

**MINUTES**  
**PLANNING AND ZONING COMMISSION**  
**SEPTEMBER 17, 2024**

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**Item A: Call to Order and Announce that a Quorum is Present**

With a quorum present, the Lewisville Planning and Zoning Commission meeting was called to order by Chair Karen Locke at 6:30 p.m. on Tuesday, September 17, 2024, in the Council Chambers, of the Lewisville City Hall, 151 West Church Street, Lewisville, Texas.

Members present: Chair – Karen Locke, Vice-Chair Erum Ali, Jack Tidwell, Rick Lewellen, Joshua Peterson, Francisca Al-waely, Ainsley Stelling

Members absent: none

Staff members present: Michele Berry, Planning Manager; Lauren Cook, Planner I; Patty Dominguez, Senior Planning Technician.

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**Item B1: Approval of Minutes**

Consider the minutes from the September 3, 2024, regular meeting. *A motion was made by Erum Ali to approve the minutes as presented, seconded by Jack Tidwell. The motion passed unanimously (7-0).*

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**Item C: Regular Hearing**

2. Orchard Valley Estates, Phase 5, Lot 2A and Lot 2B, Block A; on 1.85 Acres; Zoned Local Commercial (LC) District; Being a Replat of Orchard Valley Estates, Phase 5, Lot 2, Block A; Located at 1181 Valley Ridge Boulevard; Case No. 24-08-5-RP)

Lauren Cook, Planner I, gave a brief overview and staff's recommendation. Staff addressed questions from Tidwell regarding the plat process. There was no discussion. *A motion was made by Ainsley Stelling to disapprove the final plat due to deficiencies and delegate to staff the authority to accept and approve the plat when deficiencies are corrected, seconded by Francisca Al-waely. The motion passed unanimously (7-0).*

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**Item D: Public Hearing**

3. Public Hearing: Consideration of a Zone Change From Single-Family Residential (R-7.5) District to Old Town Mixed-Use One (OTMU-1) District; on Approximately 0.31-Acres, Being a Portion of Lot 5, Block F, Original Town of Lewisville Addition, Located at 207 West Walters Street; as Requested by Marlene and John Rogers, the Property Owners. (24-08-9-Z)

Lauren Cook, Planner I, gave a brief overview and staff's recommendation. The Chair Locke opened the public hearing. With no one indicating a desire to speak, the public hearing was then closed. Tidwell asked if a single-family residential use would be allowed in the future if the zone change to OTMU-1 is approved. Staff confirmed and stated yes. There was no discussion. *A motion was made by Francisca Al-waely to recommend approval of the zone change as presented,*

*seconded by Ainsley Stelling. The motion passed unanimously (7-0).* Michele Berry, Planning Manager, stated that the item would appear before the City Council on October 21, 2024, at 7:00 p.m. for a second public hearing and a final decision.

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**Item E: Announcements**

- Michele Berry, Planning Manager, gave an update on the backyard cottage design competition stating it is currently open on the city's website and encouraged everyone to participate and talked about the parade accessory dwelling unit (ADU) made its first appearance at the Cattle Drive parade on Saturday and will also be at the Lewisville Highschool Homecoming parade and at the Holiday Stroll in December. The design competition ends on October 31, 2024 and will be announcing the winners in December.
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**Item F: Adjournment**

*A motion was made by Erum Ali to adjourn the Planning and Zoning Commission meeting. The motion was seconded by Francisca Al-waely. The motion passed unanimously (7-0).* There being no other business to discuss, the Planning and Zoning Commission meeting was adjourned at 6:42 p.m.

These minutes will be approved by the Planning and Zoning Commission at the next scheduled meeting.

Respectfully Submitted,

Approved,

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Michele Berry, AICP  
Planning Manager

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Erum Ali, Vice Chair  
Planning and Zoning Commission