



CITY OF GRAPEVINE, TEXAS  
REGULAR JOINT MEETING OF CITY COUNCIL AND  
PLANNING AND ZONING COMMISSION MINUTES  
TUESDAY, DECEMBER 19, 2023

GRAPEVINE CITY HALL, COUNCIL CHAMBERS  
200 SOUTH MAIN STREET  
GRAPEVINE, TEXAS

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5:15 p.m.	Dinner – Planning and Zoning Conference Room
5:30 p.m.	Special Meeting – Planning and Zoning Conference Room
7:00 p.m.	Briefing Session – Planning and Zoning Conference Room
7:30 p.m.	Joint Regular Meeting – City Council Chambers

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The Planning and Zoning Commission of the City of Grapevine, Texas met in Regular Session on this the 19<sup>TH</sup> day of December 2023 in the Planning and Zoning Conference Room with the following members present-to-wit:

Larry Oliver	Chairman
Dennis Luers	Member
Beth Tiggelaar	Member
David Hallberg	Member
Jason Parker	Member
Traci Hutton	Member
Mark Assaad	Alternate
Ben Johnson	Alternate

With Monica Hotelling absent, constituting a quorum. Sharron Rogers was present as a Council representative. The following City Staff were present:

Matthew Boyle	City Attorney
Erica Marohnic	Planning Services Director
Albert Triplett	Planner II
Natasha Gale	Planner I
Lindsay Carey	Planning Technician

**SPECIAL MEETING CALL TO ORDER: 5:30 p.m.** - Planning and Zoning Commission Conference Room

**WORKSHOP**

1. Receive a report, hold a discussion and provide staff direction with proposed amendments to the Comprehensive Master Plan (1974-1994, updated 1987) of

the City of Grapevine Ordinance (Ordinance No. 87-11), and take any necessary action.

*The Commission discussed this item.*

*Staff presented an updated assessment area map and a table for the Central Business District, focusing between Northwest Highway and Hudgins and South Church Street to Barton Street. The Commission discussed potential changes to the Central Business District, primarily on the east side of South Main Street, including concerns about parking and congestion, and the zoning of various properties.*

**REGULAR MEETING CALL TO ORDER: 7:00 p.m.** - Planning and Zoning Commission Conference Room

**BRIEFING SESSION**

2. Conduct a briefing session to discuss all items scheduled on tonight's agenda. No action will be taken. Each item will be considered during the Regular Session, which immediately follows the Joint Public Hearings.

Briefing Session adjourned at 7:12 p.m.

**JOINT MEETING WITH CITY COUNCIL: 7:30 p.m.** – City Council Chambers

3. Invocation and Pledge of Allegiance: Commissioner Traci Hutton

**JOINT PUBLIC HEARINGS**

4. Conditional Use Permit **CU23-33 (7-Eleven)** – City Council and Planning and Zoning Commission to conduct a public hearing relative to an application submitted by Jennifer Derenski requesting a conditional use permit to amend the previously approved site plan CU2019-02 (Ordinance No. 2019-006) for a master site development plan for gasoline sales and off premise consumption of alcoholic beverages (beer and wine only) in conjunction with a convenience store. This request is specifically to revise the floor plan to allow for a Laredo Taco Company restaurant within the existing 7-Eleven convenience store and gas station. The subject property is located at 3580 North Grapevine Mills Boulevard and is currently zoned "CC", Community Commercial District.

*The Commission and Council received a report from staff and held the public hearing. Applicant, Mike McMunn and 7-Eleven representative, Lucas Patton, presented and answered questions.*

5. Zoning Change Application **Z23-09** (711 East Wall Street) and Final Plat of Lot 1, Block 1, Martha's Vineyard – City Council and Planning and Zoning Commission to conduct a public hearing relative to an application submitted by Neal Cooper requesting to rezone 0.230 acre from a "HC", Highway Commercial District to a "R7.5", Single-Family District for the purpose of developing a single-family residential dwelling. The applicant is also requesting to plat one residential lot.

*The Commission and Council received a report from staff and held the public hearing. Applicant representative, Neal Cooper, presented and answered questions.*

6. **AM23-06** Multi-Tenant Pole Signs – City Council and Planning and Zoning Commission to conduct a public hearing relative to amendments and changes to the Comprehensive Zoning Ordinance, No. 82-73, same being Appendix D of the Code of Ordinances, as follows: Section 60, Sign Standards relative to On-Premise Signs and Pole Sign Conditional Uses.

*The Commission and Council received a report from staff and held the public hearing. Developer, Brett Anz, presented and answered questions.*

7. **MP23-01** Comprehensive Master Plan – City Council and Planning and Zoning Commission to conduct a public hearing relative to amendments and changes to the Comprehensive Master Plan (1974-1994, updated 1987) of the City of Grapevine Ordinance No. 87-11, as follows: Subsection E., Future Land Use, of Section IV., Land Use to revise zoning districts consistent in corresponding future land use categories.

*The Commission and Council received a report from staff and held the public hearing.*

Planning and Zoning Commission recessed to the Planning and Zoning Commission Conference Room, Second Floor, to consider published agenda items.

**REGULAR SESSION:** *(Immediately following the Joint Public Hearings)* Planning and Zoning Conference Room

Chairman Oliver called the regular session to order at **7:55 p.m.**

#### 8. CITIZEN COMMENTS

*No one spoke during citizen comments.*

#### OLD BUSINESS

None.

NEW BUSINESS

9. Conditional Use Permit CU23-33 (7-Eleven) – Consider the application and make a recommendation to City Council.

*The Commission discussed this item.*

Motion was made to **approve** Conditional Use Permit **CU23-33** (3580 North Grapevine Mills Boulevard):

Motion: Parker  
Second: Hallberg  
Ayes: Oliver, Assaad, Luers, Tiggelaar, Hutton  
Nays: None  
Approved: 7 - 0

10. Zoning Change Application Z23-09 (711 East Wall Street) – Consider the application and make a recommendation to City Council.

*The Commission discussed this item.*

Motion was made to **approve** Zone Change Request **Z23-09** (711 East Wall Street):

Motion: Hutton  
Second: Tiggelaar  
Ayes: Parker, Oliver, Luers, Hallberg, Assaad  
Nays: None  
Approved: 7 – 0

11. **Final Plat** of Lot 1, Block 1, Martha’s Vineyard – Consider the application and make a recommendation to City Council.

*The Commission discussed this item.*

Motion was made to **approve** the Statement of Findings and the Final Plat of Lot 1, Block 1, Martha’s Vineyard (711 East Wall Street):

Motion: Parker  
Second: Assaad  
Ayes: Luers, Oliver, Hutton, Hallberg, Tiggelaar  
Nays: None  
Approved: 7 – 0

12. **AM23-06 Multi-Tenant Pole Signs** – Consider the application and make a recommendation to City Council.

*The Commission discussed this item.*

Motion was made to **approve** text amendment to the Zoning Ordinance AM23-06 (Multi-Tenant Pole Signs):

Motion: Hallberg  
Second: Luers  
Ayes: Hutton, Oliver, Tiggelaar, Assaad, Parker  
Nays: None  
Approved: 7 – 0

13. **MP23-01 Comprehensive Master Plan** – Consider the application and make a recommendation to City Council.

*The Commission discussed this item.*

Motion was made to **approve** Master Plan text amendment **MP23-01** (Comprehensive Master Plan):

Motion: Hutton  
Second: Parker  
Ayes: Oliver, Luers, Tiggelaar, Assaad, Hallberg  
Nays: None  
Approved: 7 – 0

14. Consider the minutes of the November 21, 2023 Regular Planning and Zoning Commission meeting.

*The Commission discussed this item.*

Motion was made to **approve** the minutes of the November 21, 2023 Planning and Zoning Commission meeting.

Motion: Assaad  
Second: Tiggelaar  
Ayes: Oliver, Luers, Hallberg  
Nays: None  
Abstained: Parker, Hutton  
Approved: 5 – 0 – 2

15. Consider the minutes of the November 27, 2023 Joint City Council and Planning and Zoning Commission workshop.

*The Commission discussed this item.*

Motion was made to **approve** the minutes of the November 27, 2023 Joint City Council and Planning and Zoning Commission workshop.

Motion: Parker  
Second: Assaad  
Ayes: Hutton, Tiggelaar, Oliver, Luers, Hallberg  
Nays: None  
Abstained: None  
Approved: 7 – 0

16. Consider the minutes of the December 6, 2023 Planning and Zoning Commission workshop.

*The Commission discussed this item.*

Motion was made to **approve** the minutes of the December 6, 2023 Planning and Zoning Commission workshop.

Motion: Luers  
Second: Assaad  
Ayes: Parker, Hutton, Oliver, Hallberg, Tiggelaar  
Nays: None  
Abstained: none  
Approved: 7 - 0

### **Adjournment**

Motion was made to adjourn the meeting at **8:06 p.m.**

Motion: Assaad  
Second: Parker  
Ayes: Luers, Oliver, Hutton, Hallberg, Tiggelaar  
Nays: None  
Approved: 7 - 0

PASSED AND APPROVED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF GRAPEVINE, TEXAS ON THIS THE 16<sup>th</sup> DAY OF JANUARY 2024.

APPROVED:

PLANNING & ZONING COMMISSION  
December 19, 2023

  
VICE CHAIR

ATTEST:

  
PLANNING TECHNICIAN

