

MINUTES
JOINT WORK SESSION MEETING
THE PLANNING AND ZONING COMMISSION and
THE CAPITAL IMPROVEMENTS PROGRAM ADVISORY COMMITTEE
COUNCIL BRIEFING ROOM
101 WEST ABRAM STREET

October 21, 2009
3:00 P.M.

The Planning and Zoning Commission sitting as The Capital Improvements Program Advisory Committee of the City of Arlington, Texas convened in a work session on Wednesday, October 21, 2009, in the Council Briefing Room of the Municipal Building, 101 West Abram Street, Arlington, Texas, notice of said meeting being posted as prescribed by Chapter 551, V.T.C.A., Government Code, with the following members present, to wit:

Victor Vandergriff	*	Chair
Jeffrey Pokrifcsak	*	Commissioners
Edward Gutierrez	*	
Michael Forbes	*	
Connie Ruff	*	
Andrew Piel	*	
Kevin McGlaun	*	

Absent:

Charla Hawkes Vinyard	*
Stacie Stewart	*

Staff Present:

Jim Parajon	*	Director, Community Development & Planning
Bruce Payne	*	Assistant Director, Community Development & Planning
Michelle Hardin	*	Assistant Director, Community Development & Planning/Strategic
Bridgett White	*	Planning Manager/Strategic
Patia Boomsma	*	Planning Project Manager I/Strategic
Jennifer Ramirez	*	Planner/Development
Sharon Hurd	*	Planning Project Manager I/Development
Douglas Cooper	*	Planner/Development
Darren Groth	*	Gas Well Coordinator
Kevin Charles	*	Landscape Administrator
Chris Woodall	*	Civil Engineer
Robert Fugate	*	Assistant City Attorney
Julia Hunt	*	Water Utilities Manager
Brad Franklin	*	Water Utilities Engineering Manager

Chair Vandergriff called the work session to order at 3:24 p.m. and stated that the purpose of the meeting was to conduct the following items of business:

Commissioner McGlaun entered at 4:19 p.m.

Discussion of the 2007 Impact Fee Study Update – Water and Wastewater Engineering Analyses

Stakeholder Gerald Thiel was in attendance. Ms. Boomsma reminded the Commissioners of the Land Use Assumptions presented in March 2009 and the Roadway Analysis presented on October 7, 2009. Angela Matthews and Mark Hill presented the Water and Wastewater Analyses prepared by Jacobs Engineering, Inc.

The objective of the Water System Analysis is to identify system improvements needed from 2009 through 2019, also referred to as the ten year period or Impact Fee Period, and to determine the growth rate by service units. Ms. Matthews clarified the methodology of the calculations of items in the analysis as well as where the information used in the report was obtained. The analysis was based on the 2002 Impact Fee Update, the 2006 and 2007 CIPAC Semi-Annual Reports, the 2007 Water Master Plan, and the Land Use Assumptions for 2007 Impact Fee Update (LUA).

Ms. Hunt informed the Commission that that the City's water sales to natural gas drillers were less than a tenth of a percent of what is produced. Natural gas drill sites are considered industrial users, but are not a significant user at this time compared to overall water sales. Drill sites have not been singled out from the total industrial users, but the City will continue to monitor this industry.

Population projections are a best estimate of what is going to happen in our region and knowing how people use water now, how they used it three years ago, and what the trends are. Using this information, the City projects what residents might use on a daily basis during the upcoming ten year period.

Ms. Matthews explained the service area as being one City wide area bound by the City limits. A service unit is a single family residential unit, usually metered by a $\frac{3}{4}$ inch water meter, also known as the living unit equivalent (LUE). Service units help to measure supply, demand, and new growth. Residential water meters are based on population growth. Commercial, institutional, and other water meters are based on employment growth.

Population directly effects water utilization and directly impacts the water system. It is estimated that over the next ten years, an additional 42,000 residents will be moving into Arlington. Population adjustments were made to correlate the Master Plan information to the Land Use Assumptions Population Projection. Using the Water Master Plan, a determination was made as to proposed projects needed by the City as the population grows. Water meter flow ratios are based on American Water Works Association standards.

The Wastewater System Analysis has the same objective as the Water System Analysis. The 2009 Wastewater Master Plan was used giving this analysis more recently updated information. Service Units and Service Area are the same as with the Water Analysis, but Wastewater does not include irrigation water as irrigation systems do not produce any wastewater.

Ms. Hunt pointed out that the sewer consumption portion of the water bill is calculated by averaging the lowest three billings of the winter months, when outdoor watering is considered to be low or non-existing, so that irrigation water is not counted with wastewater. Regarding wastewater flow, a meter was used for a three month period to calibrate a model of what is actually being sent to the sanitary sewer system and being sent to the water treatment plant.

The City has 17 existing sewer lines with a proposal for 18 sewer lines and two lift station expansions. The key components of the Wastewater Analysis and Capital Improvement Plan are rehabilitation projects combined with larger capacity. As new projects are built, a large portion of the capacity is already utilized as a rehabilitation capacity and those funds are not eligible for impact fees.

Discussion of Regular Session Agenda Items

Staff reviewed the items on the evening agenda with the Commissioners. The Commissioners were given an opportunity to discuss the case reports and have their questions answered by Mr. Parajon, Mr. Payne, Ms. Boomsma, Mr. Charles, and Ms. Ramirez.

Mr. Payne presented PD08-19 (Lincoln Square) as a 1980's development, along with the proposed Lincoln Square West acreage zoned "ED-CS" and located west of the new North Center Street Bridge over Interstate 30. He reminded the Commission that the existing Lincoln Square Proper and the LA Fitness building, built in 2006, do not conform to the Entertainment District Overlay Design Standards adopted in 2008.

The Entertainment District Overlay does have specific design requirements, but there are administrative relief provisions built in which recognize that an existing situation, with certain constraints, may need to be accommodated in the proposed development of a given site. The City could use that authority to help bring the Lincoln Square site into compliance with the intent of the ordinance.

The applicant's proposal is for a development plan, not re-zoning, and is within the context of the Entertainment District Overlay maintaining the integrity of the district. The applicant had requested three deviations from the Entertainment District Overlay Design Standards:

- the ability to over park if needed,
- a reduced transparency allowed in certain instances, and
- deeper set-backs due to the existing LA Fitness building and the elevated I-30 frontage road and N. Center Street corridors

It was noted that the backs of the buildings would be seen from Interstate 30 and that the materials used would be in accordance with the standards of the Entertainment District Overlay in order to have the best look possible now and in the future. The required open spaces can include grassy areas, walkways, and any pedestrian spaces. The applicant would break up the parking areas with landscaping as much as possible.

Present at the work session to answer questions if needed were: Barry Knight, attorney for Lincoln Square; Richard Nordyke with O'Brien and Associates; and Ric Nelson with Transwestern Development.

Ms. Ramirez presented ZA08-18 and SUP08-33 (Titan Randol Mill). Commissioner Pokrifcsak abstained from discussion of the case and left the room. Cliff Mycoskie with Mycoskie, McInnis, and Associates, was present at the work session as well as Chris Hammack with Titan Operating. Ms. Ramirez clarified that the owners of properties beyond the 200 feet radius and up to the 600 feet radius received the same notices that property owners within the 200 feet radius received. This notification was sent in error, but since owners had received more information than required, there would be no legal issue with the case going forward. Mr. Mycoskie handed out an Ad Valorem Tax Impact Analysis compiled by Merit Tax Consulting.

Director Update on Previous Council Action

None

Discussion of Future Meeting Dates

The Commission agreed with the following schedule:

- a. Monthly bus tour on November 6, 2009
- b. Planning and Zoning Commission Work Session Meeting, November 11, 2009

There being no further business to come before the Commission, the joint work session was adjourned at 5:28 p.m.

NOTE: Taped recordings and minutes of all Planning and Zoning Commission work sessions are a matter of public record and are kept on file in Community Development and Planning, 101 West Abram Street, Arlington, Texas. Any Commissioner or interested party has the right to review these tapes and minutes in Community Development and Planning.