

PLANNING & ZONING COMMISSION  
Work Session Minutes  
October 22, 2002

**Present:**

Lee Dunlap, Chairman  
Laura Williamson, 1st Vice Chair  
Bill Neukranz, 2nd Vice Chair  
Carolyn Kalchthaler  
Joyce Beach  
Joy Flick  
Jerry Kezhaya

**Staff:**

Phyllis M. Jarrell, Director of Planning  
Tom Elgin, Development Review Manager  
Jeff Zimmerman, Planning & Information Manager  
Russ Mower, Building Official  
Steve Sims, Planner  
Kent McIlyar, Assistant City Attorney II

The Planning & Zoning Commission work session was called to order by Chairman Dunlap at 6:30 p.m., Tuesday, October 22, 2002.

**Discussion and Direction - Town Home Regulations within the Downtown Business/Government District**

Steve Sims, Planner, noted that staff had conducted research of urban-style townhouses, including onsite review of several developments in the Uptown area of Dallas. Mr. Sims presented an initial set of standards as a starting point for discussion, and asked for the Commission's input on the suggested urban-style town home regulations.

Commission and staff discussed several issues including, resident and guest parking, fenestration, articulation/undulation of facades, front versus rear-entry garages, projections within rights-of-way (porches, stoops, awnings), appropriateness of landscaping and/or open space requirements, pavement types for sidewalks, minimum lot standards (area, depth and width), and building bulk standards (lot coverage, setbacks, and separation). The Commission provided Mr. Sims direction for refinement of the proposed standards.

#### **Discussion and Direction - Signs on Fences, Garage Sale Signs, and Murals**

Phyllis M. Jarrell, Director of Planning, and Russ Mower, Building Official, presented the history of and current standards for signs on fences, garage sale signs, and murals. Staff introduced proposed amendments, noting that the Legal department had reviewed the amendments.

Commission and staff discussed free speech issues and the inability to regulate valid forms of free speech, voter referendum prohibiting temporary directional signs in rights-of-way and how it relates to offsite garage sale signs, and concerns over the sole discretionary authority of the Building Official for approval of murals. The Commission provided Mr. Mower topics for further research and requested additional future review of these sign issues.

#### **Discussion and Direction - Appropriateness of Existing Office Parking Standards and Other Parking Regulations**

Tom Elgin, Development Review Manager, introduced this work session topic, noting that this discussion is a continuation of the review of office parking standards that were conducted at Commission work sessions on May 20, 2002, and June 3, 2002.

Commission and staff discussed several issues including dispersal of parking fields to sides of and behind buildings, pervious paving, parking caps, landscaping, etc. After discussion, the Commission suggested the current minimum parking ratio of 1 space per 300 square feet of office area was appropriate. The Commission recommended, however, that an additional stipulation be added for the instance when provided parking was greater than 110% of required parking. One additional tree should be required for three parking spaces greater than 110% of required parking.

There being no further discussion, Chairman Dunlap adjourned the work session at 7:55 p.m.

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Planning & Zoning Commissioner

xc: Honorable Mayor and City Council  
Thomas H. Muehlenbeck, City Manager