



**City Council Development Committee  
Regular Meeting Minutes  
April 13, 2021  
Council Briefing Room  
300 West Main Street  
Grand Prairie, Texas**

**Committee Members Present**

Chairman Jeff Wooldridge  
Board Member Mike Del Bosque  
Board Member John Lopez

**Committee Members Absent**

**Staff Members Present**

Bill Hills, Deputy City  
Manager  
Megan Mahan, City  
Attorney  
Rashad Jackson, Planning  
Director  
Savannah Ware, Chief City  
Planner  
Jonathan Tooley, Planner  
Desiree Powell, Planning  
Technician

Chairman Jeff Wooldridge called a regular meeting of the City Council Development Committee to order at 6:16 p.m.

**AGENDA ITEMS**

- 1. Approval of minutes of the March 9, 2021 City Council Development meeting.**

Chairman Wooldridge made motion to change designation of members to Board Members and to revise minor typo in name spelling. Minutes approved; 3-0.

**2. Discuss proposed amendment to Article 6: Density and Dimensional Requirements, Article 10: Parking and Loading Standards, and Appendix W: Residential Development Standards of the Unified Development Code to clean up formatting, duplicate sections, and conflicting language.**

Savannah Ware, Chief City Planner, presented this item. She stated the update was aimed to correct carport language, material recommendations to be in line with state law (HB 2349) and removing language about the width of carports.

Chairman Wooldridge asked if changes for carports are done administratively. He also asked about materials that can be used for carports. Additionally, Board Member Del Bosque asked if residents could build carports in front.

Ms. Ware noted that staff cannot regulate materials by state law but can give recommendations. Rashad Jackson, Planning Director, added that other house bills are going to state legislation, so carports won't be affected. Mr. Jackson reiterated that this amendment is to clean up the ordinance and that nothing is else changing.

Board Member Del Bosque asked what the distance is for carports in which Board Member Lopez asked what the average setback of carports is. Jonathan Tooley, Planner, noted that this depends on the property and is determined on a case-by-case basis.

Ms. Ware contended that this amendment to simply clean up the ordinance and remove overlapping and/or conflicting language.

Chairman Wooldridge asked how a Zoning Board of Adjustments (ZBA) decision of denial could supersede CCDC. Mr. Jackson stated that denials are typically based on a hardship as reviewed and determined by ZBA; if denied by ZBA it would have to go to court.

Board Member Del Bosque motion for approval, second by Chairman Wooldridge; 3-0.

**3. Discuss proposed amendment to Article 4: Permissible Uses (Use Chart) of the Unified Development Code to add the use classification Convenience Store**

Rashad Jackson, Planning Director, presented this item. He stated that this was brought up by Building Inspections when issuing Certificate of Occupancies (CO) for convenience stores that don't have gasoline sales. He added that the land use classification and definition of variety stores are used for convenience store which has put a bind on them opening due to the distance requirement stated within the variety store definition. He recommended to add the use of "convenience store" to the land use chart with a Specific Use Permit (SUP) and have the same regulations as variety stores. He added

that existing convenience stores with a new user and/or a new Certificate of Occupancy (CO) wouldn't be required to get a SUP but any new building would require one.

Chairman Wooldridge asked what the distance rules were for dollar stores. Mr. Jackson stated it's 5,000 feet from another variety store, but the convenience stores would not follow distance restrictions.

Board Member Lopez asked if multiple convenience stores can be built around each other. Mr. Jackson agreed noting that the distance restriction will affect variety stores not convenience stores.

Chairman Wooldridge motion for approval, second by Board Member Del Bosque; 3-0

**4. Discuss proposed amendment to Appendix W: Residential Development Standards of the Unified Development Code to make minimum lot requirement to establish a Public Improvement District consistent with the existing PID ordinance**

Rashad Jackson presented this item. He stated this amendment is to clean up Appendix W and any conflicting language in the Unified Development Code (UDC) regarding the number of lots for Public Improvement District (PID) requirements.

Chairman Wooldridge asked if current PID can be extended to include additional homes into the boundary. Mr. Jackson noted it may have to be voted on by the PID but unsure of the legal procedures.

Megan Mahan, City Attorney, stated that people have asked about smaller PIDs and contributing to a larger PID. Mr. Jackson added that a cost analysis could be done for the number of homes in relation to having a PID in a smaller neighborhood.

Bill Hills, Deputy City Manager, added that smaller PIDs could be reviewed on a case-by-case basis if there are less than 175 homes with a variance during the zoning process. He added that this could be a streamlined process and be seen by City Council. Mr. Jackson added that an option currently exists to do a Homeowners Association (HOA) or a PID for new single-family homes and/or subdivisions.

Chairman Wooldridge motion for approval, second by Board Member Lopez. Agenda concluded at 6:50 p.m.

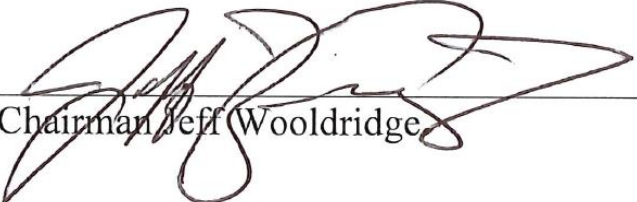
**EXECUTIVE SESSION**

The City Council Development Committee may conduct a closed session pursuant to Chapter 551, Subchapter D of the Government Code, V.T.C.A., to discuss any of the following:

- 1) Section 551.071 "Consultation with Attorney" – Alcohol Regulations
- 2) Section 551.072 "Deliberation Regarding Real Property"
- 3) Section 551.074 "Personnel Matters"
- 4) Section 551.087 "Deliberations Regarding Economic Development Negotiations."

Megan Mahan presented this item during the executive session. She stated that nothing has changed regarding alcohol regulations in response to what can be done about growing number of liquor stores. She contended that the City is doing everything they can within state law and with the presence of a security ordinance.

The meeting was adjourned at 7:10 p.m.



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Chairman Jeff Wooldridge