

**CITY OF EULESS
PLANNING AND ZONING COMMISSION
JULY 21, 2026
MINUTES**

The pre-session meeting of the Planning and Zoning Commission was called to order at 6:00 p.m. by Chairman Troy Mennis in the Pre-Council Conference Room of City Hall, 201 North Ector Drive. Those present included Chairman Troy Mennis, Vice Chair LuAnn Portugal and Commissioners John Koren, Magen Brown, and Katherine Flannery. Commissioners RubyAnne Crites and Madeline Prater were absent.

During the Pre-Session Meeting:

- Assistant Director of Planning and Economic Development Lisa Payne reviewed agenda items number 2 through 6.
- Director of Planning and Economic Development Reagan Rothenberger reviewed agenda item number 7.
- Chairman Troy Mennis gave a brief discussion on the NCTCOG Planning and Development Academy Training.

**PLANNING AND ZONING COMMISSION CONSIDERATION OF SCHEDULED ITEMS –
COUNCIL CHAMBERS**

The regular meeting of the Euless Planning and Zoning Commission was called to order by Chairman Mennis at 6:47 p.m. in the Council Chambers at City Hall, 201 North Ector Drive.

STAFF PRESENT

Reagan Rothenberger, Director of Planning and Economic Development
Lisa Payne, Assistant Director of Planning and Economic Development
Major Jones, Director of Public Works and Engineering
David Pendley, Building Official
Drew Washington, Division Chief / Fire Marshal
Yvonne Garcia, Administrative Assistant II of Planning and Economic Development

VISITORS PRESENT

Brandon Tolentino Lee Ann Folan
Jordan Huneycutt Triston Ida

INVOCATION

Vice Chair Portugal gave the invocation.

THE PLEDGE OF ALLEGIANCE

Commissioner Flannery led the pledge of allegiance.

ITEM 1. APPROVED PLANNING AND ZONING COMMISSION MINUTES

Vice Chair Portugal made a motion to approve the minutes of the regular meeting June 16, 2026. Commissioner Flannery seconded the motion.

The vote was as follows.

Ayes: Chairman Mennis, Vice Chair Portugal and Commissioners Brown, Koren, and Flannery

Nays: None

Abstentions: None

Chairman Mennis declared the motion carried. (5-0-0)

ITEM 2. APPROVAL OF PRELIMINARY PLAT CASE NO. 26-01-PP

Assistant Director of Planning and Economic Development Lisa Payne presented the case to the Planning and Zoning Commission and advised that the applicant, Osama Nashed, representing A.N.A. Consultants, requests approval of a Preliminary Plat of Glenn Village Addition, Block A, Lots 1-19, A, B, & C and Block B, Lots 1-8 being 5.581 acres located on the southeast corner of Glenn Drive and North Industrial Boulevard. This preliminary plat is utilized to illustrate property to be subdivided, right-of-way (ROW) to be dedicated, and easements to be established. On February 24, 2026, City Council approved Ordinance No. 2449 for the requested rezoning of the property from Neighborhood Business (C-1) to Planned Development (PD) with the owner's intent to develop this residential subdivision. This plat contains twenty-seven residential lots and three lots that will be owned by the Homeowners Association (HOA), all of which comply with the PD Development Standards. Preliminary plats are not recorded with the County Clerk, but the subsequent final plat will be.

The Development Services Group has reviewed the Preliminary Plat and certified that it meets all City standards. Staff recommends approval.

Triston Ida, representative, appeared and was available for questions.

There were no questions or comments presented by the Commission.

Commissioner Koren made a motion to approve Case No. 26-01-PP for a preliminary plat at Glenn Village Addition, Block A, Lots 1-19, A, B, & C and Block B, Lots 1-8 being 5.581 acres located on the southeast corner of Glenn Drive and North Industrial Boulevard. Commissioner Brown seconded the motion.

The vote was as follows.

Ayes: Chairman Mennis, Vice Chair Portugal, and Commissioners Brown, Koren, and Flannery

Nays: None

Abstention: None

Chairman Mennis declared the motion carried. (5-0-0)

ITEM 3. APPROVAL OF FINAL PLAT CASE NO. 26-03-FP

Assistant Director of Planning and Economic Development Lisa Payne presented the case to the Planning and Zoning Commission and advised that the applicant, Jordan Honeycutt, representing Spiars Engineering, requests approval of a Final Plat of Burly Bear Addition, Block A, Lot 1, Block B, Lot 1, Block C, Lot 1 being 13.508 acres located on the southwest corner, the southeast corner, and the northwest corner of the intersection of Bear Creek Parkway and Pilot Hill Drive. This final plat is utilized to record subdivided property, dedicate right-of-way (ROW), and establish easements for multifamily development. On August 9, 2022, City Council approved Ordinance No. 2308 for the requested rezoning of this property to Planned Development (PD) as part of the overall Watercolor mixed-use development.

Several utility easements, as well as a private drainage easement and two Mutual Emergency Access, Drainage, & Utility Easements (MEADUE) with access to Pilot Hill Drive are proposed on Blocks A and B. Block C is entirely encumbered by a 50-foot Pipeline Easement that stretches to the west and east directly north of Pilot Hill Drive. This property cannot be built upon, so it will be landscaped as part of the mixed-use community. Between Blocks A and C, 60-feet of ROW, measuring 0.604 acres, is dedicated to the City of Euless by this plat as an extension of Pilot Hill Drive.

The Development Services Group has reviewed the Final Plat and certified that it meets all City standards. Staff recommends approval.

Jordan Honeycutt, applicant, appeared and was available for questions.

There were no questions or comments presented by the Commission.

Commissioner Brown made a motion to approve Case No. 26-03-FP for a Final Plat of Burly Bear Addition, Block A, Lot 1, Block B, Lot 1, Block C, Lot 1 being 13.508 acres located on the southwest corner, the southeast corner, and the northwest corner of the intersection of Bear Creek Parkway and Pilot Hill Drive. Vice Chair Portugal seconded the motion.

The vote was as follows.

Ayes: Chairman Mennis, Vice Chair Portugal, and Commissioners Brown, Koren, and Flannery.

Nays: None

Abstention: None

Chairman Mennis declared the motion carried. (5-0-0)

ITEM 4. HELD A PUBLIC HEARING FOR SPECIFIC USE PERMIT CASE NO. 26-03-SUP AND RECOMMENDED AN ORDINANCE

Chairman Mennis opened the public hearing at 6:58 p.m.

Assistant Director of Planning and Economic Development Lisa Payne presented the case to the Planning and Zoning Commission and advised that the applicant, Erik Kantola, representing Blissful Architecture, PLLC, requests a Specific Use Permit for passenger car rental located at Andrew Huitt Survey, Abstract 684, Tract 1H9 at 203 W. Euless Boulevard in the Texas Highway 10 Multi-Use (TX-10) zoning district.

Five Star Rentalplex intends to operate a passenger car rental business with rental cars located on-site. Passenger car rental is only permitted in the TX-10 zoning district with the approval of a Specific Use Permit (SUP).

The approximately 0.5-acre subject property contains an existing 2,840 square foot building. It is split between Unit A, which is 542 square feet and will be used as the office for Five Star Rentalplex, and Unit B, which is 2,298 square feet and is currently occupied by A-MAX Insurance. The new property owner, which is also the business owner of Five Star Rentalplex, hopes to eventually use the entire building to operate his car rental business.

The proposed site improvements include replacing the chain link fence that faces W. Euless Boulevard with a masonry screening wall and screened automatic gate, adding screening slats to chain link fencing around the sides and rear of the property, reconstructing the entire asphalt parking lot with concrete and a fire lane, moving the pole sign to allow for a fire lane to be established, creating three additional parking spaces in front of the building, relocating the dumpster enclosure, and adding landscaping in front of the screening wall. Twenty-eight (28) parking spaces for rental cars will be striped within the screened portion of the parking lot.

The proposed passenger car rental business will only offer rental cars that are clean, undamaged, and less than or equal to five (5) years old. All rental vehicles will be parked in the screened parking lot and there will be no outdoor storage of car parts. Vehicles needing repairs, fuel, and other services will be taken off-site. The applicant has confirmed that none of the rental cars will be available for sale to customers. Five Star Rentalplex is expected to employ the equivalent of 1.5 full-time employees and have the operating hours of Monday through Friday at 7:30 AM to 6:00 PM and Saturday at 9:00 AM to 1:00 PM.

Public hearing notification letters were mailed to all property owners within 200 feet of the subject property and a zoning notification sign was installed. To date, staff received zero responses.

Per the City of Euless Code of Ordinances, an SUP shall not be recommended for approval by the Planning and Zoning Commission unless all criteria listed in Sec. 84-153 are found to exist.

Staff recommends approval of the Specific Use Permit, with the following conditions:

1. The Specific Use Permit is tied to the business name, Five Star Rentalplex;
2. The Specific Use Permit is tied to the business owner, Chattha, LLC;

3. There shall be no outdoor storage of car parts or merchandise other than the vehicles that are ready to rent;
4. All vehicles for rent shall be screened from adjacent properties and City right-of-way (ROW);
5. There shall be no outdoor service, repair, or fueling to any vehicle;
6. Vehicles shall not be available to customers for purchase;
7. The business shall register with the appropriate state agency for the collection of car rental taxes and other applicable taxes;
8. A final plat of the subject property including the required fire lane shall be approved before a Certificate of Occupancy is issued; and
9. The Specific Use Permit may be revoked if one or more of the conditions imposed by this permit has not been met or has been violated.

Erik Kantola, applicant, gave a brief description and was available for questions.

Chairman Mennis asked to hear from anyone who wished to speak on this case.

There being no persons to be heard, Chairman Mennis closed the public hearing at 7:05 p.m.

Vice Chair Portugal asked whether the applicant had any other rental locations and if any additional lighting or security measures would be proposed for the site. Mr. Kantola stated that, to his knowledge, there are no other rental locations. He added that any lighting installed would comply with City standards and would be shielded from residential properties.

Commissioner Brown inquired about the type of clientele the business intends to attract, including whether customers would primarily use passenger cars, vans or cargo vans and if vehicles would be delivered to customers at the airport. Mr. Kantola stated that he would consult with his client, provide the information to City staff, and have answers before the City Council meeting.

There were no further questions or comments presented by the Commission.

Commissioner Flannery made a motion to approve Case No. 26-03-SUP for a Specific Use Permit (SUP) for passenger car rental located at Andrew Huitt Survey, Abstract 684, Tract 1H9 at 203 W. Euless Boulevard in the Texas Highway 10 Multi-Use (TX-10) zoning district, with the conditions as presented. Commissioner Koren seconded the motion.

The vote was as follows.

Ayes: Chairman Mennis, Vice Chair Portugal, and Commissioners Brown, Koren, and Flannery.

Nays: None

Abstention: None

Chairman Mennis declared the motion carried. (5-0-0)

ITEM 5. HELD A PUBLIC HEARING FOR SPECIFIC USE PERMIT CASE NO 26-05-SUP AND TABLED AN ORDINANCE

Chairman Mennis opened the public hearing at 7:12 p.m.

Assistant Director of Planning and Economic Development Lisa Payne presented the case to the Planning and Zoning Commission and advised that the applicant, Hayder Altufaili, representing Total Collision Care, requests a Specific Use Permit (SUP) for auto paint and body repair located at Oakwood Terrace Addition, Block 1, Lot A43R at 230 Vine Street in the Texas Highway 10 Multi-Use (TX-10) zoning district.

The applicant currently operates his auto paint and body business, Total Collision Care, nearby on Trinity Boulevard in Fort Worth, and intends to move his business to Euless. An auto paint and body business is only permitted in the TX-10 zoning district with the approval of a Specific Use Permit (SUP).

The subject property is approximately 0.35-acres and contains an existing 3,600 square foot building that has previously housed mostly car repair and contractor shops, in addition to some retail uses. The applicant plans to use the entire building, which is divided between a 2,050 square foot maintenance and repair area, a 530 square foot parts storage area, a 505 square foot office, and a 515 square foot reception/office area. The building's bay doors open to the back of the property which is an established storage yard that is screened by the building and a solid metal gate on the northeast boundary, a 6-foot-tall wood fence on top of a 2-foot-tall retaining wall on the south and southwest boundaries, and the wall of the adjacent building on the northwest boundary. The adjacent building is where the owner of the subject property operates his general car repair business and a fire lane is required to be established at the property's entry point that is shared with the adjacent property. Nine parking spaces are required, but thirteen are provided in the front parking lot.

Detailing repaired vehicles will be allowed in the screened area, but absolutely no paint and body repair will be performed outside of the building. The only allowed outdoor storage will be the vehicles that are parked in the screened area waiting to receive service. Total Collision Care is expected to have five employees and have the operating hours of Monday through Saturday at 9:00 AM to 6:00 PM.

Public hearing notification letters were mailed to all property owners within 200 feet of the subject property and a zoning notification sign was installed. To date, staff received one response in support.

Per the City of Euless Code of Ordinances, an SUP shall not be recommended for approval by the Planning and Zoning Commission unless all criteria listed in Sec. 84-153 are found to exist.

Staff recommends approval of the Specific Use Permit, with the following conditions:

1. The Specific Use Permit is tied to the business name, Total Collision Care;
2. The Specific Use Permit is tied to the business owners, Hayder Altufaili, Ameen Almasri, and Jonathan Urbina;
3. There shall be no outdoor repair to any vehicle;

4. Detailing repaired vehicles is the only outdoor service allowed, and it must take place in the screened area behind the building;
5. There shall be no outdoor storage of tires, car parts, equipment, or merchandise;
6. Vehicles awaiting repair shall be parked in the screened area behind the building;
7. A repaired vehicle may be moved to the front parking lot only on the day it will be retrieved by its owner;
8. Nothing in the screened area behind the building shall extend over the height of the screening fence;
9. The fuel in each tank located inside the building cannot exceed a quarter (1/4) tank or five (5) gallons (whichever is less) and a cumulative total of no more than thirty (30) gallons;
10. A replat of the subject property including the required fire lane shall be approved before a Certificate of Occupancy is issued; and
11. The Specific Use Permit may be revoked if one or more of the conditions imposed by this permit has not been met or has been violated.

Chairman Mennis asked to hear from anyone who wished to speak on this case.

There being no persons to be heard, Chairman Mennis closed the public hearing at 7:17 p.m.

Vice Chair Portugal made a comment that she was disappointed that the applicant or a representative did not appear to answer questions.

There were no further comments presented by the Commission.

Commissioner Flannery made a motion to approve Case No. 26-05-SUP for a Specific Use Permit (SUP) for auto paint and body repair located at Oakwood Terrace Addition, Block 1, Lot A43R at 230 Vine Street in the Texas Highway 10 Multi-Use (TX-10) zoning district, with the conditions as presented.

The motion failed for lack of a second.

Commissioner Koren made a motion to table consideration of the recommendation of an ordinance and hold another public hearing at the August 4, 2026 Planning and Zoning Commission regular meeting to allow the applicant to appear and answer questions. Vice Chair Portugal seconded the motion.

The vote was as follows.

Ayes: Chairman Mennis, Vice Chair Portugal, and Commissioners Brown and Koren.

Nays: Commissioner Flannery

Abstention: None

Chairman Mennis declared the motion to table carried. (4-1-0)

ITEM 6. HELD A PUBLIC HEARING FOR SPECIFIC USE PERMIT CASE NO. 26-06-SUP AND RECOMMENDED AN ORDINANCE

Chairman Mennis opened the public hearing at 7:23 p.m.

Assistant Director of Planning and Economic Development Lisa Payne presented the case to the Planning and Zoning Commission and advised that the applicant, Onyi Odunukwe, representing GNOT INC, LLC, is requesting a Specific Use Permit for a tanning and skin wellness salon located at Shops at Vineyard Village Addition, Block A, Lot 3 at 2750 State Highway 121, Suite 300 in the 121 Gateway (TX-121) zoning district.

Glo Tanning is a nation-wide company that offers ultraviolet tanning, automated spray tanning, red light therapy, hydration pods, and massage chairs. The applicant proposes to operate in a 2,275 square foot tenant suite comprising of fifteen private rooms for various services, plus a lobby, restrooms, and laundry room.

Glo Tanning is expected to employ enough people to have a maximum of four employees on shift, and they will have the operating hours of Monday through Friday at 9:00 AM to 9:00 PM, Saturday at 9:00 AM to 8:00 PM, and Sunday at 10:00 AM to 6:00 PM. They will not be open late-night or 24-hours.

Public hearing notification letters were mailed to all property owners within 200 feet of the subject property and a zoning notification sign was installed. To date, staff received zero responses.

Per the City of Euless Code of Ordinances, an SUP shall not be recommended for approval by the Planning and Zoning Commission unless all criteria listed in Sec. 84-153 are found to exist.

Staff recommends approval of the Specific Use Permit, with the following conditions:

1. The Specific Use Permit is tied to the business name, Glo Tanning;
2. The Specific Use Permit is tied to the business owner, GNOT INC, LLC; and
3. The Specific Use Permit may be revoked if one or more of the conditions imposed by this permit has not been met or has been violated.

Chairman Mennis asked to hear from anyone who wished to speak on this case.

There being no persons to be heard, Chairman Mennis closed the public hearing at 7:26 p.m.

There were no questions or comments presented by the Commission.

Vice Chair Portugal made a motion to approve Case No. 26-06-SUP for a Specific Use Permit (SUP) for a tanning and skin wellness salon located at Shops at Vineyard Village Addition, Block A, Lot 3 at 2750 State Highway 121, Suite 300 in the 121 Gateway (TX-121) zoning district, with the conditions as presented. Commissioner Koren seconded the motion.

The vote was as follows.

Ayes: Chairman Mennis, Vice Chair Portugal, and Commissioners Brown, Koren, and Flannery.

Nays: None

Abstention: None

Chairman Mennis declared the motion carried. (5-0-0)

ITEM 7. HELD A PUBLIC HEARING FOR CASE NO. 26-05-CC AND RECOMMENDED AN ORDINANCE

Chairman Mennis opened the public hearing at 7:28 p.m.

Director of Planning and Economic Development Reagan Rothenberger presented the case to the Planning and Zoning Commission regarding an ordinance amending Chapter 84 of the Code of Ordinances to amend Section 84-7 "Definitions and Word Usage" and Section 84-85, "Special Conditions By Use Type", amending the definition of "Home Occupation" and providing regulations for home-based businesses that are incidental and subordinate to the primary residential use.

The 89th Texas Legislature (2025) passed House Bill (HB) 2464, which affects cities' ability to regulate "home-based businesses", often referred to as "home occupations." Cities have traditionally regulated home-based businesses in a standard manner of listing what specific kinds of business uses can and cannot be active within a residential district. HB 2464 requires that cities permit "no-impact home-based businesses", meaning cities cannot regulate specific business if it has "no-impact". However, cities may ensure businesses operate as a "no-impact home-based business" by adopting regulations related to traffic, visibility, parking, noise, etc. In order to bring this section of the existing ordinance into compliance with HB 2464, staff proposes a set of amendments that provide clearer regulations regarding parking, traffic, and when activities of the business may be visible from a neighboring street or property.

Highlights of this ordinance include the following:

- Removes vague traffic language to establish a clear maximum amount of traffic permitted to be generated for the business
- Establishes a clear parking maximum for both on and off-street parking related to the business
- Establishes the limited ways in which business activity may be visible from a street or surrounding property
- Maintains language that restricts noise, vibrations, etc. in relation to business activity
- Removes specific uses listed in the ordinance that can no longer be strictly prohibited and other unenforcible regulations

Chairman Mennis asked to hear from anyone who wished to speak on this case.

There being no persons to be heard, Chairman Mennis closed the public hearing at 7:30 p.m.

There were no questions or comments presented by the Commission.

Commissioner Koren made a motion to approve Case No. 26-05-CC for amending Chapter 84 of the Code of Ordinances to amend Section 84-7 "Definitions and Word Usage" and Section 84-85, "Special Conditions By Use Type", amending the definition of "Home Occupation" and providing regulations for home-based businesses that are incidental and subordinate to the primary residential use. Commissioner Brown seconded the motion.

The vote was as follows.

Ayes: Chairman Mennis, Vice Chair Portugal, and Commissioners Brown, Koren, and Flannery.

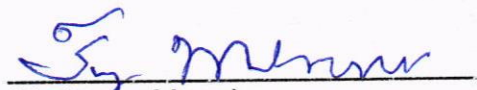
Nays: None

Abstention: None

Chairman Mennis declared the motion carried. (5-0-0)

ITEM 8. ADJOURN

There being no further business, the meeting was adjourned at 7:35 p.m.


Chairman Mennis