



**AGENDA  
CENTRAL BUSINESS DISTRICT  
DESIGN REVIEW COMMITTEE  
CALLED MEETING  
THURSDAY, FEBRUARY 16, 2023 – 4:00 P.M.  
COUNCIL CONFERENCE ROOM  
ALLEN CITY HALL  
305 CENTURY PARKWAY  
ALLEN, TEXAS 75013**

**Call to Order and Announce a Quorum is Present**

**Action Items**

1. Approve Minutes from the December 7, 2022, Called Meeting.
2. Consider a Design Plan for McDermott Business Park, Lot 5, Block A being 0.47± acres generally located south of E. McDermott Drive and east of S. Butler Drive for a covered parking structure.

**Adjournment**

This notice was posted at Allen City Hall, 305 Century Parkway, Allen, Texas, at a place convenient and readily accessible to the public at all times. Said notice was posted on Friday, February 10, 2023, at 5:00 p.m.

---

Shelley B. George, CITY SECRETARY

Allen City Hall is wheelchair accessible. Access to the building and special parking are available at the entrance facing Century Parkway. Requests for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting time by calling the City Secretary at 214-509-4105.

**CENTRAL BUSINESS DISTRICT  
DESIGN REVIEW COMMITTEE**

---

**Called Meeting Minutes  
December 7, 2022**

**ATTENDANCE**

Marc Kurbansade, AICP, Director of Community Development, Chair  
Chris Flanigan, PE, Director of Engineering  
Michael Sizemore, CBO, Building Official  
Kate Meacham, CPRE, Director of Parks and Recreation  
Jill Kelley, Citizen Representative  
Thomas K. Thomas, Citizen Representative

**CITY STAFF PRESENT**

Hayley Angel, AICP, Planning Manager  
Kim Yockey, AICP, Senior Planner  
Kate Gibson, Sr. Administrative Assistant of Community Development

**Call to Order and Announce a Quorum is Present**

With a quorum of the Committee members present, Chair Kurbansade called the meeting to order at 4:00 p.m. at City Hall Council Conference Room at Allen City Hall, 305 Century Parkway, Allen, Texas, 75013.

**ACTION ITEMS**

1. Approve Minutes from the September 15, 2022, Called Meeting.

**Motion:**       **Upon a motion by Thomas K. Thomas, and a second by Chris Flanigan, the Committee voted 6 IN FAVOR and 0 OPPOSED to approve the minutes from the September 15, 2022 meeting.**

**The motion carried.**

2. Consider a Design Plan for Allen City Center being 12.56± acres and the internal public streets generally located at the northeast quadrant of U.S. Hwy 75 and W. Main Street and bounded by Anna Drive, Main Street, U.S. Hwy 75, the southern boundary of Block A of the Whisenant Estates Addition No. 2 and Block C of the Whisenant Estates Addition.

Ms. Angel presented the item to the Committee and noted that staff is in support of the request.

The Committee discussed the following:

- Proposed landscaping;
- Required and provided setbacks;
- Parking garages;
- Architectural features of proposed and surrounding buildings;
- Location of proposed open space; and
- Lighting requirements.

**Motion:** Upon a motion by Thomas K. Thomas, and a second by Chris Flanigan, the Committee voted 6 IN FAVOR, and 0 OPPOSED to approve Design Plan for Allen City Center being 12.56± acres and the internal public streets generally located at the northeast quadrant of U.S. Hwy 75 and W. Main Street and bounded by Anna Drive, Main Street, U.S. Hwy 75, the southern boundary of Block A of the Whisenant Estates Addition No. 2 and Block C of the Whisenant Estates Addition.

**The motion carried.**

**Adjournment**

Chair Kurbansade adjourned the meeting at 4:38 p.m.

These minutes approved this 16<sup>th</sup> day of February 2023.

---

Marc Kurbansade, CHAIR

---

Hayley Angel, PLANNING MANAGER

## DESIGN REVIEW COMMITTEE COMMUNICATION

**AGENDA DATE:** February 16, 2023

**SUBJECT:** Consider a Design Plan for McDermott Business Park, Lot 5, Block A being 0.47± acres generally located south of E. McDermott Drive and east of S. Butler Drive for a covered parking structure.

**STAFF RESOURCE:** Jordan Caudle  
Planner

**PRIOR COMMITTEE ACTION:** September 2019 – Approved Design Plan

### **BACKGROUND**

The property is generally located east of Butler Drive and south of McDermott Drive. The applicant is requesting to construct an accessory structure to provide onsite covered parking. The *Allen Land Development Code (ALDC)* Article IV, Section 4.08.19.2.b.i states, “The design review committee (DRC) shall review a design plan accompanying an application for new construction, reconstruction, addition or alteration of structures and buildings in the central business district.”

The applicant is requesting approval of an alteration to the Design Plan approved in September 2019 to allow a covered parking structure. A Site Plan for the development, including the subject lot, was approved in May 2010. The subject property was subsequently platted with the adjacent properties as McDermott Business Park.

The attached design plan shows an existing single story 5,620± square foot building on an approximately 0.467± acre lot with 30 parking spaces. The single point of access into the site is located on the northern property boundary and connects to McDermott Drive through an existing Mutual Access, Fire Lane, and Utility Easement. The proposed covered parking structure is located on the western side of the access drive.

The design plan proposes one change from the approved design plan. The applicant has installed a canopy providing covered parking on the property. This change does not result in a loss in parking, and as such, the site continues to be adequately served. Pursuant to Section 4.08.19.2.g.i and Section 4.08.19.2.g.xi, the proposed structure is required to be compatible with existing architectural elements and building materials on the subject property and on the surrounding properties in terms of scale, materials, and colors. After review of the surrounding properties and buildings, staff finds that the proposed building materials, scale, and color are consistent with that of the adjacent properties.

### **RECOMMENDATION**

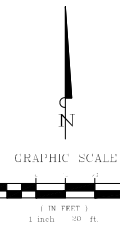
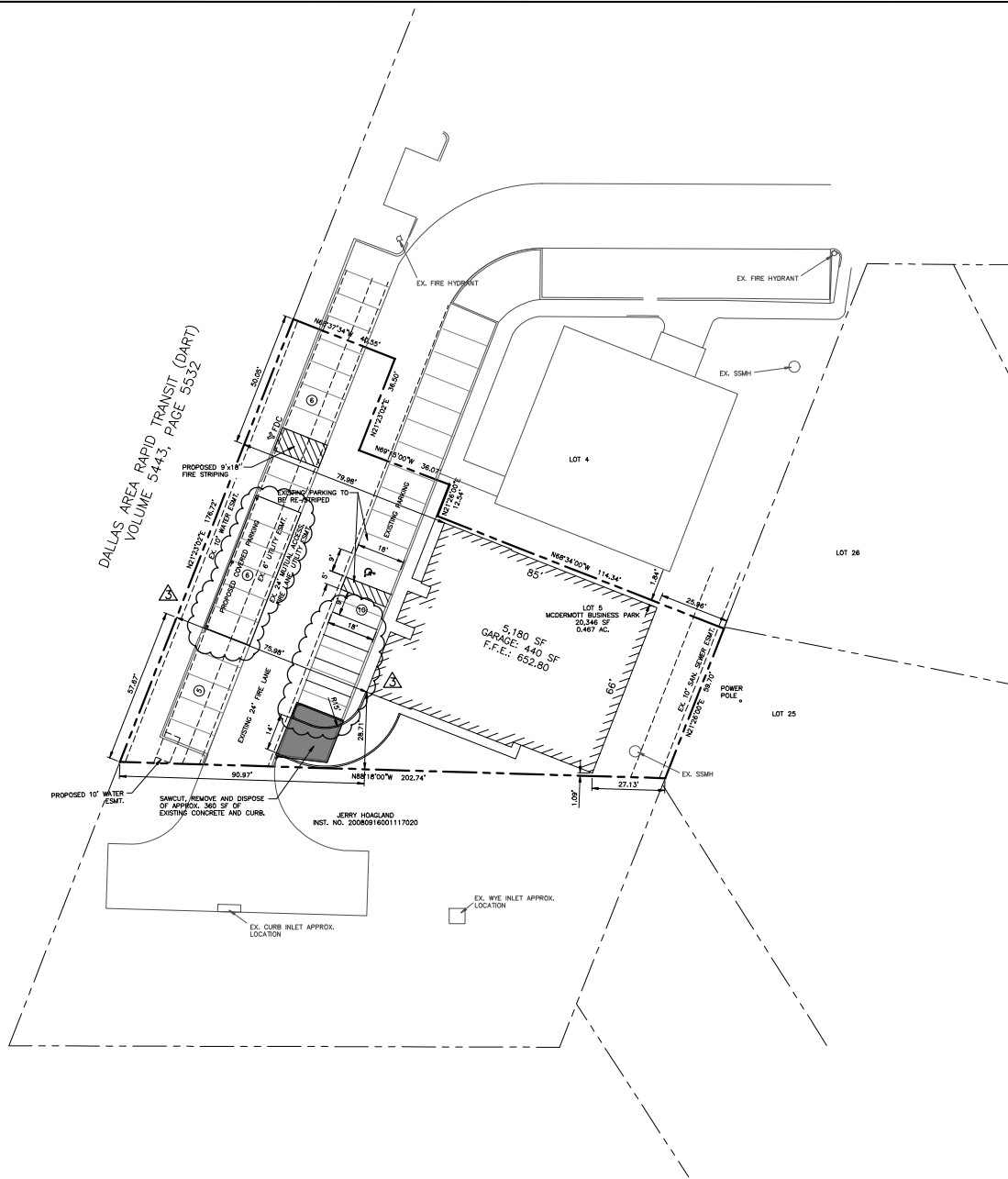
Staff recommends approval.

### **ATTACHMENTS**

Design Plan  
Photographs of the proposed parking structure



VICINITY MAP  
N.T.S.



LEGEND	
PROPOSED PARKING COUNT	⊕
EXISTING FIRE HYDRANT	⊙
REMOVE EXIST. CONCRETE	■

- NOTES
1. REFER TO GEOTECHNICAL INVESTIGATION FOR SUBGRADE PREPARATION AND PAVING DETAILS.
  2. IF A CONFLICT EXISTS BETWEEN GEOTECHNICAL RECOMMENDATION AND PLANS, THE MORE STRINGENT CONDITIONS SHALL BE USED FOR CONSTRUCTION.
  3. CONTRACTOR TO REFER TO LANDSCAPE PLAN FOR LOCATION OF IRRIGATION SLEEVES.
  4. ALL STRIPING TO BE WHITE PAINT PER CITY STANDARDS.



FIRM REGISTRATION F-10158

1/22/2023 - AS BUILT PLAN	
CITY OF ALLEN, TX	
MCDERMOTT BUSINESS PARK MCDERMOTT DR, ALLEN, TX	
<b>MAZIDJI GROUP</b> CIVIL ENGINEERING AND ENVIRONMENTAL PROFESSIONALS 11105 FERNALD AVE. DALLAS, TX 75218 214-563-1096 COSTA MAZIDJI, P.E.	
DESIGNED: CNM	SCALE: 1:20
DRAWN: SM	DATE: JANUARY 2020
CHECKED: CNM	JOB NO. MG

SITE PLAN  
C-01





