



INFORMATION MEMORANDUM

TO: Mayor and City Council

FROM: Charles S. Cox
City Manager

DATE: July 13, 2021

SUBJECT: Conduct a public hearing and consider adopting Ordinance No. 3693 for a Specific Use Permit and associated Detailed Site Plan for vehicle sales and leasing (used) on an 8.36-acre tract located at 14325 Gillis Road; and take appropriate action.

Background:

The applicant, Maxwell Fisher, Masterplan, on behalf of Tactical Fleet, is requesting approval of a Specific Use Permit and associated Detailed Site Plan to allow vehicle sales and leasing (used) to occupy a portion of an existing 175,300 square foot warehouse building. The proposed use would occupy the southern portion of the building, 98,500 square feet. All operations and vehicle inventory would be conducted and/or stored inside the building with the exception of vehicle washing operations. The tenant suite is proposed to be remodeled for the use of office, vehicle storage/display, and other ancillary operations. Site modifications include providing additional surface parking and landscape improvements.

The subject property is located within the Light Industrial (LI) zoning district, which requires approval of a Specific Use Permit (SUP) for vehicle sales and leasing (used).

Subject Property:

Site acreage: 8.36 acres

Location: 14325 Gillis Road, Suite 100

Proposed Development:

The proposed indoor vehicle sales and leasing (used) business, to be operated by Tactical Fleet, is proposed to occupy 98,500 square feet of the existing 175,300 square foot warehouse building. The remainder of the building is occupied by Sourcing Partners, a warehouse and distribution use. The interior of the suite, approximately 88,650 square feet, will be primarily used for vehicle

inventory, display, and other ancillary uses. The vehicle inventory area is anticipated to hold approximately 230 vehicles, 45 vehicles of which will be located in vehicle lifts. The ancillary uses will be areas to detail vehicles for sale and vehicle customization.

The remaining 10% of the floor area, approximately 9,850 square feet, will be used for office operations. The main floor will consist of open office space, private offices, conference/collaboration areas, reception/waiting area, and a break room area for employees. A mezzanine is proposed to be constructed within this office space to create an upper level. This upper level will be used for additional offices, collaboration areas, and a boardroom.

In addition to the interior space, approximately 62,000 square feet of outdoor area on the south side of the building will be used. The outdoor area includes an existing one-story, 2,500 square foot accessory building. The accessory building will be used to wash vehicle inventory. The outdoor area is proposed to be fenced. The fencing facing Gillis Road will be an 8-foot tall black powder coated, solid (or opaque) metal fence and landscaping to provide for screening of operations. This outdoor area will be used to wash and dry vehicles that are being prepared for sale. Additionally, there are 2 existing loading docks on the south end of the building that will be used for the loading and unloading of vehicles. On the southeast side of the outdoor fenced area, 29 new employee parking spaces are proposed. An additional 58 new parking spaces are also proposed on the east side of the building, which requires the removal of existing loading areas.

Adjacent Zoning Districts and Land Uses:

Direction	Zoning District	Land Use
North	Light Industrial (LI)	Warehouse Distribution
South	Light Industrial (LI)	Warehouse Distribution
East	Light Industrial (LI)	Warehouse Distribution (across Gillis Road)
West	Light Industrial (LI)	Office and Warehouse Distribution

Access:

The proposed development will be accessible from Gillis Road. The existing driveways are proposed to remain.

Parking:

The Comprehensive Zoning Ordinance (CZO) does not establish a required parking ratio for vehicle sales and leasing. However, the CZO allows the Director of Planning to determine the minimum off-street parking requirement for any use not specifically listed.

To determine the minimum requirement, the applicant provided information about the business operations to support the proposed parking requirement. A large portion (approximately 90%) of the floor area is proposed to be used for vehicle inventory, display, and other ancillary uses. The

remainder of the floor area (approximate 10%) will be used as office, where 20 employees are expected. Therefore, the parking ratio is proposed to be similar to a warehouse use (1 space per 2,000 square feet), since warehouse uses primarily consist of inventory area with limited office operations area much like the proposed vehicle sales and leasing use.

It should also be noted that the proposed used vehicle sales and leasing use will occupy only a portion of the building. A warehouse use, Sourcing Partner, will occupy the 76,800 square foot suite, which has a parking ratio of 1 space per 2,000 square feet. The chart below will include parking for the entire building.

Required Parking Ratio per CZO	Total Minimum Parking Required	Total Parking Provided	Type of Parking Provided	Complies
<ul style="list-style-type: none"> 1 space/2000 SF 	88	90	Surface parking	Yes

Site Landscaping:

% Required per Zoning	% Provided	Location Provided	Complies
5% of site not covered by a building	32%	Landscape area is provided generally along Gillis Road and on the west (rear) side of the building. Existing and proposed plantings are primarily between the building and Gillis Road. Proposed plantings include Dwarf Yaupon Holly for parking screening, Crape Myrtles, Texas Mountain Laurel, and Chinese Pistache along Gillis Road. Nellie R. Stevens Holly are provided along the southeast property boundary and adjacent to the metal fence.	Yes
5% of the total site area between the building and ROW	4.1%	One existing Crape Myrtle and six existing Live Oak trees are being preserved on the site (the Crape Myrtle and four Live Oak trees are located between the building and Gillis Road).	No

It should be noted that while the proposed landscape plan complies with the overall landscape requirements (5% of the site not covered by a building), the ordinance also requires that 5% of the lot area be provided between the building and the street rights-of-way. The existing landscape area between the building and Gillis Road does not currently meet the minimum 5% landscape in the front yard. Additionally, it is likely this site was not required to meet the requirement at the time it was developed (in approximately 1975); therefore, making this a non-conforming site element.

Non-conforming site elements are only required to come into compliance with the current landscape requirement if the landscape area is modified, and the applicant was encouraged to provide additional landscape area in the front yard. Given the change in proposed use, from warehouse/distribution to vehicle sales and leasing (used), the additional landscape area would improve the public view along Gillis Road and further encourage improvements that are needed along this street. Therefore, the applicant has proposed to provide additional landscape materials within the front yard. While the landscape area between the building and street does not comply with the CZO landscape requirements, the applicant has brought the existing non-conforming site closer to compliance.

Street Trees Required:

Street Name	Minimum Number Required	Number Provided	Tree Variety/Type	Complies
Gillis Road	29 (for the entire Gillis Rd. lot frontage)	18	Four existing Live Oaks, one existing Crape Myrtle, three Chinese Pistache, five new Crape Myrtles, five Texas Mountain Laurel.	No

It should be noted that although not counted toward the street tree requirement, the applicant has proposed 14 Nellie R. Stevens Holly along the southeast portion of the site, within the front portion of the lot visible from Gillis Road. These holly plantings are proposed to be three feet wide and five feet in height at planting, and are anticipated to grow to 10 feet wide and 15 feet in height at full growth if maintained properly.

Buildings Elevations:

The exterior of the existing building consists of concrete tilt wall along the upper portion of the elevation and aggregate stone surface for the remainder of the elevation. The applicant is not proposing to modify the exterior building materials, nor is a minimum exterior building material standard required for this site. However, the applicant is proposing to improve a portion of the building by painting the aggregate stone surface and concrete tilt wall in order to enhance the appearance of the building on the entire east, south and west elevations of the building. Additionally, the existing corrugated canopies over the loading door and entries are also proposed to be painted. The existing overhead doors, for the portion proposed to be occupied by Tactical Fleet, are anticipated to be covered with a custom wrap vinyl.

Floor Plan:

A floor plan was provided to illustrate the proposed interior configuration of the tenant space. The 98,500 square foot tenant space will be primarily used for the storage of used vehicles inventory,

display, and ancillary uses (approximately 90% of the tenant suite), and the remainder is proposed to be used for office.

The inventory area, located on the rear side of the tenant space, will accommodate approximately 230 vehicles. The majority of the space will be bays for a single vehicle occupancy, and 15 car lifts are proposed along the northern side of the tenant suite. Each car lift will allow for three vehicles resulting 45 vehicles stored on lifts. Vehicle storage for a fee within the suite is not proposed and will be prohibited. The existing dock doors located on the south side of the building are proposed to be disabled and not part of day-to-day operations, with the exception of two on the southwest side for loading and unloading of vehicles. The loading doors on the west side (rear side) of the building will be disabled and not used as part of the operations.

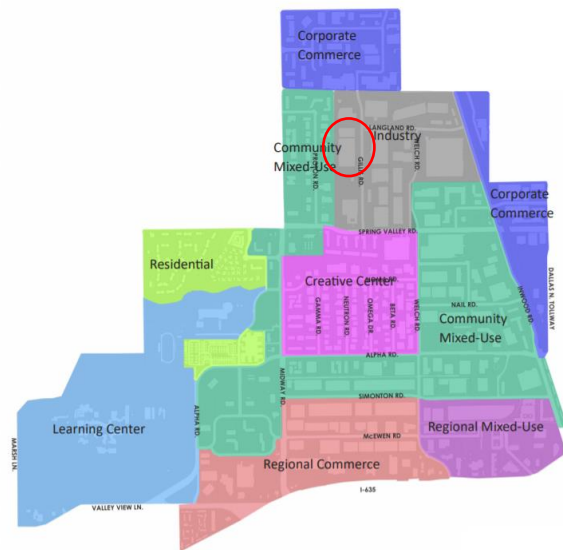
The front portion of the tenant space will be separated from the inventory area by a partition wall and multiple 12-foot wide glass garage doors the entire width of the tenant space. This area will be used for office and ancillary uses. The ancillary uses include an area for six vehicles to be detailed and a vehicle customization area for 13 vehicles. These areas will not allow for vehicle maintenance and repair type operations, including but not limited to engine repair, body work and paint, and oil change. The vehicle detail area will be used by employees to prepare vehicles for sale. The vehicle customization area will be used by employees to apply custom vinyl wraps, paint protection film, and window tint. This area will not consist of paint detailing spray booths.

The office portion of the suite is generally centrally proposed in the front of the building. The main floor office space is approximately 5,000 square feet and the mezzanine is approximately 3,200 square feet. The main floor will include customer service areas and office operation areas. The mezzanine will be open in the center to the main floor below and the remainder will be used for additional office operations. The existing overhead loading doors along the east and south sides of the office area will be walled off and will no longer be operational, with the exception of one loading door that will be used for receiving mail and packages.

Comprehensive Plan Recommendation:

The East Side Plan, adopted in 2017, designates the subject property as within the Industry sub-district on the Future Land Use Map. The Plan describes the Industry sub-district as being suited for flex space and commercial uses that provide valuable employment, services, goods, and entertainment uses. While the Plan recognizes that manufacturing, distribution, and warehousing uses will continue to be a major component for this area, it indicates an opportunity and desire for some of the warehouse/industrial-type uses to be converted. The following are preferred land use types specifically as it relates to the Industry sub-district, as stated within the East Side Plan (page 98):

- Entertainment and recreation
- Technical and occupational training/education
- Maker and innovator display and work spaces
- Live-work units on the sub-area fringe
- Business and/or restaurant incubators
- Retail
- Restaurant
- Office
- Manufacturing
- Breweries and Distillery



The East Side Plan does not support the proposed auto-related land use within the Industry sub-district. The East Side Plan outlines goals and actions for the area, which include adopting zoning regulations to encourage complementary uses that provide the desired synergistic land use mix. The Plan also states that auto-related uses are non-preferred uses within the East Side (page 81). The City has historically been sensitive to auto-related uses within the East Side given the adoption of the East Side Business District to the south, which prohibits vehicle sales and leasing (used) in the District.

Furthermore, it should be noted that the East Side Plan nor the Comprehensive Zoning Ordinance make a distinction amongst the value of the inventory or the types of vehicles that could be stored because from a land use perspective, vehicle storage is vehicle storage. Additionally, staff is not able to enforce the value of vehicles nor the make and model of vehicles kept on the property. Should this SUP be granted, then any vehicle – regardless of value, and make and model – will be eligible to be stored on the property, and the SUP will continue with the land until such time when the use is vacated for more than six months.

The proposed vehicle sales and leasing (used) use does not fulfill the goals of the East Side Plan, and is not compatible with the preferred land use types for this area of the East Side. Therefore, the proposed request is not consistent with the East Side Plan recommendation.

Public Response:

On May 14, 2021, 11 zoning notification letters were mailed to the surrounding property owners in addition to both Carrollton-Farmers Branch and Dallas school districts. A zoning notification sign was also placed on the site on the same day. Staff has not received any responses from property owners within the 200 feet of the subject property. However, there have been letters/emails recieved from businesses and property owners located in the East Side of the city.

Recommendation:

On June 14, 2021, the Planning & Zoning Commission considered this request and recommended

approval (5-2) of the Specific Use Permit and associated Detailed Site Plan, as presented in Ordinance No. 3693.

Possible Council Action:

1. Motion to adopt Ordinance No. 3693.
2. Motion to adopt Ordinance No. 3693 with the following modifications...
3. Motion to deny Ordinance No. 3693.
4. Motion to continue discussion at the next meeting.