issue. Ms. Spriegel stated that it was tabled again because the applicant was not ready to come back before the Commission. She stated that there were additional submittals to work on the screening and landscaping requirements. Ms. Pickett stated that the applicant has included variance requests since the initial submittal. She stated that they had been working on the placement of the screening to meet the requirements. Commission Member Kuykendall asked if they had done quite a bit of work to get to this point. Ms. Pickett stated that they had gone back and forth quite a bit on this.

Ms. Sherry Williams, Geer Surveying and Engineering, 1101 W. University Drive, McKinney, TX, explained the proposed site plan request. She stated that they are working on separate instrument easements to eliminate the need for an amending plat. Ms. Williams stated that they are asking for a variance to allow the bay doors to face the right-of-way of State Highway 5 (McDonald Street) at a 54-degree angle; a variance to allow for the substitution of living screen for screening purposes instead of walls for HVAC equipment, overnight storage of repair vehicles, and overhead doors; and a variance to reduce the landscape buffer from 20' to 10' along State Highway 5 (McDonald Street). She stated that after decades of this platted lot being taxed as vacant, the owner is willing to develop this eyesore corner into a tax paying business and is proud to make McKinney his home. Ms. Williams stated that special circumstances for making this property into a successful business exist. She stated that new buildings in the "BG" – General Business District must adhere to McKinney's stringent Architectural Standards. Ms. Williams stated that regulations and ordinances should not prevent reasonable variances for new businesses to be attractive and pleasant to view and to be successful. She stated that the duty of the Planning and Zoning Commission is to determine the appropriate variances leading to the success of business owners and their businesses. Ms. Williams stated that they propose a "one off" approval for the proposed use based on location, lack of two necessary underground utilities and the size and shape of the lot. She stated that this lot is located at the corner of State Highway 5 (McDonald Street) and McMakin Street,

with overhead power lines on both property lines. Ms. Williams stated that reducing the landscape buffer from 20' to 10' is required for development of this site due to the triangular shape of the land. She stated that the underground utility constraints include no sanitary sewer or water service provided to the lot. Ms. Williams stated that the owner will be charged with extending the water lines, providing a new manhole (even though there is a manhole on the other side of McMakin Street), and adding a new fire hydrant to the property. She stated that the shape of the lot is triangular, limiting the location of the building and parking lot. Ms. Williams stated that this limitation precludes bay doors and three overnight storage parking spaces for vehicles from being oriented away from the right-of-way. She stated that the regulations require the bay doors and overnight storage of vehicles waiting to be repaired must be hidden from view of the right-of-way, for no trees may be planted within 8' of an underground utility, and for no large canopy trees may be planted under power lines. Ms. Williams stated that it does allow for ornamental trees to be substituted for large canopy trees at the rate of three ornamental trees to be substituted for large canopy trees at the rate of three ornamental trees for each large canopy tree required. She stated that at this rate, there will be an ornamental tree every 13' except for the 16' along State Highway 5 (McDonald Street) where the proposed new underground sanitary sewer will be located. She stated that regarding the screening of the bay doors and overnight storage spaces, to please keep in mind that vehicles moving along State Highway 5 (McDonald Street) will have a view of the proposed tall living screen hedge that should grow to 6' tall (which would be 3' tall and 3' a part at the time of planting), located directly opposite the bay doors along State Highway 5 (McDonald Street), obscuring the bay doors and overnight storage. Ms. Williams stated that as vehicles move northeast to the midpoint of the property, anyone turning their head to look at the overhead doors and overnight vehicle storage would be taking their eyes off the road, so it was unlikely that the overhead doors and overnight storage parking spaces will be visible to passing vehicles. She stated that vehicles moving southwest along State Highway 5 (McDonald Street) will see neither the overhead doors nor the overnight storage spaces unless they wish to drive unsafely. Ms. Williams stated that ornamental trees and 3' tall parking lot hedge would act as sufficient screening for the bay doors and overnight vehicle storage with only a limited space between the top of the

hedge and lower limbs of the closely planted small trees being visible. She stated that the only people that would be looking at the bay doors would be people deciding if they want to patronize the repair portion of the business. Ms. Williams stated that others would be distracted by the landscaping. She stated that they had decided to use evergreen ornamental trees in place of the ones listed on the landscape plan, so the trees will be leafed year around. Ms. Williams stated that this kind of site rarely gets Staff backing due to the stringent ordinances and regulations written for large, commercial sites without taking into account special circumstances for small business and the reason that they are successful. She stated that seeing the building form the street is a big part of the success, so perspective customers could see if they want to patronize the business. Ms. Williams stated that now is the time to build this business and collect the taxes to City needs from a successful business. She offered to answer questions. There were none.

Chairman Cox opened the public hearing and called for comments.

Ms. Roslyn Miller, McKinney Housing Authority, 1200 N. Tennessee Street, McKinney, TX, spoke in opposition to the request. She requested that the applicant reconsider developing an auto repair shop at this location. Ms. Miller stated that McKinney Housing Authority partnered with the City of McKinney to improve the old Newsome Homes property, located behind the subject property. She stated that the Newsome Homes development opened in 2017. Ms. Miller stated that they understood at that time that the subject property was obsolete and had a lot of issues regarding the water, drainage, and bad smell of the property that the neighbors had endured for years. She stated that one of the residents testified at a City meeting that the smell from the subject property smelled like sewage. Ms. Miller stated that when developing Newsome Homes, they extended an offer to purchase the subject property; however, it was declined. She stated that Newsome homes has elderly, disabled, and some children living there. Ms. Miller had environmental and security concerns. She stated that they understand that the property owner has every right to want to develop the property. Ms. Miller stated that the subject property could be useful in allowing the adjacent residents to cross over to the Dollar General on the other side of the highway. She stated that they felt an auto repair shop would cause a blight for the Newsome Homes residents. Ms. Miller stated that the new Newsome Homes is a beautiful development. She requested

that other options be considered to make the subject property a better looking property on that corner.

The following individuals turned in speakers cards in support of the request; however, did not speak during the meeting:

- Mr. Dian Xiang Zhang, 6508 Canyon Crest Drive, McKinney, TX
- Mr. Ming Chun Pan, 1618 Summerfield Drive, Allen, TX

The following individual turned in speakers cards in opposition of the request; however, did not speak during the meeting:

- Mr. Justin Beller, 711 W. White, McKinney, TX

On a motion by Vice-Chairman Mantzey, seconded by Alternate Commission Member Franklin, the Commission unanimously voted to close the public hearing, with a vote of 7-0-0.

Vice-Chairman Mantzey described the proposed development as a square peg in a round hole. He felt that use was too intense for the site, as shown by the number variances needed for the site. Vice-Chairman Mantzey stated that he hopes the site develops; however, he feels the proposed use is the wrong use. He stated that just because the land is zoned for a use, doesn't mean it can develop there when it just does not work for the site. Vice-Chairman Mantzey stated that he was not in support of giving any variances outside of what Staff has recommended.

Commission Member McReynolds asked for clarification on the size of the landscaping when planted. Ms. Pickett stated that any canopy trees would be 3" - 4" caliper and 12' in height at time of planting. She stated that there is an overhead powerline running along State Highway 5 (McDonald Street). Ms. Pickett stated that the ornamental trees would be 2" caliper and 8' in height at time of planting. She stated that the parking screening shrubs would be 1-1/2' in height at time of planting and 3' in height at time of maturity.

Commission Member McReynolds asked if Staff would be comfortable with the three overhead doors and overnight parking spaces if the applicant provided wrought iron fencing with masonry columns in combination with a living screen, and depicted the location on the overhead screen. Ms. Pickett said yes.



Commission Member Kuykendall asked if the applicant has indicated that they were unwilling to provide a wrought iron fencing with masonry columns in combination with a living screen. Ms. Pickett stated that Staff has discussed it with the applicant. She deferred to the applicant as to whether or not they were now open to it.

Commission Member Smith stated that they frequently grant variance requests when there are constrictions or extenuating circumstances. She stated that she does not want to dispute the standards established by City Council. Commission Member Smith stated that there needs to be a balance between accommodation and preservation of the City's standards. She stated that she was not willing to sacrifice the esthetics along State Highway 5 (McDonald Street) since it is an important corridor. Commission Member Smith stated that she would be in support of the wrought iron fence with masonry columns and living screening being implemented in the spirit of accommodation and preservation of the City's standards.

Commission Member McReynolds stated that the subject property is a small wedge shape; however, it is probably not inexpensive. He stated that the property owner probably believes that he needs the three overhead doors in order to make it economically worthwhile to develop. Commission Member McReynolds stated that he would be in support of the request if they agreed to the wrought iron fence with masonry columns and the living screen as recommended by Staff. Commission Member McCall and Alternate Commission Member Franklin concurred with Commission Member McReynolds comments.

Commission Member Kuykendall stated that she appreciates that the applicant has spent a significant amount of time working with Staff, which shows that the property owner really wants to invest in our community. She stated that she was not crazy about the proposed development. Commission Member Kuykendall stated that she could support the request if they agreed to installing a wrought iron fence with masonry columns and living screen.

Commission Member McCall stated that he would also feel more comfortable voting in support of the requested if they added a wrought iron fence with masonry columns and living screen per Staff's recommendation.

Commission Member Smith asked Staff if they have any remaining concerns. Ms. Pickett stated that Staff is willing to compromise and have the screening only along State Highway 5 (McDonald Street).

Chairman Cox asked Ms. Williams if they have considered installing wrought iron fencing with masonry columns and living screen as discussed by the Commission and Staff. Ms. Williams asked how much and where the fencing was being suggested. Chairman Cox stated that it would need to be all along State Highway 5 (McDonald Street). Ms. Williams asked what type and height shrubs were being suggested to be planted. She stated that was what they were trying to eliminate, especially where the trees were going to be located. Ms. Williams stated that would be like a solid wall of 6' hedge with tiny trees in front of it, along with the fencing, and then a 10' landscape buffer. Ms. Pickett stated that the Commission could allow a different size and type of shrub as part of their motion. Ms. Williams wanted to clarify that they were talking about the south side of the driveway and extending to the corner of State Highway 5 (McDonald Street) and McMakin Street. Ms. Pickett stated that Staff is in agreement that when you are driving south down State Highway 5 (McDonald Street), there should not be a view of the overhead doors. She stated that the view is from the northbound travel lanes. Ms. Williams went to discuss the wrought iron fence with masonry columns and living screen with the property owner in the audience.

Chairman Cox asked for the speed limit on State Highway 5 (McDonald Street) in this area. Ms. Pickett stated that it is 35 miles per hour.

Commission Member Smith stated that she appreciates the comments from Ms. Miller with the McKinney Housing Authority. She stated that we have a duty to provide the highest and best utilization of our standards. Chairman Cox stated that was a good point. He stated that the McKinney Housing Authority has made a big commitment to this area with pledging money and man hours to upgrade the area. Chairman Cox stated that the Commission appreciates it.

Alternate Commission Member Franklin asked if Newsome Homes had wrought iron fencing with masonry columns. Ms. Pickett said yes, and providing the same on the subject property would be complementary to it.

Commission Member Smith asked if clarification on what shrubs would be required. Ms. Pickett stated that typically it is 3' tall at the time of planting. She stated that this is discretionary, so there is an option to allow for different shrubs.

Commission Member Smith wanted to clarify that we were asked for wrought iron fence with masonry columns and shrubs. Ms. Pickett said yes.

Ms. Williams stated that she spoke with the property owner. She stated that he was willing to place the wrought iron fence with masonry columns, along with the shrubs and trees currently shown on the site plan, along the south side of their driveway entrance along State Highway 5 (McDonald Street). Chairman Cox asked Commission Member McReynolds if that met what he suggested. Commission Member McReynolds said yes.

On a motion by Commission Member McReynolds, seconded by Commission Member Kuykendall, the Commission voted to approve the proposed site plan and variances as requested by the applicant, with the amendment that they build a wrought iron fence with masonry columns along State Highway 5 (McDonald Street) commencing at the south side of the driveway and extending southward towards the corner of State Highway 5 (McDonald Street) and McMakin Street, with of vote of 6-1-0. Vice-Chairman Mantzey voted again the motion.

**18-0040Z      Conduct a Public Hearing to Consider/Discuss/Act on a Request to Rezone the Subject Property from "C" - Planned Center District, "RG-18" - General Residence District and "CC" - Corridor Commercial Overlay District to "PD" - Planned Development District and "CC" - Corridor Commercial Overlay District, Generally to Allow Commercial and Multi-Family Residential Uses (Millennium Place), Located Approximately 830 Feet West of Hardin Boulevard and on the North Side of U.S. Highway 380 (University Drive) (REQUEST TO BE TABLED)**

Ms. Melissa Spriegel, Planner I for the City of McKinney, explained that Staff recommends that the public hearing be continued and the item be tabled to the June 12, 2018 Planning and Zoning Commission meeting to allow the applicant to modify the request. She offered to answer questions. There were none.

Chairman Cox opened the public hearing and called for comments. There being none, on a motion by Commission Member McCall, seconded by Commission Member McReynolds, the Commission voted unanimously to continue the public hearing and table

the proposed rezoning request to the June 12, 2018 Planning and Zoning Commission meeting as recommended by Staff, with a vote of 7-0-0.

**18-0052FR Conduct a Public Hearing to Consider/Discuss/Act on a Facade Plan Appeal for a Retail Building (380 and Ridge Retail Building), Located Approximately 300 Feet East of Ridge Road and on the South Side of U.S. Highway 380 (University Drive) (REQUEST TO BE TABLED)**

Ms. Melissa Spriegel, Planner I for the City of McKinney, explained that Staff recommends that the public hearing be continued and the item tabled to the June 12, 2018 Planning and Zoning Commission meeting due to public notification signs not being posted on the subject property within the timeframe required by the Zoning Ordinance. She offered to answer questions. There were none.

Chairman Cox opened the public hearing and called for comments. There being none, on a motion by Commission Member McReynolds, seconded by Commission Member McCall, the Commission voted unanimously to continue the public hearing and table the proposed facade plan appeal to the June 12, 2018 Planning and Zoning Commission meeting as recommended by Staff, with a vote of 7-0-0.

**18-0003SUP Conduct a Public Hearing to Consider/Discuss/Act on a Specific Use Permit Request for a Restaurant with Drive-Through Window (Shops at Lake Forest), Located Approximately 300 Feet West of Lake Forest Drive and on the South Side of Collin McKinney Parkway**

Ms. Danielle Quintanilla, Planner I for the City of McKinney, explained the proposed specific use permit request (SUP). She stated that the applicant is requesting approval of a specific use permit (SUP) to allow for a restaurant with drive-through window on the subject property. Ms. Quintanilla stated that the applicant is proposing to construct a 14,940 square-foot building, of which 5,000 square feet will be for the restaurant with drive-through window, located on the east side of the proposed building. She stated that the governing "C1" – Neighborhood Commercial District requires that a specific use permit be granted in order for a restaurant with drive-through window be operated on the subject property. Ms. Quintanilla stated that an existing apartment complex is located west and south of the subject property. She stated that to the north and east there are commercially zoned properties that are currently undeveloped. Ms. Quintanilla stated that Staff is of the professional opinion that the proposed restaurant with drive-through window will be compatible for the area given the frontage along Collin McKinney Parkway

near the intersection of Lake Forest Drive, as well as the anticipated commercial uses to the north and east of the subject property. She stated that Staff recommends approval of the proposed specific use permit and offered to answer questions. There were none.

Mr. Juan Vasquez, 1919 S. Shiloh Road, Garland, TX, briefly explained the proposed specific use permit and requested a recommendation of approval for the request. He stated that the property owner is also developing the property across the street to the north with similar retail uses. Mr. Vasquez stated that development across the street would not have a restaurant with a drive-through window. He stated that possible tenants had already contacted the property owner about wanting to develop a restaurant with a drive-through window on the subject property.

Chairman Cox opened the public hearing and called for comments. There being none, on a motion by Commission Member Smith, seconded by Alternate Commission Member Franklin, the Commission unanimously voted to close the public hearing and recommend approval of the proposed specific use permit (SUP) as recommended by Staff, with a vote of 7-0-0.

Chairman Cox stated that the recommendation of the Planning and Zoning Commission will be forwarded to the City Council meeting on June 19, 2018.

**18-006M      Conduct a Public Hearing to Consider/Discuss/Act on  
the Semiannual Report with Respect to the Progress of  
the Capital Improvements Plan for Roadway and Utility  
Impact Fees**

Ms. Jennifer Arnold, Planning Manager for the City of McKinney, explained the Semiannual Report with respect to the progress of the Capital Improvements Plan for Roadway and Utility Impact Fees as required by Chapter 395 of the Texas Local Government Code. She stated that this is required by law to be done every six months. Ms. Arnold stated that the last report came before the Planning and Zoning Commission on December 12, 2017. She stated that the Planning and Zoning Commission also serves as the Capital Improvements Advisory Committee. Ms. Arnold stated that the report includes the collection, transfer, and allocation of any roadway and utility impact fees for capital improvement projects. She stated that the Capital Improvements Plan for the Semiannual Report was adopted on November 19, 2013 as part of the 2012-2013 Impact Fee Update. Ms. Arnold stated that this was not the same as the City's overall Capital

Improvements Program. She stated that the beginning live to date balance for the Roadway Impact Fee fund was approximately \$6.5 million, and that the city collected approximately \$2 million in roadway impact fees during the first half of the fiscal year. She continued to say that the City transferred out or refunded approximately \$20 thousand and allocated \$3.6 million to future projects, so the remaining available balance at the mid-point of the fiscal year is approximately \$5.2 million. Ms. Arnold then discussed the Utility Impact Fee fund activity. She stated that there was only one Utility Service Area that includes the City limits and Extraterritorial Jurisdiction (ETJ). Ms. Arnold stated that the Utility Impact Fee fund started out with approximately \$9.4 million at the beginning of the fiscal year, and that the city collected approximately \$1.4 million during the first half of the fiscal year. She continued to state that the city transferred out or refunded approximately \$1.6 million and allocated \$8.9 million to future projects, leaving a remaining available balance of just under \$500,000 at the mid-point of the fiscal year. Ms. Arnold briefly discussed some of the active Roadway Impact Fee and Utility Impact Fee projects for this fiscal year. She stated that Staff recommends filing of the Semiannual Report with respect to the progress of the Capital Improvements Plan for Roadway and Utility Impact Fees and offered to answer questions.

Commission Member Smith asked when the last Capital Improvements Plan bond election was held. Ms. Arnold stated that her last recollection of a bond election for infrastructure projects was in 2016.

Commission Member Smith asked when the next Capital Improvements Plan bond election might be held. Ms. Arnold stated that determining the timing and projects of a bond election is determined by the City Manager's office, but might expect to see another bond election within the next one to two years.

Commission Member Smith asked for the dollar amount of the Capital Improvements Plan bond election funds that were last approved and not yet spent. Ms. Arnold stated that she would need to research into that information and get back with the Commission.

Chairman Cox had questions regarding the timing of the Custer Road Design project listed on the Active Roadway Improvement Plan Project Summary Sheet. Ms. Arnold stated that this project is a Texas Department of Transportation project and the

Cities of McKinney and Frisco have a partnership with them on it. She stated that she would need to check with the City of McKinney Engineering Department for the actual completion date. Chairman Cox asked if she felt that we were at least 5 – 6 years out of driving on that road. Ms. Arnold said yes.

Chairman Cox asked about the timing of the FM 546 Reconstruction project listed on the Active Roadway Improvement Plan Project Summary Sheet. Ms. Arnold stated that this was also a Texas Department of Transportation project that the City of McKinney is partnering on. She stated that the City of McKinney Engineering Department is estimating that it will be completed by September 2018.

Chairman Cox had questions regarding the timing for the Traffic Signalization Construction project listed on the Active Roadway Improvement Plan Project Summary Sheet. He stated that a lot of new development is happening in north and west McKinney. Chairman Cox stated that looking at the map there is only one project in that area. He asked if there are efforts on planning that area in terms of water and sewer line layouts, since we expect that area to grow in the near future. Ms. Arnold explained that Roadway Impact Fees can only be collected and spent on projects within the City limits. She stated that there is a lot of properties in the northwest section of McKinney that are currently not within the city limits; therefore, they are not eligible for roadway impact fee collection or spending impact fee funds there. Ms. Arnold stated that the City of McKinney Engineering Department is always actively looking at and tracking the overall Capital Improvement Program.

Commission Member Smith asked if Collin County might be interested in a joint roadway improvements venture for the northwest sector of the City. Ms. Arnold stated that Collin County will be holding a bond election in November 2018.

Alternate Commission Member Franklin asked when the roadways that the County and City will partner on might be known. Ms. Arnold stated that she was unfamiliar with the process for selecting roadway construction partnerships between the city and the county. She offered to get with the City of McKinney Engineering Department to learn more about the process.

Chairman Cox opened the public hearing and called for comments. There being none, the Commission unanimously approved the motion by Commission Member

McCall, seconded by Commission Member Smith, to close the public hearing and recommend filing of the Semiannual Report with respect to the progress of the Capital Improvements Plan for Roadway and Utility Impact Fees, with a vote of 7-0-0.

Chairman Cox stated that the recommendation of the Planning and Zoning Commission will be forwarded to the City Council meeting of June 19, 2018.

**END OF THE REGULAR AGENDA ITEMS AND PUBLIC HEARINGS**

Ms. Samantha Pickett, AICP, Planning Manager for the City of McKinney, introduced Mr. Mitch Corona, Planner I for the City of McKinney, as a new employee working with Ms. Jennifer Arnold, Planning Manager for the City of McKinney.

There being no further business, Chairman Cox declared the meeting adjourned at 7:02 p.m.

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BILL COX  
Chairman