



# **INFORMATION MEMORANDUM**

TO: Mayor and City Council

FROM: Charles S. Cox  
City Manager

DATE: November 12, 2019

SUBJECT: Conduct a public hearing and consider adopting Ordinance No. 3614 for a Specific Use Permit and associated Detailed Site Plan amendment for an approximate 16.66-acre property located at 13850 Diplomat Drive, in order to allow outdoor storage, building additions and related site improvements; and take appropriate action.

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## **Background:**

The applicant, TD Industries, operates a light manufacturing facility on a 16.66-acre property located at 13850 Diplomat Drive. Currently there is an office/warehouse building, outside storage and related site improvements on this property. The applicant had received approval of a Specific Use Permit (SUP) to allow outside storage in November, 1999 in accordance with its associated detailed site plan.

The applicant is proposing a 1,500 square foot building addition to house new manufacturing equipment and a canopy addition to cover a portion of their existing outdoor storage/staging area. As a result, an amendment to the existing SUP ordinance is requested to allow for these site modifications.

The subject property is located in Planned Development District No. 22 (PD-22), which allows for the proposed use. Outdoor storage is allowed within the PD 22 zoning district subject to approval of an SUP.

## **Subject Property:**

Site acreage: 16.66 acres

Location: 13850 Diplomat Drive

**Proposed Development:**

The applicant is proposing a 1,500 square foot (65' x 25') addition to the east side of the existing building in order to house new manufacturing equipment. An 8,600 square foot (215' x 40') canopy addition is also proposed to cover a portion of their existing outside storage/staging area, along the north wall of the existing building. No other site improvements or alterations are being proposed at this time. Lastly, the existing outside storage area is not expanding.

An interior renovation is also planned for the existing office space that does not impact the overall building footprint; no increase in building height is proposed.

As stated previously, an SUP was approved in November 1999 allowing for the existing outside storage, in accordance with the associated detailed site plan. The approved detailed site plan reflects a future two-story building addition at the south end of the existing building; this future addition is reflected on the proposed detailed site plan should the applicant decide to construct the addition in future. Additionally, the approved SUP included various stipulations related to site phasing improvements and screening requirements of which the existing site complies.

**Adjacent Zoning Districts and Land Uses:**

Direction	Zoning District	Land Use
<b>North</b>	Planned Development District No. 22 (PD-22)	Office/warehouse and light manufacturing
<b>South</b>	Planned Development District No. 22 (PD-22)	Office/warehouse
<b>East</b>	Planned Development District No. 25 (PD-25)	BNSF Railroad
<b>West</b>	Planned Development District No. 22 (PD-22)	Office, warehouse, service uses; across Diplomat Drive

**Access:**

The existing site is accessible from Diplomat Court and Diplomat Drive. This is a secured site with gated entry/exit. No modifications are proposed to the existing drive approaches.

**Parking:**

Required Parking Ratio per PD-81	Total Minimum Parking Required	Total Parking Provided	Type of Parking Provided	Complies
Office: 1 space per 300 sf Manufacturing: 1 space per 500 sf Warehouse: 1 space per 1000 sf	321	496	Surface	Yes

### Site Landscaping:

% Required per Zoning	% Provided	Location Provided	Complies
5%	14%	Landscaping is generally provided throughout the property, primarily along Diplomat Drive and Diplomat Court. Bald Cypress, Cedar Elm, and Live Oak shade trees, and ornamental trees including crepe myrtles, are part of the landscape improvements.	Yes

### Screening of Outside Storage:

The PD-22 zoning district requires outside storage and loading areas to be screened by masonry screening wall, landscaping, or a combination thereof. The existing concrete wall (variable height of 6 to 7 feet) located along the north side of the building in conjunction with the location of the existing building, effectively screens the outside storage area from view of adjacent roadways. The existing row of Photinia shrubs along the southern property line provides additional visual screening from Diplomat Drive and the adjacent property to the south. Existing trees, berms, and shrubs along Diplomat Drive also screen the outside storage area. Therefore, no additional screening methods are needed and the site complies with the PD-22 screening requirements.

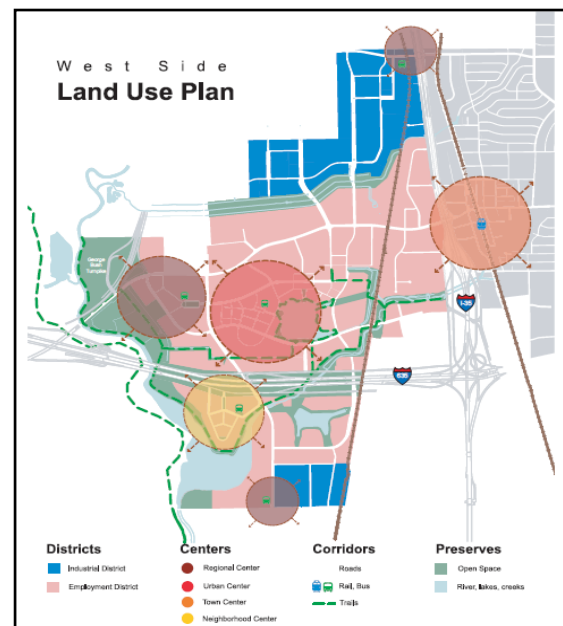
### Buildings Elevations:

The existing building exterior is constructed of concrete tilt wall. The proposed 1,500 sf addition will be a pre-engineered metal building, and the exterior will consist of insulated metal panels with a limestone color aggregate finish. The proposed canopy addition will consist of metal roof and trim on steel beam, supported by painted steel columns on concrete piers.

### Comprehensive Plan Recommendation:

The West Side Plan designates the subject property as industrial district as provided for on the Future Land Use Map. This land use designation supports an employment area with larger flexible sites. The existing light manufacturing with outside storage use is consistent with the comprehensive plan recommendation.

The site and associated outside storage area are oriented and screened accordingly to reduce visual impact on surrounding properties, thereby complying with the requirements of the PD-22 ordinance.



**Public Response:**

On October 18, 2019, 21 zoning notification letters were mailed to the surrounding property owners in addition to both Carrollton-Farmers Branch and Dallas Independent School Districts. A zoning notification sign was also placed on the site on the same day. Additionally, the required public hearing notice was published in the Dallas Morning News on October 25, 2019. Two letters of support have been received in favor of the proposed request.

**Recommendation:**

On October 28, 2019 the Planning and Zoning Commission considered this request and unanimously recommended approval of the Specific Use Permit and associated Detailed Site Plan, as presented in Ordinance No. 3614.

**Possible Council Action:**

1. Motion to adopt Ordinance No. 3614.
2. Motion to adopt Ordinance No. 3614 with the following modifications...
3. Motion to deny Ordinance No. 3614.
4. Motion to continue discussion at the next meeting.

**Applicable Zoning and Development Case History:** *(most recent to oldest)*

Date Approved	Case Number	Description
11/1/1999 Ordinance No. 2511	99-SU-28	Approval of Specific Use Permit to allow for and expand outside storage.
05/17/1999 Resolution No. 99-068	-	Addition to existing building and development of additional off-street parking.