

**PLANNING AND ZONING COMMISSION  
MEETING MINUTES OF MAY 28, 2020**

**APPROVED**

STATE OF TEXAS                   §

COUNTY OF TARRANT           §

CITY OF BEDFORD               §

The Planning and Zoning Commission of the City of Bedford, Texas, met in Work Session at 6:30 p.m. and Regular Session at 7:00 p.m. via videoconference, Bedford, Texas on the 28<sup>th</sup> day of May, 2020 with the following members present:

Chairman:                           Todd Carlson

Vice Chairperson:

Members:                           Keith Quigley  
  Lisa McMillan  
  Tom Stroope  
  Bryan Henderson  
  Dixie Cawthorne  
  Linda Moye

Constituting a quorum.

Staff present included:

Bill Syblon                           Development Director  
Kristtina Starnes                   Planning & Zoning Assistant

(The following items were considered in accordance with the official agenda posted by May 22, 2020)

**CALL TO ORDER**

Chairman Carlson called the Work Session to order at 6:30 p.m.

**WORK SESSION**

The Commission and Staff reviewed and discussed items on the regular agenda.

Chairman Carlson adjourned the Work Session at 6:58 p.m.

**REGULAR SESSION**

The Planning and Zoning Commission convened via videoconference at 7:00 p.m. and the Regular Session began.

**CALL TO ORDER**

Chairman Carlson called the meeting to order at 7:00 p.m.

**INVOCATION**

Commissioner Stroope gave the invocation.

**PLEDGE OF ALLEGIANCE**

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The Pledge of Allegiance was given.

**APPROVAL OF MINUTES**

- 1. Consider approval of the following Planning and Zoning Commission meeting minutes: March 12, 2020 regular meeting.**

Motion: Commissioner McMillan made a motion to approve the meeting minutes of the March 12, 2020 regular meeting.

Commissioner Stroope seconded the motion and the vote was as follows:

Ayes:	Commissioners Quigley, McMillan, Stroope, Henderson, Cawthorne, Moye and Chairman Carlson
Nays:	None
Abstention:	None

Motion approved 7-0-0. Chairman Carlson declared the March 12, 2020 meeting minutes approved.

**PUBLIC HEARINGS**

- 2. Zoning Case PZ-SUP-2020-50009, public hearing and consider a request to rezone Tracts 3 & 3D, Abstract 12, Allen, W R Survey, located at 1525 Bedford Road, Bedford, Texas from Residential 7,500 SF Detached (R75) to Residential 7,500 SF Detached/Specific Use Permit/Primary and Secondary Schools (R75/SUP), specific to 3.2.C(3)a, allowing for The Clubhouse for Special Needs to operate a school. The property is generally located north of Bedford Road and east of Airport Freeway. (PZ-SUP-2020-50009)**

Jayashree Narayana, Planning Consultant, presented Zoning Case PZ-SUP-2020-50009.

This is a specific use permit case is for The Clubhouse for Special Needs to operate a school at 1525 Bedford Road. The property is a former church building and surrounded by existing neighborhoods. Because the current driveway does not meet the fire standards, the applicant is reconstructing the driveway by realigning it and adjust the turning radii. The entrance and exit on Bedford Road will be the same, but some trees in the front may need to be removed in order to relocate the driveway. The parking lot will need to be updated to code to provide adequate parking to include handicap parking spots. The property is currently zoned R-7,500 for a church, and the proposed use is for a special needs school for children and adults. The site is 2.9 acres and the building area is approximately 5,700 square feet. The parking lot has about 20 spaces; a school is required to have one parking spot for every 25 students, so the City considers the parking sufficient for this use.

The applicant is moving from their location on Harwood Road. Their existing facility is being taken out due to the expansion of the Bedford Boys Ranch park and ball fields. This is a use that has been in the City of Bedford. They are planning to expand and add another building in the back of the property, which will be required to go before Planning & Zoning Commission sometime in the future.

Commissioner Quigley asked if the applicant is planning to make physical changes to the building footprint, and if all of the remodeling is internal.

Jayashree Narayana said yes, all of the remodeling will be internal.

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Commissioner Quigley said he read one of the public comments that questioned how much of the property will the gym consume and if there will be a lot of trees removed.

Commissioner Henderson asked if the width of the fire lane is 24 feet because it is not a street instead of the 26 feet that is required on the street.

Jayashree Narayana said the Fire Marshal approved the 24 foot fire lane because it is just a driveway and not a street.

Commissioner McMillan asked if the fire lane will be asphalt or concrete.

Jayashree Narayana said it will have to meet the fire code standards, which may be either, but that is a questions the applicant can answer.

Kent Hopkins, petitioner, 605 Charles Drive, Euless, Texas.

Mr. Hopkins said he had been trying to purchase this for almost a year. After reviewing the survey of the property, he realized that this property is over 2 acres less than what he thought it was. He was able to get the price down to his range and the bank approval, and now he is going for the zoning change. If it is approved and City Council approves it, he will be ready to start construction.

The students at this school are both children and adults. This building is sufficient for what they have, but they are also planning to build another building adjacent to the main building that will be a gym for the students as well as the goal to hold the Special Olympics. He hopes to have the main building renovated and ready to move in to by Christmas. The Clubhouse needs to move out of their current location, but at this point does not have any temporary quarters, so that is why he's trying to get everything done as soon as he can.

The largest expense of this project is bringing the building up to fire code. The Fire Marshal has been working with him in regards to bringing it in to compliance.

Chairman Carlson asked how long the Clubhouse was in operation at the Boys Ranch.

Mr. Hopkins said about six years ago.

Commissioner Stroope said that Commissioner McMillan asked what type of material will be used for the driveway.

Mr. Hopkins said concrete with rebar to ensure that the fire trucks are supported. He will probably go with asphalt for the parking lot.

Chairman Carlson opened the public hearing at 7:16 p.m.

*Due to COVID-19, City Hall was closed to the public. Citizens who wished to be heard were provided the options to submit a comment or request a phone call during the public hearing by completing a Comment Form available through the City of Bedford's website ([www.bedfordtx.gov](http://www.bedfordtx.gov)):*

*Doni Green, 9 Greentree Lane, Bedford, Texas.*

*Doni Green submitted the following comment:*

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*I understand that the City is considering rezoning Tracts 3 and 3D to allow The Clubhouse for Special Needs to operate a school. I've gone to the Clubhouse's website and understand that it proposes to build a gymnasium at 1525 Bedford Road.*

*My home is adjacent to the proposed build site, which has been owned by a community church. I've enjoyed the wooded nature of the property and quiet of the church operations. It's been a good neighbor.*

*I'm not familiar with details of the proposed construction, apart from the limited information I received in the City's Notice of Public Hearing or Clubhouse website. If rezoning is approved, I would hope that the Clubhouse would preserve as many trees as possible and control for noise--particularly outside of normal business hours.*

*If that's the case, I support the Clubhouse's acquisition of the land. I appreciate its mission of providing persons with intellectual and development disabilities greater opportunities for learning and community engagement and believe it would be a good neighbor.*

Mr. Hopkins said a contractor recently visited the property and said that there will be only one tree that needs to be removed which is located where the front driveway will be constructed. Aside from that, they do not intend to remove any other trees.

Chairman Carlson closed the public hearing at 7:17 p.m.

Motion: Commissioner Stroope made a motion to approve zoning case PZ-SUP-2020-50009.

Commissioner Henderson seconded the motion and the vote was as follows:

Ayes: Commissioners Quigley, McMillan, Stroope, Henderson, Cawthorne, Moye, and Chairman Carlson

Nays: None

Abstention: None

Motion approved 7-0-0. Chairman Carlson recommended to approve zoning case PZ-SUP-2020-50009.

**ADJOURNMENT**

Motion: Commissioner Quigley made a motion to adjourn.

Commissioner Stroope seconded the motion and the vote was as follows:

Ayes: Commissioners Quigley, McMillan, Stroope, Henderson, Cawthorne, Moye, and Chairman Carlson

Nays: None

Abstention: None

Motion approved 7-0-0. Chairman Carlson adjourned the Planning and Zoning Commission meeting at 7:19 p.m.

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**Todd Carlson, Chairman  
Planning and Zoning Commission**

**ATTEST:**

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**Kristtina Starnes  
Planning & Zoning Assistant**