



CITY OF GRAPEVINE, TEXAS  
REGULAR JOINT MEETING OF CITY COUNCIL AND  
PLANNING AND ZONING COMMISSION MINUTES  
TUESDAY, MARCH 19, 2024

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

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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 March 2024 in the Planning and Zoning Conference Room with the following members present-to-wit:

Larry Oliver	Chairman
Monica Hotelling	Vice Chair
Dennis Luers	Member
Beth Tiggelaar	Member
David Hallberg	Member
Jason Parker	Member
Traci Hutton	Member
Mark Assaad	Alternate

With Ben Johnson absent, constituting a quorum. The following City Staff were present:

Erica Marohnic	Planning Services Director
Natalie Gullo	Assistant City Attorney
Albert Triplett	Planner II
Natasha Gale	Planner I
Lindsay Carey	Planning Technician

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

**BRIEFING SESSION**

1. 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

2. Invocation and Pledge of Allegiance: Council Member Sharron Rogers

**JOINT PUBLIC HEARINGS**

3. Conditional Use Permit **CU24-02** (Industrial Office/Warehouse) – City Council and Planning and Zoning Commission to conduct a public hearing relative to an application submitted by Josh Edge with Dynamic Engineering requesting a conditional use permit to allow outdoor vehicle storage in conjunction with a proposed 120,000 square foot office/ warehouse building. The subject property is located at 3219 State Highway 360 and is currently zoned “PID”, Planned Industrial Development.

*The Commission and Council received a report from staff and held the public hearing. Applicant, Josh Edge with Dynamic Engineering, presented and answered questions.*

4. Conditional Use Permit **CU24-06** (Meow Wolf) – City Council and Planning and Zoning Commission to conduct a public hearing relative to an application submitted by Kelly Schwartz requesting a conditional use permit to amend the previously approved site plan CU20-17 (Ordinance No. 2000-044) for a planned commercial center in excess of 1,000,000 square feet of gross leasable space. This request is specifically to allow the possession, storage, retail sale of on- and off-premise consumption of alcoholic beverages (beer, wine, and mixed beverages) in conjunction with an existing café inside of Meow Wolf. The subject property is located at 3000 Grapevine Mills Parkway, Suite 253 and is currently zoned “CC”, Community Commercial District.

*The Commission and Council received a report from staff and held the public hearing. Applicant, Kelly Schwartz with Meow Wolf, presented and answered questions.*

5. Conditional Use Permit **CU24-07** (RaceTrac) – City Council and Planning and Zoning Commission to conduct a public hearing relative to an application submitted by David Bond with Spiars Engineering & Surveying requesting a conditional use permit to amend the previously approved site plan CU18-13 (Ordinance No. 2018-043) for a planned commercial center to allow for the possession, storage, retail sale, and off-premise consumption of alcoholic beverages (beer and wine only), outside dining, and gasoline service. This request is specifically to revise the site layout to add fueling pumps, fueling canopies, electric vehicle (EV) charging stations, and associated maneuvering area in conjunction with a convenience store. The subject property is located at 3955 Grapevine Mills Parkway and is currently zoned “CC”, Community Commercial District.

*The Commission and Council received a report from staff and held the public hearing. Applicant representatives, John Paul Hoover and Scott Griffin with RaceTrac, presented and answered questions.*

6. Conditional Use Permit **CU24-10** (Automotive Film Application Facility) – City Council and Planning and Zoning Commission to conduct a public hearing relative to an application submitted by Masterplan requesting a conditional use permit to amend the previously approved site plan CU09-47 (Ordinance No. 2010-003) to establish a planned industrial park. This request is specifically to allow for the application/installation of paint protection film and window film (window tinting) in conjunction with a proposed business. The subject property is located at 1702 Minters Chapel Road, Suite 112 and is currently zoned “LI”, Light Industrial District.

*The Commission and Council received a report from staff and held the public hearing. Applicant, Wing Kwang with Eastman Performance Films, presented and answered questions.*

7. Planned Development Overlay **PD24-01** (Reserve at Bear Creek) – City Council and Planning and Zoning Commission to conduct a public hearing relative to an application submitted by Bear Creek Grapevine Townhomes, LLC requesting a planned development overlay to deviate from, but not be limited to, minimum lot size, side yard setback, front yard setback, lot width, lot depth, and maximum building height; and to allow front entry garages for lots less than 40-feet in width in conjunction with a townhouse development. The subject property is located at 4201 State Highway 360 and is currently zoned “R-TH”, Townhouse District.

*The Commission and Council received a report from staff and held the public hearing. Applicant, Ben Ford with The Wright Group, PLLC, presented and answered questions.*

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 **8:30 p.m.**

## 8. CITIZEN COMMENTS

*No one spoke during citizen comments.*

## **OLD BUSINESS**

None.

NEW BUSINESS

9. Conditional Use Permit **CU24-02** (Industrial Office/ Warehouse) – Consider the application and make a recommendation to City Council.

*The Commission discussed this item.*

Motion was made to **approve** Conditional Use request **CU24-02** (3219 State Highway 360):

Motion: Parker

Second: Luers

Ayes: Tiggelaar, Oliver, Hallberg, Hutton, Hotelling

Nays: None

Approved: 7 - 0

10. Conditional Use Permit **CU24-06** (Meow Wolf) – Consider the application and make a recommendation to City Council.

*The Commission discussed this item.*

Motion was made to **approve** Conditional Use request **CU24-06** (3000 Grapevine Mills Parkway, Suite 253):

Motion: Hutton

Second: Hallberg

Ayes: Luers, Tiggelaar, Oliver, Hotelling, Parker

Nays: None

Approved: 7 – 0

11. Conditional Use request **CU24-07** (RaceTrac) – Consider the application and make a recommendation to City Council.

*The Commission discussed this item.*

Motion was made to **approve** Conditional Use request **CU24-07** (3955 Grapevine Mills Parkway)

Motion: Luers

Second: Tiggelaar

Ayes: Oliver, Hotelling, Hutton, Hallberg, Parker

Nays: None

Approved: 7 – 0

12. Conditional Use request **CU24-10** (Automotive Film Application Facility) - Consider the application and make a recommendation to City Council.

*The Commission discussed this item.*

Motion was made to **approve** Conditional Use request **CU24-10** (1702 Minters Chapel Road)

Motion: Hallberg

Second: Hotelling

Ayes: Hutton, Oliver, Parker, Tiggelaar, Luers

Nays: None

Approved: 7 – 0

13. Planned Development Overlay request **PD24-01** (Reserve at Bear Creek) - Consider the application and make a recommendation to City Council.

*The Commission discussed this item.*

Motion was made to **approve** Planned Development Overlay **PD24-01** (4201 State Highway 360)

Motion: Hutton

Second: Hallberg

Ayes: Hotelling, Luers, Parker, Oliver, Tiggelaar

Nays: None

Approved: 7 – 0

14. Consider the minutes of the February 20, 2024 Regular Planning and Zoning Commission workshop.

*The Commission discussed this item.*

Motion was made to **approve** the minutes of the February 20, 2024 Planning and Zoning Commission workshop.

Motion: Parker

Second: Hotelling

Ayes: Luers, Tiggelaar, Hutton, Hallberg

Nays: None

Abstained: Oliver

Approved: 6 – 0 – 1

15. Consider the minutes of the February 20, 2024 Regular Planning and Zoning Commission meeting.

*The Commission discussed this item.*

Motion was made to **approve** the minutes of the February 20, 2024 Planning and Zoning Commission meeting.

Motion: Hutton  
Second: Tiggelaar  
Ayes: Luers, Parker, Hotelling, Hallberg  
Nays: None  
Abstained: Oliver  
Approved: 6 – 0 – 1

**Adjournment**

Motion was made to adjourn the meeting at **8:35 p.m.**

Motion: Luers  
Second: Hutton  
Ayes: Hotelling, Hallberg, Parker, Oliver, 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 APRIL 2024.

APPROVED:

  
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CHAIRMAN

ATTEST:

  
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PLANNING TECHNICIAN