

**MINUTES  
OF THE MEETING OF THE  
CITY OF BENBROOK  
PLANNING & ZONING COMMISSION  
THURSDAY, OCTOBER 12, 2006**

The regular monthly meeting of the Planning & Zoning Commission of the City of Benbrook was held on Thursday, October 12, 2006 at 7:30 p.m. in the Council Chambers at 911 Winscott Road with the following members present:

George Bolton  
Alfredo Valverde  
Bret Early  
John Dawson  
Larry Marshall

Also Present:

Dave Gattis, Assistant City Manager  
Ed Gallagher, City Planner  
Sue Clark, Recording Secretary  
Laurie Walther  
John Grulke  
Mark Ward  
Jo Hughes

**I. CALL TO ORDER**

Chairman Early called the meeting to order at 7:30 p.m.

**II. CONSIDERATION OF MINUTES**

**Regular Meeting – September 14, 2006**

Motion by Mr. Valverde to approve the minutes of the September 14, 2006 regular meeting of the Planning and Zoning Commission. Second by Mr. Dawson. The Chair called the question.

Vote on the Motion:

Ayes: Mr. Bolton, Mr. Valverde, Mr. Early, Mr. Dawson, and Dr. Marshall

Noes: None

Motion carried 5 – 0

**III. REPORTS OF CITY STAFF**

**A. ZONING**

Z – 06 – 05            Consider approval of auxiliary parking in accordance with Section 24, Parking and Vehicular Circulation Regulations, D, 17, of Ordinance Number 808, as amended, on the south 145 feet of Lot 4-B, Block 38, Benbrook Lakeside Addition (1024 Winscott Road)

The Chair introduced the item and asked for a presentation from the applicant.

Laurie Walther said she is one of the owners of Winscott Road Funeral Home, located at 1001 Winscott Road. She said the funeral home began operation at the current location in 1997 and for the last few months they have been planning and designing a new facility, to be located immediately south of the current building. They hope to begin construction sometime in 2007, in conjunction with their 10<sup>th</sup> anniversary.

Ms. Walther said they currently have sufficient parking to meet code requirements and they have sufficient land for expansion, while still meeting code requirements for parking. She said the request for auxiliary parking before the Commission is strictly for occasional need, overflow parking, possibly twice a month and not at peak traffic times. She said the concept plan submitted to the Commission would possibly be built in 2008 or 2009 and they do not intend to use the entire area for parking. There would likely be a lot of green space on the west side of the property and they fully intend to meet or exceed all codes including landscape, lighting, setback, and signage directing pedestrians to cross at the Highbush Drive and Winscott Road intersection. She said they would also monitor the safety situation when the overflow parking is used, including utilizing their motor escort service and possibly off duty police officers.

The Chair asked for any comments or questions from the Commission. There being none, the Chair asked for a report from Staff.

Ed Gallagher said Winscott Road Funeral Home requests approval of auxiliary parking on the south 145 feet of Lot 4-B, Block 38, Benbrook Lakeside Addition. The funeral home is located on the east side of Winscott Road at 1001 and the proposed auxiliary parking is on the west side of Winscott Road at 1024, part of the "D" District zoned lot owned by O.A. Coon. The proposed auxiliary parking is requested under provisions of Section 24, D, 17 of the Zoning Ordinance.

Mr. Gallagher said the application notes the on-site parking meets ordinance minimums and describes the proposed auxiliary parking as overflow. The application cites conformance with restrictions a, b, and c of the auxiliary parking provisions regarding setbacks, parking surface, and screening fences. Lighting is not addressed in the application but should conform as a condition of approval along with any identification signage.

Mr. Gallagher said the main concern the Staff has is that the location of the funeral home and auxiliary parking will cause people to cross the four-lane, 40 mile per hour arterial street separating the two sites. The safest crossing location for pedestrians is at the intersection of Highbush Drive with Winscott Road and the Staff recommends signage directing users to cross Winscott Road at that location.

Mr. Gallagher said Staff recommends that the Planning and Zoning Commission approve the Z – 06 – 05 application of Winscott Road Funeral Home for auxiliary parking on the south 145 feet of Lot 4-B, Block 38, Benbrook Lakeside Addition subject to:

1. conformance with all elements of the application,
2. conformance with Section 24, D, 17 and Section 27 of the Zoning Ordinance,
3. the property be properly platted when it is subdivided, and
4. information signs to be provided directing pedestrians to cross Winscott Road only at the Highbush Drive intersection.

The Chair asked for any comments or questions from the Commission. Mr. Bolton said that even if the City were to place a crosswalk at the Winscott Road and Highbush Drive intersection, people would still be crossing through 40 mile per hour traffic. Mr. Gallagher agreed.

There being no further comments or questions from the Commission, the Chair opened the public hearing at 7:43 p.m. and asked if anyone wished to speak for or against the item.

John Grulke, 1021 Johnson Street, said he is concerned with semi-trucks parking overnight, lighting, and children playing on the auxiliary parking lot.

Mark Ward, 1013 Johnson Street, said he lives west of the subject property and asked if a privacy fence will be required between the two properties.

Mr. Gallagher said a six-foot wood privacy fence would be required along the property line of the subject property where it abuts the adjacent properties. He said the applicant could secure the property to prohibit overnight parking.

Mr. Early asked the applicant if overnight parking has been a problem on their lot east of the funeral home. Ms. Walther said there are signs posted for no trespassing and do not anticipate having a problem on the subject lot. She said the Benbrook Police Department uses the existing parking lot to monitor traffic on Winscott Road.

Dr. Marshall asked the applicant if they would be receptive to a requirement that the drive and walk be located on the southern most part of the property. Ms. Walther said they have discussed placing the drive in the center, but would certainly abide by any Commission requirements.

The Chair asked if anyone else wished to speak for or against the item. There being none, the Chair closed the public hearing at 7:51 p.m. and asked for any further comments, questions, or a motion from the Commission.

Mr. Valverde said he would be willing to advocate requiring all the vehicular and pedestrian traffic egress and ingress from the most southern part of the parking lot. He said he thought that would be the most effective way that would meet the purposes of both safety and providing the applicant the additional parking lot for future events.

Mr. Dawson asked Staff if the Commission were to approve the action, what would be the timeline for the crosswalk installation and who would be responsible. Dave Gattis said it could be a City responsibility if timed when the applicant actually constructs the parking lot.

Mr. Early said he thinks the Commission has always been pro-business but pro-resident also, when trying to balance the issues and they need to make sure that what is developed is both logical and safe. Mr. Early said he is most concerned about safety, whether pedestrians cross at Highbush or further north on the property.

The Chair asked for any further comments, questions, or a motion from the Commission.

Motion by Mr. Valverde to approve Z-06-05, as recommended by Staff and require all ingress and egress on the most southerly part of the site, aligned with Highbush Drive. Second by Mr. Dawson. The Chair called the question.

Vote on the Motion:

Ayes: Mr. Valverde and Mr. Dawson

Noes: Mr. Early, Dr. Marshall, and Mr. Bolton

Motion failed 2 – 3

**B. SUBDIVISION PLATS**

None

**C. PD SITE PLANS**

None

**D. GENERAL**

None

**IV. PRESENTATIONS BY PLANNING AND ZONING COMMISSION MEMBERS**

None

**V. CITIZENS PRESENTATIONS**

None

**VI. ADJOURNMENT**

The Chair noted there were no additional matters of business on the regular Commission agenda and declared the Commission regular meeting adjourned at 8:10 p.m.

APPROVED: \_\_\_\_\_ 2006

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Chair