

**AGENDA ITEM**

**TO:** Planning and Zoning Commission

**FROM:** Matt Robinson, AICP, Planning Manager

**SUBJECT:** Conduct a Public Hearing to Consider/Discuss/Act on a Site Plan for an Office Building (North Texas Surveying), Being Less than 1 Acre, Located Approximately 670 Feet West of College Street and on the North Side of U.S. Highway 380 (University Drive)

**APPROVAL PROCESS:** The Planning and Zoning Commission is the final approval authority for the proposed site plan.

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**STAFF RECOMMENDATION:** Staff recommends approval of the proposed site plan with the following conditions:

1. The applicant satisfy the conditions as shown on the Standard Conditions for Site Plan Approval Checklist, attached.
2. The applicant revise the landscape plan to add three 4" caliper canopy trees within the 10' landscape area along the common property line to adjacent residential uses.
3. The applicant revise the site plan to add the standard site plan notations for sanitation container screening, mechanical and air conditioning equipment screening, and lighting.

**However, the applicant has also requested approval of an alternate screening device (8' tall wood fence). Staff has concerns regarding the long term maintenance of the screening device and as such is unable to support the proposed alternate screening device.**

**APPLICATION SUBMITTAL DATE:** August 25, 2014 (Original Application)  
September 12, 2014 (Revised Submittal)  
September 19, 2014 (Revised Submittal)

**ITEM SUMMARY:** The applicant is proposing to utilize an existing 2,647 square foot building for a professional office on approximately 0.44 acres of land located along the north side of U.S. Highway 380 (University Drive). The existing garage structure on the site is proposed to be removed.

The applicant is requesting approval of an alternate screening device (8' tall cedar plank fence with metal post) from the Planning and Zoning Commission, which is discussed in further detail below.

**PLATTING STATUS:** The subject property is currently platted as Lots 12C, 13A, 14A and a Part of 3<sup>rd</sup> Avenue, Block 13 of the College Addition. An amending plat, subject to review and approval by the Director of Planning, will be required to be filed for recordation with the Collin County Clerk, prior to issuance of a certificate of occupancy.

**SURROUNDING ZONING AND LAND USES:**

Subject Property: "BG" – General Business District (Commercial Uses)

North	"RS 60" – Single Family Residence District (Single Family Residential Uses)	Single Residences	Family
South	"RS 60" – Single Family Residence District (Single Family Residential Uses)	Offices, Single Family Residences	
East	"BG" – General Business District (Commercial Uses)	Offices	
West	"BG" – General Business District (Commercial Uses)	Auto Repair	

**ACCESS/CIRCULATION:**

Adjacent Streets: U.S. Highway 380 (University Drive), Variable Width Right-of-Way, Major Regional Highway

Discussion: The subject property takes direct access off of U.S. Highway 380 (University Drive).

**PARKING:**

Proposed Use: Office (2,647 Square Feet)

Required Number of Spaces: One parking space for each 400 square feet

Total Required: 7 parking spaces

Total Provided: 11 parking spaces

Discussion: The applicant has satisfied the minimum parking requirements as specified within the Zoning Ordinance.

**LOADING SPACES:** No loading spaces are required for the proposed office use.

**SOLID WASTE CONTAINERS:** The applicant is proposing to utilize trash totes in-lieu-of a solid waste container. The applicant will need to provide the required notation for sanitation container screening on the site plan stating that the sanitation container screening walls will be brick, stone masonry or other architectural masonry finish, and include a metal gate.

**LANDSCAPING REQUIREMENTS:** Under the landscaping requirements of the Zoning Ordinance, non-residential uses that are adjacent to property used or zoned for single-family or duplex residential uses requires a 10' landscaped area between the common property line with one canopy tree for each 40 linear feet of exposure required. As such, the applicant will need to revise the landscape plan to add three additional canopy trees within the 10' landscaped area located at the rear of the property adjacent to the single family residential uses.

The applicant has satisfied all other landscape requirements as specified in Section 146-135 (Landscape Requirements) of the Zoning Ordinance.

**SCREENING REQUIREMENTS:** The applicant will need to provide the required notation on the site plan stating that all mechanical, heating, and air conditioning equipment shall be screened from the public right-of-way and from adjacent residential properties.

The Zoning Ordinance states that whenever a non-residential use is developed adjacent to a single-family residential zone or use, a 6' tall screening device is required. The Zoning Ordinance allows a masonry wall, or a wrought iron fence with masonry columns 20' on center with an evergreen living screen to satisfy this screening requirement by right. The Zoning Ordinance also allows the Planning and Zoning Commission to approve an evergreen living screen or another alternate screening device.

The applicant has proposed to install an 8' tall cedar plank fence with metal posts along the northern (approximately 200') property line to satisfy the screening requirements of the Zoning Ordinance. If an alternate screening device is proposed, the Planning and Zoning Commission must approve it through the site plan process or an approved screening device must be provided instead.

While the proposed wood fence exceeds the minimum screening height required by the Zoning Ordinance and should adequately screen the proposed use from the adjacent residential properties, Staff has concerns about the long term maintenance of a wood fence. As such, Staff is not in support of the proposed screening device.

The applicant has satisfied all other minimum requirements as specified in Section 146-132 (Fences, Walls, and Screening Requirements) of the Zoning Ordinance.

**LIGHTING AND GLARE REGULATIONS:** The applicant will be responsible for complying with Chapter 58 (Lighting and Glare Regulations) of the City of McKinney Code of Ordinances. The applicant will need to provide the City standard notation for lighting on the site plan.

**TREE PRESERVATION ORDINANCE:** The applicant will be responsible for complying with the Tree Preservation Ordinance.

**PUBLIC IMPROVEMENTS:**

Sidewalks: Existing along U.S. Highway 380 (University Drive)

Hike and Bike Trails: Not Required

Road Improvements: All road improvements necessary for this development, and as determined by the City Engineer

Utilities: All utilities necessary for this development, and as determined by the City Engineer

Discussion: Under the requirements of the Subdivision Ordinance, the applicant will be required to construct all necessary public improvements prior to filing the accompanying plat, unless otherwise specified in an approved facilities agreement.

**DRAINAGE:** The applicant will be responsible for all drainage associated with the subject property, and for compliance with the Storm Water Ordinance, which may require on-site detention. Grading and drainage plans are subject to review and approval by the City Engineer, prior to issuance of a building permit.

**FEES:**

Roadway Impact Fees: Applicable (Ordinance No. 2013-11-108)

Utility Impact Fees: Applicable (Ordinance No. 2013-11-109 and 2013-12-118)

Median Landscape Fees: Not Applicable

Park Land Dedication Fees: Not Applicable

Pro-Rata:

Not Applicable

**OPPOSITION TO OR SUPPORT OF REQUEST:** Staff has received no comments in support of or in opposition to this request.

**ATTACHMENTS:**

- Standard Conditions for Site Plan Approval Checklist
- Location Map & Aerial Exhibit
- Letter of Intent
- Proposed Site Plan
- Proposed Landscape Plan
- PowerPoint Presentation