

MINUTES
PLANNING AND ZONING COMMISSION MEETING
February 16, 2017

CALL TO ORDER – Roll Call and Determination of a Quorum

The Planning and Zoning (P&Z) Commission met on the above date. Chairperson Wright called the meeting to order at 7:03 p.m. He noted Commissioner Leamy was not present and asked Alternate Two Commissioner Crutcher to be a voting member for tonight's meeting. He agreed.

Commissioners Present:

✓	Chairperson Wright	Alternate Cassavechia
✓	Commissioner Lozano	✓ Alternate Crutcher
✓	Commissioner Jeang	Alternate Douglas
✓	Commissioner Leamy (arrived late)	
✓	Commissioner Sutaria	

Staff/Others Present:

✓	City Administrator Flanigan	City Attorney Shelby
✓	City Secretary Scott Grey	

PLEDGE OF ALLEGIANCE

The pledges were recited.

PUBLIC COMMENTS The Commission invites any person with business before the Commission to speak to the Commission. No formal action may be taken on these items at this meeting. Please keep comments to 3 minutes.

No comments.

INDIVIDUAL CONSIDERATION ITEMS

1. CONSIDERATION AND/OR ANY APPROPRIATE ACTION MEETING MINUTES FOR JANUARY 26, 2017.

MOTION: Commissioner Jeang moved to approve the minutes as presented. Commissioner Lozano seconded with Commissioners Wright, Lozano, Jeang, Sutaria, and Crutcher voting for the motion. Motion carried 5-0.

2. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON WHITESTONE ESTATES (FORMERLY DONIHOO FARMS) PHASE 1 FINAL PLAT. [Tabled – 01262016]

City Administrator Flanigan briefly reviewed the item, stating this item was tabled at the January 26, 2017 P&Z Commission meeting. The development was delayed a little due to rain, but a lot of work had transpired. City Engineer Birkhoff completed a site visit on Tuesday, February 14 and prepared a letter Wednesday, February 15, 2017, which listed a few items not yet completed. Mr. Birkhoff included a cover letter that provided an engineering cost estimate of \$38,000 or the estimated cost to complete the remaining items for the project. Mr. Flanigan recommended the Commissioners get an update from the developer and the developer's engineer of record on the project since Tuesday. (See Exhibit A – Birkhoff, Hendricks & Carter, L.L.P. letter, dated February 15, 2017.)

Whitestone Estates (Formerly Donihoo Farms) Representative/Manager Stephen L. Sallman, 4925 Greenville Avenue, Suite 1020, Dallas, Texas, said the subdivision looked great. Items 1, 6, and 7, on Mr. Birkhoff letter, were included in the cost estimate and had to do with grading. Mr. Sallman said he would have his engineer address those items. Items 2 and 3 involved the utility contractor and those items should be rectified in approximately four (4) days. He asked Mr. Hovas with Westwood Engineering to come forward and review the project. As Mr. Hovas came forward, Mr. Sallman proposed the P&Z Commission recommend approval of the plat to City Council with the provision that he would escrow the estimated \$38,000, the estimated outstanding work to be completed as of today, February 16, 2017.

Richard Hovas, P.E., with Westwood Engineering, 2740 North Dallas Parkway, #280, Plano, TX, updated the Commission on the detention pond, the parkway along the west side of Whitestone Drive, and water ponds on Donna Drive, stating those projects would be completed in the near future, 1-2 days. Mr. Hovas asked if any of the Commissioners had questions.

Vice Chair Lozano noted ponding in some of the bar ditches, areas that the silt fencing was down, and transformers in the bar ditches. Mr. Hovas said there had been many contractors in and out of the development, but those items would be completed as soon as the area dried.

Commissioner Crutcher asked about gas lines in the subdivision. City Administrator said that was not a requirement to build a house. There was a portion of the City that used propane. Mr. Sallman was working to have gas in the subdivision. The regulations did not specify gas. Mr. Sallman said he would like to have gas, but he did not have a supplier yet. Mr. Flanigan said the City hired a Stormwater Inspector. If the gas lines were added later, the inspector would make sure the ditch grading and silt fencing were maintained to the plat specifications.

Commissioner Leamy arrived.

Chairperson Wright said he thought the P&Z Commission could recommend approval subject to the noted changes with the escrowed funds of \$38,000.

Commissioner Jeang asked to be reminded of the landscaping and fencing issues discussed. City Administrator Flannigan said the P&Z Commission had no objections to the landscaping and fencing, discussed at the January 26, 2017 P&Z Commission meeting, and it would be a good idea to have that comment as part of this motion.

Commissioner Lozano moved to recommend approval of the Whitestone Estates (Formerly Donihoo Farms) Phase 1 Final Plat with the escrowed funds of \$38,000, to take care of the issues in City Engineer John Birkhoff's letter, dated February 15, 2017. In addition, P&Z Commission approved the landscaping and fencing along the parkway on Whitestone Drive. Commissioner Jeang seconded with Commissioners Wright, Lozano, Jeang, Sutaria, and Crutcher voting for the motion. Motion carried 5-0.

ROUTINE ITEMS

3. FUTURE AGENDA ITEMS

- City Administrator Flannigan said there would be a Capital Improvements Advisory Council (CIAC) meeting next Thursday, February 23, 2017, 7:00 p.m. and that was all he had at this time.

4. ADJOURN

Chairperson Wright adjourned the meeting at 7:17 p.m.



Minutes Approved on 23rd day of March, 2017.


Chairperson Wright

Attest:


Commission Secretary Jeang

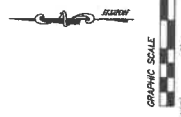

Prepared by City Secretary Patti Scott Grey

Exhibit(s):

A - City Engineer Birkhoff's letter, dated February 15, 2017

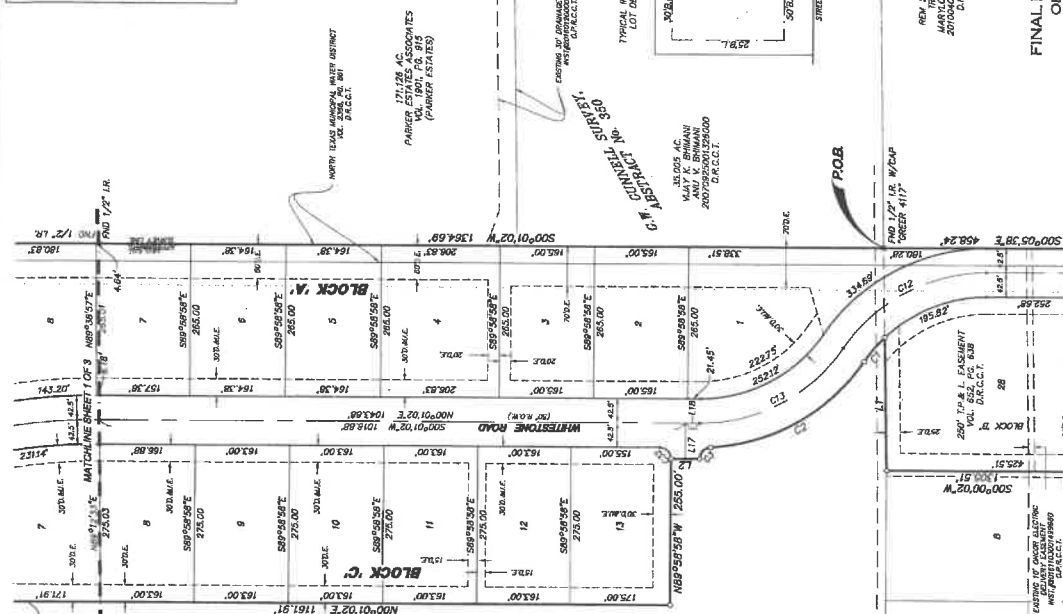


VICINITY MAP
NOT TO SCALE



171.128 AC
PARKER ESTATES ASSOCIATES
VOL. 1801, PG. 815
(PREVIOUS ESTATE)

NORTH TEXAS NATIONAL WATER DISTRICT
DE. 2006, CL. 181
D.R.C.C.T.



BUILDABLE AREA

Block 'A'	Block 'B'	Block 'C'
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LOT ACREAGE

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DEVELOPER: GENEVA PARTNERS, L.P.
VOL. 3874, PG. 2850
D.R.C.C.T.

RESERVED RIGHTS ON 8.55 AC
N.B. 58°55'58" W. 274.00'

FINAL PLAT

WHITESTONE ESTATES, PHASE 1
104.536 ACRES
74 RESIDENTIAL LOTS/1 OPEN SPACE LOT

OUT OF THE
THOMAS ESTES SURVEY, ABSTRACT NO. 296
IN THE
CITY OF PARKER, COLLIN COUNTY, TEXAS

ENGINEER/SURVEYOR
Westwood
DALLAS, TEXAS 75206
(214) 368-0238

OWNER
DONIHOO FARMS, LTD.
4925 GREENVILLE AVENUE, SUITE 1020
DALLAS, TEXAS 75206
(214) 368-0238

104.536 ACRES JANUARY 18, 2017 0003570 WHITESTONE ESTATES, PHASE 1
© 1983/2016/2017 Westwood Professional Services, Inc.

- NOTES:
1. ACCORDING TO THE FLOOD INSURANCE RATE MAP (FIRM) COMMUNITY PANEL NO. 480600004S, THE SUBJECT TRACT DOES NOT APPEAR TO BE WITHIN THE 100 YEAR FLOODPLAIN.
 2. THE BEARINGS SHOWN HEREON ARE CREATED FROM ACTUAL FIELD SURVEYS, AND ARE NOT TO BE CONSIDERED AS A SUBSTITUTE FOR A PROFESSIONAL ENGINEER'S SURVEY.
 3. SELLING A PORTION OF THIS ADDITION BY METES AND BOUNDS IS A VIOLATION OF CITY BUILDING CODES.
 4. ALL LOT CORNERS HAVE BEEN SET.
 5. THE ON-SITE SEWAGE FACILITIES, PRESENCE OF POOL OR OTHER STRUCTURES, SHALL BE THE RESPONSIBILITY OF THE OWNER.
 6. THE ON-SITE SEWAGE FACILITIES TO LURICIDE TREATMENT WITH SURFACE APPLICATION ON INDIVIDUAL LOTS.
 7. INDIVIDUAL SITE EVALUATIONS AND ON-SITE DESIGN PLANS (MEETING ALL STATE AND COUNTY REQUIREMENTS) MUST BE SUBMITTED TO AND APPROVED BY COLLIN COUNTY FOR EACH LOT PRIOR TO CONSTRUCTION OF ANY LOT.
 8. THERE ARE NO WATER WELLS NOTED IN THIS SUBDIVISION AND NO WATER WELLS ARE ALLOWED PRIOR TO APPROVAL FROM COLLIN COUNTY.
 9. MOST MONTANA STATE-MANDATED SETBACK OF ALL ON-SITE SEWAGE FACILITY COMPONENTS FROM EXISTING/PROPOSED LOTS, EXCEPT FOR THE SEWAGE TREATMENT UNIT, SHALL BE 10 FEET. EXCEPT FOR EXISTING/PROPOSED LOTS, EXCEPT FOR THE SEWAGE TREATMENT UNIT, SHALL BE 10 FEET. EXCEPT FOR EXISTING/PROPOSED LOTS, EXCEPT FOR THE SEWAGE TREATMENT UNIT, SHALL BE 10 FEET.

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BIRKHOFF, HENDRICKS & CARTER, L.L.P.
PROFESSIONAL ENGINEERS

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Dallas, Texas 75243

Fax (214) 461-8390

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MATT HICKEY, P.E.
ANDREW MATA, JR., P.E.
JOSEPH T. GRAJEWSKI, III, P.E.
DEREK B. CHANEY, P.E.
CRAIG M. KERKHOFF, P.E.

February 15, 2017

Mr. Jeff Flanigan
City of Parker
5700 E. Parker Rd.
Parker, Texas 75002

Re: Whitestone Estates (formerly Donihoo)

Dear Mr. Flanigan:

We completed a site visit to the Whitestone Estates development on Tuesday, February 15, 2017 to determine if the work is complete. During our site visit we observed the following:

The detention pond has been excavated and the bottom is rough graded. It appears wind rows are in the bottom and holds water.

Fire Hydrants have not been rotated to have the 5 1/4 inch nozzle pointed to the street and valve stacks need to be adjusted to grade. Final grading around the fire hydrants will need to take place.

Water meter boxes have not been installed.

It was reported that the gas line has not been installed and that the addition may not be served by gas.

No vegetation has been established. It has been reported that the disturbed areas have been seeded.

The parkway along the west side of Whitestone Drive has a windrow berm preventing storm water from draining to the drainage ditch.

Water ponds on the pavement at the intersection of Donna Drive and Donihoo Drive.

It is our opinion that the fire hydrants and valve stacks should be able to be completed within a few days, clean up grading within a week. We are not sure what will need to take place to resolve the ponding of water at Donna Drive and Donihoo Drive, the design engineer will need to review this intersection. We are available at your convenience to discuss any questions you may have of our finding.

Sincerely,



John W. Birkhoff, P

Exhibit A