



# **INFORMATION MEMORANDUM**

TO: Mayor and City Council

FROM: Charles S. Cox  
City Manager

DATE: March 15, 2018

SUBJECT: Resolution No. 2018-29 – Detailed Site Plan amendment for pavement addition for the property located at 13700 Diplomat Drive

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## **Existing Conditions:**

The subject property is located on the southeast side of Diplomat Drive, approximately 600 feet east of Senlac Drive. The property is located within Planned Development 22 (PD-22) zoning district, which allows a combination of commercial, retail and light industrial uses. The site is surrounded by light industrial uses on all sides. To the east, the property is bordered by Cooks Branch Creek.

The subject site contains one building that is 10,400 square feet and one-story in height. This building is currently the office, warehouse and showroom for Reynolds Advanced Materials, a business that provides resource stocking specialty materials for sculpture and casting, including silicone, rubber and plastic.

## **Proposed Request / Site Design:**

The applicant is requesting a Detailed Site Plan amendment to allow for the expansion of the paved area in the rear portion of the property (on the east side) and the widening of the driveway approach from Diplomat Drive. The proposed pavement expansion consists of approximately 6,968 square feet in area. The current overall impervious percentage for the property is 52%. With the proposed pavement addition, the overall impervious percentage will increase to 67%. This request seeks to improve site accessibility and add sufficient area for truck maneuverability in the rear portion of the property.

With this addition, the rear paving area will expand to the existing 20-foot ONCOR easement that runs along the eastern property line. The applicant is proposing to install a 3-foot high retaining wall along the eastern side of the paved area. The rear portion of the property is enclosed with wrought iron fence along the sides and chain-link fence along the rear property line. Both portions of the fence will be expanded to enclose the new pavement addition.

The proposed expansion will not alter the existing drainage pattern on the property and will not interfere with the Cooks Branch Creek. The proposed pavement expansion will be subject to Valwood Improvement Authority approval. The location of the garbage dumpster enclosure will be moved to the northeast corner of the property.

This proposed pavement expansion will not change the current parking layout. The site currently has 26 existing surface parking spaces located along the eastern, northern and western sides of the property. The combination of uses within the property requires 16 parking spaces according to the standards established by PD-22.

The area proposed for the additional paving is currently unused open space. There are no existing trees or landscaping in this portion of the property, and the applicant is proposing no additional landscaping. The total existing landscaped open space for the entire site is approximately 10.5% and is located in the front portion of the property along Diplomat Drive. This complies with the minimum requirement of 5% landscaped open space for the PD-22 zoning district.

The applicant is also proposing to rework the existing driveway approach from Diplomat Drive to increase the width from 30 feet to 35 feet and to increase the turning radii from 20 feet to 26 feet. This proposed modification will improve the truck access in and out of the property. This proposed modification will only change the configuration of the portions covered with turf in the front landscape islands.

There are no proposed modifications to the existing building. No outdoor storage or outdoor operation is proposed with this Detailed Site Plan. This site plan amendment does not require any modifications to the existing fire lanes on the property.

### **Recommendation:**

On March 12, 2018 the Planning & Zoning Commission voted to recommend approval of this Specific Use Permit as outlined in Resolution No. 2018-29. The vote was unanimous.

### **Possible Council Action:**

1. Motion to adopt Resolution No. 2018-29.
2. Motion to adopt Resolution No. 2018-29 with the following modification(s)...
3. Motion to deny Resolution No. 2018-29.
4. Motion to continue discussion at the next meeting.