

MINUTES
JOINT MEETING OF THE PLANNING AND ZONING COMMISSION AND CAPITAL
IMPROVEMENTS ADVISORY COMMITTEE

MAY 20, 2025

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, May 20, 2025, 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; Joshua Peterson, Ainsley Stelling, Rick Lewellen, Francisca Al-waely

Members absent: none

Staff members present: Richard E Luedke, Planning Director; Michele Berry, Planning Manager; Jon Beckham, Senior Planner; Lily Sutton, Planner I; Patty Dominguez, Senior Planning Technician; Aaron Russell, Director of Public Services; Roshan Chaudhary, Capital Improvements Project Manager, Roseann Davis, Senior Administrative Assistant.

Item B: Approval of Minutes

1. Consider the minutes of May 6, 2025, 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 Hearings

There were two items for consideration:

2. Final Plat of Public Storage Lewisville, Lot 1, Block A; on 2.125 Acres out of the William King Survey, Abstract Number 697; Zoned Light Industrial (LI) District, Located at 1419 South Stemmons Freeway. (23-10-2-FPCP)

Michele Berry, Planning Manager, gave a brief overview of the proposed final plat with a recommendation to approve the final plat. The approved plat will be brought to the chair for signature. There was no discussion on this item. *A motion was made by Francisca Al-waely to approve the final plat. The motion was seconded by Joshua Peterson. The motion passed unanimously (7-0).*

3. Consideration of One Alternative Standard Associated with Landscaping Standards for Northside Air; on 1.125 Acres, Located at 816 Office Park Circle, Legally Described as Hillside Office Park Addition, Lot 7, Block C; Zoned Light Industrial (LI) District, as Requested by Jason Kilpatrick, of Ridinger Associates, Inc, on Behalf of the Owner, LUCKY 13 INVESTMENTS LLC. (25-05-8-AltStd)

Michele Berry, Planning Manager, gave a brief overview and staff's recommendation. There was no discussion on this item. A motion was made by Francisca Al-waely to recommend approval of one alternative standard as presented. The motion was seconded by Ainsley Stelling. The motion passed unanimously (7-0). Richard E. Luedke, Planning Director, stated that the item would appear before the City Council on June 16, 2025, at 7:00 p.m. for a second regular hearing and a final decision.

Item D: Public Hearings

There were two items for consideration:

4. Public Hearing: Consider a Zone Change from Agriculture Open Space District (AO) to Light Industrial District (LI); on Approximately 0.189 Acres of Land Out of The Edmond Aday Survey, Abstract Number 11, Located at 563 Bennett Lane as Requested by Steven Broughton, RPB Holdings LLC, the Property Owner. (Case No. 25-02-3-Z)

Lily Sutton, Planner I, gave a brief overview of the proposed zone change request and staff's recommendation. Ken Lambert representing the applicant was present and available for questions. Staff addressed questions from the commissioners regarding zoning on surrounding properties. Chair Locke opened the public hearing. With no one indicating a desire to speak the public hearing was then closed. There was no discussion on this item. A motion was made by Ainsley Stelling to recommend approval of zone change request as presented. The motion was seconded by Joshua Peterson. The motion passed unanimously (7-0). Richard E Luedke, Planning Director, stated that the item would appear before the Lewisville City Council on Monday, June 16, 2025 at 7:00 p.m. for a second public hearing and final decision.

5. Public Hearing: Consideration of a Zone Change From Single-Family Residential (R-7.5) District to Old Town Mixed-Use Two (OTMU-2) District; on Approximately 0.304 Acres of Land, Out of The J. Craft Survey, Abstract Number 295; Located at 572 Richland Street; as Requested by Deborah Lynn Wright, the Property Owner. (25-03-8-Z)

Lily Sutton, Planner I, gave a brief overview of the proposed zone change request, further stating that the applicant initially requested OTMU-2 but staff recommends OTMU-1 as it is more suitable for this site and proposed use. The applicant, Deborah Lynn Wright, was present and available for questions. Staff addressed questions from commissioner Lewellen regarding the proposed use, confirmed that the plan is to demolish the current home, divide the lot into two lots and build two single-family homes. Chair Locke opened the public hearing. Deborah Lynn Wright, 2014 County Road 123, Gainesville, Texas, spoke in support and stated that her intention is to develop both lots, live in one home, and rent the other. She has spoken to neighbors, who are supportive. With no one else indicating a desire to speak the public hearing was then closed. There was no discussion on this item. A motion was made by Erum Ali to recommend approval of zone change to OTMU-1 as presented. The motion was seconded by Joshua Peterson. The motion passed unanimously (7-0). Richard E Luedke, Planning Director, stated that the item would appear before the

Lewisville City Council on Monday, June 16, 2025 at 7:00 p.m. for a second public hearing and final decision.

Item E: Other Business

6. Make a Recommendation to the City Council for a Planning and Zoning Commission Representative to the Zoning Board of Adjustment.

Rick Lewellen currently serves as the representative and stated he would like to continue to serve on the board. A motion was made by Erum Ali to recommend Rick Lewellen as the Planning and Zoning Commission Representative to the Zoning Board of Adjustment. The motion was seconded by Jack Tidwell. The motion passed unanimously (7-0). Michele Berry, Planning Manager, stated that the City Council will likely make formal board appointments in July.

Item F: Announcements

- Michele Berry, Planning Manager, stated that the 2035 Plan (Comprehensive Plan for Lewisville's growth and development) is kicking off. Applications for Steering Committee membership will be sent out shortly.
- Richard E Luedke, Planning Director, stated that Michele Berry was selected as one of the recipients of the Maurice Strickland Award, recognizing employees who go above and beyond their normal duties.

Item G: Adjournment

A motion was made by Joshua Peterson to adjourn the Planning and Zoning Commission meeting. The motion was seconded by Rick Lewellen. The motion passed unanimously (7-0). There being no other business to discuss, the Planning and Zoning Commission meeting was adjourned at 6:47 p.m.

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

Respectfully Submitted,

Approved,

Michele Berry, AICP
Planning Manager

Karen Locke, Chair
Planning and Zoning Commission

CAPITAL IMPROVEMENTS ADVISORY COMMITTEE

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

With a quorum present, the Capital Improvements Advisory Committee meeting was called to order by Chair Jack Tidwell at 6:48 p.m. on Tuesday, May 20, 2025, in the Council Chambers, of the Lewisville City Hall, 151 West Church Street, Lewisville, Texas.

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

Members absent: none

Staff members present: Aaron Russell, Director of Public Services; Roshan Chaudhary, Capital Improvements Project Manager; Roseann Davis, Senior Administrative Assistant; Richard E Luedke, Planning Director; Michele Berry, Planning Manager; Lily Sutton, Planner I; Patty Dominguez, Senior Planning Technician.

Item I: Approval of Minutes

7. Approve Minutes of the November 5, 2024, Capital Improvements Advisory Committee Meeting. A motion was made by Karen Locke to approve the minutes as presented, seconded by Francisca Al-waely. The motion passed unanimously (7-0).

Item J: Regular Hearing

8. Receive a presentation on the Semi-Annual Report for the period of October 1, 2024 - March 31, 2025, and consider acceptance of the report and forward it to the City Council for review.

Roshan Chaudhary, Capital Improvements Project Manager, presented the report to the committee. There was no discussion on this item. A motion was made by Karen Locke to accept the report as presented and forward it to the City Council for review, seconded by Francisca Al-waely. The motion passed unanimously (7-0).

Item K: Adjournment

A motion was made by Francisca Al-waely to adjourn the Capital Improvements Advisory Committee meeting. The motion was seconded by Joshua Peterson. The motion passed unanimously (7-0).

There being no other business to discuss, the Capital Improvements Advisory Committee meeting was adjourned at 7:02 p.m.

MINUTES
MAY 20, 2025

Page 5

These minutes will be approved by the Capital Improvements Advisory Committee at the next scheduled meeting.

Respectfully Submitted,

Approved,

Roshan Chaudhary
Capital Improvements Project Manager

Jack Tidwell, Chair
Capital Improvements Advisory Committee