

CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** February 24, 2025

SUBJECT: ZC24-0120, Ordinance No. 3893, Public hearing and consideration of a request from Lifetime Commercial Roofing for a special use permit for a contractor's office with shop and garage at 5109 Commercial Drive, being 1.046 acres described as Lot H-R, Block 14, Richland Terrace Addition.

PRESENTER: Clayton Husband, Principal Planner

SUMMARY:

Lifetime Commercial Roofing is requesting a special use permit for a contractor's office with shop and garage on a 1.046-acre property located at 5109 Commercial Drive.

GENERAL DESCRIPTION:

The property is located on Commercial Drive, which runs between Davis Boulevard and Maplewood Avenue in the northwest quadrant of the intersection. The street is developed with commercial buildings. Properties on Commercial Drive are zoned both C-2 (Commercial) and I-1 (Light Industrial). On the west side, the site is adjacent to single-family residences located on Roberta Drive.



The property is developed with a 13,500-square-foot multitenant building. The building was constructed in 1984. The applicant proposes use a portion of the building for a contractor's office and shop for [Lifetime Commercial Roofing](#). The property is zoned C-2 (Commercial), and approval of a special use permit is required for this land use in this district.

Attached is a description of the proposed project, a site plan showing planned improvements, and photos of the property. The applicant proposes to use approximately 8,800 square feet of the building for office and warehouse areas. The space is currently vacant and would be renovated to include 4,800 SF of office space, with the remaining 3,800 square feet used for warehouse storage. The applicant also proposes to provide parking areas on the site for three 16-foot long trailers, but the outside storage of other equipment and materials is not planned.

The site plan for the property indicates several site improvements associated with the finish out of the building. An enclosure for the refuse containers would be constructed

near the northeast corner of the property. The containers are currently located in the northwest corner of the site adjacent to residential properties. Accessible parking spaces would be relocated across from the entrance to the business, which would connect to a new accessible sidewalk along the front of the building. While not shown on the site plan, exterior wall pack lighting fixtures on the building would be replaced with conforming fixtures that direct light downward to eliminate light trespass on adjacent residential properties.

The proposed conditions of approval for this special use permit are attached. Applications for special use permits provide an opportunity to address modifications to specific site development and building design standards for the site. These conditions are based on the applicant's proposed development of the property. These conditions may be modified throughout the public hearing process, but they are subject to final approval by City Council. The SUP standards address land use, landscaping, site improvements, and operational standards for the business.

As part of special use permit requests, the Planning and Zoning Commission and City Council may require certain property improvements as a condition of SUP approval. These improvements are intended to address nonconforming features of properties and provide suggested enhancements that would help bring the property closer to compliance with current development standards. The following is a list of nonconforming features identified on the property.

1. Building and site lighting. Any nonconforming wall pack and flood light fixtures on the building could be replaced with conforming fixtures. The fixtures should comply with the standards contained in Section 118-728 of the zoning ordinance. The applicant has indicated plans to replace building lighting.
2. Refuse container enclosures. Enclosures could be constructed or renovated for all refuse containers on the lot. The enclosures should comply with the standards contained in Section 118-874 of the zoning ordinance. These standards generally include a masonry enclosure, pedestrian access gates, and opaque metal gates. The applicant has indicated plans to construct an enclosure for refuse containers.
3. Screening walls. A six-foot tall masonry screening wall is the standard requirement between commercial and residential properties. The existing wood fence on the rear (west) property line could be replaced with a conforming screening wall. The Development Review Committee would support replacing the fence with a new eight-foot tall wood fence, however it is recognized that replacement of the fence could result in the removal of large trees located on the common property line.
4. Site landscaping. The property was developed prior to the adoption of the current landscaping and buffering standards. General standards that would apply to the site include landscape setbacks on Commercial Drive, a landscape buffer adjacent to residential properties, and parking lot landscaping.

LAND USE PLAN: This area is designated on the Land Use Plan as Retail Commercial. The Retail Commercial land use category provides sites for community and regional



shopping centers, commercial establishments, and employment centers. These sites are typically located on highways and major thoroughfares at key intersections.

CURRENT ZONING: The property is zoned C-2 (Commercial). This district is intended to provide for the development of retail and general business uses primarily to serve the community and region. Uses include a wide variety of business activities and may involve limited outside storage, service, or display. The C-2 district should be located away from low and medium density residential development and should be used as a buffer between retail and industrial uses. The district is also appropriate along business corridors as indicated on the land use plan.

SURROUNDING ZONING | LAND USE:

DIRECTION	ZONING	LAND USE PLAN	EXISTING LAND USE
NORTH	C-2 (Commercial)	Retail Commercial	Commercial and service uses
WEST	R-2 (Single-Family Residential)	Low Density Residential	Single-family residences
SOUTH	C-2 (Commercial)	Retail Commercial	Commercial and service uses
EAST	C-2 (Commercial) I-1 (Light Industrial)	Retail Commercial	Commercial and service uses

PLAT STATUS: The property is platted as Lot H-R, Block 14, Richland Terrace Addition.

PLANNING AND ZONING COMMISSION: The Planning and Zoning Commission conducted a public hearing and considered this item at the February 6, 2025, meeting and voted 5-0 to recommend approval.

RECOMMENDATION:

Approve Ordinance No. 3893.