



Planning and Zoning Commission - Regular Meeting

February 19, 2026 - 5:30 PM

Council Chambers

1200 E. Broad St., Mansfield, TX 76063

1. CALL MEETING TO ORDER

2. WORK SESSION - 5:30 P.M.

A. Presentation by Staff on Items from the Regular Planning and Zoning Commission Meeting

B. Staff Announcements

C. Summary of City Council Actions

3. 6:00 P.M. OR IMMEDIATELY FOLLOWING WORK SESSION - RECONVENE INTO REGULAR SESSION

4. INVOCATION

5. PLEDGE OF ALLEGIANCE TO THE UNITED STATES AND TEXAS FLAG

6. COMMISSION ANNOUNCEMENTS

7. APPROVAL OF MINUTES

26-1794 Minutes - Approval of the December 1, 2025, Planning and Zoning Commission Meeting Minutes

Attachments:

1. 12-1-25 DRAFT Minutes

26-1795 Minutes - Approval of the January 15, 2026, Planning and Zoning Commission Meeting Minutes

Attachments:

1. 1-15-26 DRAFT Minutes

26-1886 Minutes - Approval of the February 5, 2026, Planning and Zoning Commission Meeting Minutes

Attachments:

1. 2-5-26 DRAFT Minutes

8. CITIZEN COMMENTS

Citizens wishing to address the Commission on non-public hearing agenda items and items not on the agenda may do so at this time. Once the business portion of the meeting begins, only comments related to public hearings will be heard. All comments are limited to five (5) minutes.

9. OTHER BUSINESS

26-1919 Approval of Amendments to the Planning and Zoning Commission Rules of Procedure

Presenters: Clayton Comstock, Executive Director of Planning and Development

Attachments:

1. 2026 Rules of Procedure Update (clean)
2. 2026 Rules of Procedure Draft Update

10. PUBLIC HEARINGS

25-1725 Public Hearing on a Request Submitted by Triangle Engineering for a Specific Use Permit to Allow a Car Wash at 1561 E Broad Street, Located on 2.6 acres and Situated in the Henry Odele Survey Abstract No. 1196 Tract 4. (SUP25-004)

Presenters: Katasha Smithers, Planning Manager - Current Planning

Attachments:

1. Maps and Supporting Information
2. Exhibit A - Legal Description
3. Exhibit B - Site Plan, Elevations, and Landscape Plan
4. Exhibit C - Development Review Committee Comments
5. Exhibit D - Letters/Speaker Cards
6. Land Use Saturation Map: Car Wash

11. ADJOURN

CERTIFICATION

I certify that the above agenda was posted on the bulletin board next to the main entrance of City Hall on February 13, 2026, prior to 5:00 p.m. in accordance with Chapter 551 of the Texas Government Code.

Clarissa Carrasco, Planning Technician

This building is wheelchair accessible. Disabled parking spaces are available. Request for sign interpreter services must be made 48 hours ahead of meeting to make arrangements. Call 817 473-0211 or TDD 1-800-RELAY TX, 1-800-735-2989.

In deciding a zoning change application, the Planning & Zoning Commission and City Council are required to determine the highest and best use of the property in question. The Commission may recommend and the Council may approve a change in zoning to the category or district requested by the applicant or to any zoning category or district of lesser intensity. Notice is presumed sufficient for every District up to the intensity set forth in the zoning change application.



**City of Mansfield
Staff Report**

Item ID: 26-1794

Agenda Date: February 19, 2026

Title

Minutes - Approval of the December 1, 2025, Planning and Zoning Commission Meeting
Minutes

Description/History

Meeting minutes from the December 1, 2025, Planning and Zoning Commission meeting.

Strategic Initiative

N/A

Recommendation

Staff recommends approval of the meeting minutes as presented.

Funding Source

N/A

Prepared By

Clarissa Carrasco, Planning Technician - (817) 276-4229



**Planning and Zoning Commission - Regular Meeting Minutes
December 1, 2025 - 6:00 PM
Draft**

Council Chambers
1200 E. Broad St., Mansfield, TX 76063

1. CALL MEETING TO ORDER

Chair Mainer called the meeting to order at 5:32 p.m. in the Multipurpose Room of City Hall, 1200 East Broad Street, with the meeting being open to the public and notice of said meeting, giving the date, place, and subject thereof, having been posted as prescribed by Chapter 551, Texas Government Code.

Present: Blake Axen, David Godin, Michael Mainer, Patrick Moses, Ehi Lambert-Aikhionbare, Danielle Walker, Eric Rozak

2. WORK SESSION - 5:30 P.M.

- A.** Presentation by Staff on Items from the Regular Planning and Zoning Commission Meeting
 - B.** Staff Announcements
 - C.** Summary of City Council Actions
 - D.** Introduction of Amendments to the Planning and Zoning Commission Rules of Procedure
- Staff spoke on the work session items.

3. 6:00 P.M. OR IMMEDIATELY FOLLOWING WORK SESSION - RECONVENE INTO REGULAR SESSION

Chair Mainer called the regular session to order at 6:39 p.m.

4. INVOCATION

Commissioner Godin gave the invocation.

5. PLEDGE OF ALLEGIANCE TO THE UNITED STATES AND TEXAS FLAG

6. COMMISSION ANNOUNCEMENTS

Vice Chair Axen mentioned the upcoming Hometown Holidays celebrations taking place throughout the city.

Commissioner Lambert-Aikhionbare wished everyone happy holidays.

Commissioner Moses also wished everyone happy holidays.

7. APPROVAL OF MINUTES

25-1614 Minutes - Approval of the November 3, 2025, Planning and Zoning Commission Meeting Minutes

Attachments:

1. 11-3-25 DRAFT Minutes

A motion was made by Vice Chair Axen to approve the item. Seconded by Commissioner Godin. The motion PASSED by the following vote:

Aye: 7 Blake Axen, David Godin, Michael Mainer, Patrick Moses, Ehi Lambert-Aikhionbare, Danielle Walker, Eric Rozak

Nay: 0 None

Abstain: 0 None

8. CITIZEN COMMENTS

Citizens wishing to address the Commission on non-public hearing agenda items and items not on the agenda may do so at this time. Once the business portion of the meeting begins, only comments related to public hearings will be heard. All comments are limited to five (5) minutes.

There were no citizen comments.

9. PUBLIC HEARINGS

25-1615 Preliminary Plat of Bonner Farm House Addition on 3.5 Acres Located at 1709 and 1750 Bonner Drive (SD#25-057)

Presenters: Katasha Smithers, Planning Manager - Current Planning

Attachments:

1. Location Map
2. Preliminary Plat
3. Written Conditions of Approval

Katasha Smithers, Planning Manager - Current Planning, gave a presentation on the case and was available to answer any questions.

Afam Nwangwu, applicant, spoke on the case and was available to answer any questions.

Chair Mainer opened the public hearing at 6:52 p.m. and called for anyone wishing to speak to come forward.

Seeing no one come forward to speak, Chair Mainer closed the public hearing at 6:52 p.m.

A motion was made by Commissioner Moses to approve the preliminary plat subject to the conditions in the Written Statement of Conditions. Seconded by Commissioner Godin. The motion PASSED by the following vote:

Aye: 7 Blake Axen, David Godin, Michael Mainer, Patrick Moses, Ehi Lambert-Aikhionbare, Danielle Walker, Eric Rozak

Nay: 0 None

Abstain: 0 None

25-1632 Replat of Lot 1R, Block 1, MISD 6th Avenue Transportation Addition, being 37.287 acres located at 900 S 6th Avenue (SD#25-059)

Presenters: Katasha Smithers, Planning Manager - Current Planning

Attachments:

1. Location Map
2. Previously Approved Plat SD#06-061
3. Replat

Katasha Smithers, Planning Manager - Current Planning, gave a presentation on the case and was available to answer any questions.

Andrea Taylor, applicant, was available to answer any questions.

Chair Mainer opened the public hearing at 6:55 p.m. and called for anyone wishing to speak to come forward.

Seeing no one come forward to speak, Chair Mainer closed the public hearing at 6:55 p.m.

A motion was made by Commissioner Lambert-Aikhionbare to approve the replat as presented. Seconded by Commissioner Moses. The motion PASSED by the following vote:

Aye: 7 Blake Axen, David Godin, Michael Mainer, Patrick Moses, Ehi Lambert-Aikhionbare, Danielle Walker, Eric Rozak

Nay: 0 None

Abstain: 0 None

25-1616 Replat of Lots 8R1 and 8R2, Block 1, The Village Off Broadway on 2.6 acres Located at 3170 E Broad Street (SD#25-065)

Presenters: Katasha Smithers, Planning Manager - Current Planning

Attachments:

1. Location Map
2. Replat
3. Written Conditions of Approval
4. Previously Approved Plat SD#23-031

Katasha Smithers, Planning Manager - Current Planning, gave a presentation on the case and was available to answer any questions.

Chair Mainer opened the public hearing at 6:57 p.m. and called for anyone wishing to speak to come forward.

Seeing no one come forward to speak, Chair Mainer closed the public hearing at 6:57 p.m.

A motion was made by Vice Chair Axen to approve the replant subject to the conditions in the Written Statement of Conditions. Seconded by Commissioner Rozak. The motion PASSED by the following vote:

Aye: 7 Blake Axen, David Godin, Michael Mainer, Patrick Moses, Ehi Lambert-Aikhionbare, Danielle Walker, Eric Rozak

Nay: 0 None

Abstain: 0 None

25-1622 Final Plat of Lot 2 and Lot 3, Block 2, The Village at South Pointe on 10 acres and addressed as 1415 S U.S. HWY 287 (SD#24-034)

Presenters: Katasha Smithers, Planning Manager - Current Planning

Attachments:

1. Location Map
2. Final Plat
3. Written Statement of Conditions
4. Approved Preliminary Plat

Katasha Smithers, Planning Manager - Current Planning, gave a presentation on the case and was available to answer any questions.

Chair Mainer opened the public hearing at 6:59 p.m. and called for anyone wishing to speak to come forward.

Seeing no one come forward to speak, Chair Mainer closed the public hearing at 6:59 p.m.

A motion was made by Commissioner Moses to approve the final plat subject to the conditions in the Written Statement of Conditions. Seconded by Commissioner Lambert-Aikhionbare. The motion PASSED by the following vote:

Aye: 7 Blake Axen, David Godin, Michael Mainer, Patrick Moses, Ehi Lambert-Aikhionbare, Danielle Walker, Eric Rozak

Nay: 0 None

Abstain: 0 None

25-1617 Final Plat of Lot 1 and Lot 3, Block 1, Heritage Park on 4 acres and addressed as 700 S U.S. HWY 287 (SD#25-066)

Presenters: Katasha Smithers, Planning Manager - Current Planning

Attachments:

1. Location Map
2. Final Plat
3. Written Statement of Conditions
4. Approved Preliminary Plat

Katasha Smithers, Planning Manager - Current Planning, gave a presentation on the case and was available to answer any questions.

Chair Mainer opened the public hearing at 7:00 p.m. and called for anyone wishing to speak to come forward.

Seeing no one come forward to speak, Chair Mainer closed the public hearing at 7:00 p.m.

A motion was made by Commissioner Godin to approve the final plat subject to the conditions in the Written Statement of Conditions. Seconded by Commissioner Rozak. The motion PASSED by the following vote:

Aye: 7 Blake Axen, David Godin, Michael Mainer, Patrick Moses, Ehi Lambert-Aikhionbare, Danielle Walker, Eric Rozak

Nay: 0 None
Abstain: 0 None

Clayton Comstock, Executive Director of Planning and Development Services, spoke on the approval process for plats.

- 25-1618 Public Hearing and consideration of a request from Goodwill for a Specific Use Permit for a used merchandise store at 989 N. Walnut Creek Drive, situated on approximately 5.8 acres within Lot 2, Block 1, Walnut Creek Village Addition. (SUP#25-003)
Presenters: Katasha Smithers, Planning Manager - Current Planning
Attachments:
1. Maps and Supporting Information
2. Exhibit A and B - Project Narrative and Survey of Drop-off Area

Katasha Smithers, Planning Manager - Current Planning, gave a presentation on the case and was available to answer any questions.

Jeffrey Marchese, applicant, gave a presentation on the case and was available to answer any questions.

Caitlin Brian, applicant representative, was available to answer any questions.

Chair Mainer opened the public hearing at 7:29 p.m. and called for anyone wishing to speak to come forward.

Nick Ibarra, applicant representative, answered some of the commission's questions.

Seeing no one else come forward to speak, Chair Mainer closed the public hearing at 7:33 p.m.

A motion was made by Vice Chair Axen to approve the specific use permit with a condition to amend the proposed security measures at the rear of the property. Seconded by Commissioner Moses. The motion PASSED by the following vote:

Aye: 6 Blake Axen, David Godin, Michael Mainer, Patrick Moses, Ehi Lambert-Aikhionbare, Danielle Walker
Nay: 1 Eric Rozak
Abstain: 0 None

- 25-1619 Public Hearing and consideration of a request from Mansfield Mission Center for a Specific Use Permit for a used merchandise store at 901 W. Broad St, situated on 2.539 acres within Lot 1R-1, Block 1, The Caring Place Addition. (SUP25-005)
Presenters: Arty Wheaton-Rodriguez, Assistant Director of Planning
Attachments:
1. Maps and Supporting Information
2. Exhibits A-D

Arty Wheaton-Rodriguez, Assistant Director of Planning, gave a presentation on the case and was available to answer any questions.

Brian McFadden, applicant, gave a presentation on the case and was available to answer any questions.

Gina McLean, applicant representative, was available to answer any questions.

Chair Mainer recused himself from this case. Vice Chair Axen took over the facilitation of the hearing.

Vice Chair Axen opened the public hearing at 7:47 p.m. and called for anyone wishing to speak to come forward.

Seeing no one else come forward to speak, Vice Chair Axen closed the public hearing at 7:47 p.m.

A motion was made by Commissioner Moses to approve the specific use permit as presented. Seconded by Commissioner Rozak. The motion PASSED by the following vote:

Aye: 6	Blake Axen, David Godin, Patrick Moses, Ehi Lambert-Aikhionbare, Danielle Walker, Eric Rozak
Nay: 0	None
Abstain: 1	Michael Mainer

Chair Mainer called for a break at 7:48 p.m.

Chair Mainer reconvened the meeting into regular business session at 7:52 p.m.

25-1514 Continuation of Public Hearing and Consideration of a request by Open Studio Architecture PLLC, for a Zoning Change from C-2 Community Business District to PD, Planned Development District, being 5.866 acres located within T.O. Harris Survey, Abstract No.645 and addressed as 2445 FM 157 (ZC25-002)
Presenters: Arty Wheaton-Rodriguez, Assistant Director of Planning
Attachments:
1. Maps and Supporting Information
2. Exhibit A - Legal Description
3. Exhibit B - Planned Development Standards
4. Exhibit C - Site Plan & Building Elevations

Commissioner Rozak signed a Conflict of Interest Affidavit with the City Secretary and recused himself from this case.

Arty Wheaton-Rodriguez, Assistant Director of Planning, gave a presentation on the case and was available to answer any questions.

David McClelland, applicant, gave a presentation on the case and was available to answer any questions.

Chair Mainer opened the public hearing at 8:30 p.m. and called for anyone wishing to speak to come forward.

David Horn, 3407 Heathcliff Drive, non-speaker, opposed the zoning case.

Kendra Holmes, 3412 Heathcliff Drive, spoke in opposition.

Chris Haga, 3406 Heathcliff Drive, spoke in opposition.

Aaron Tress, 102 Stanbury Street, spoke in opposition.

Betty Villegas, 8 Essex Court, spoke in opposition.

Nate Norton, 3504 Heathcliff Drive, spoke in opposition.

Chair Mainer read off the names of those who filled out a speaker card in opposition of the case, but did not wish to speak:

Wausheen Mayes, 109 Londonderry Lane.

Katrena Mayes, 109 Londonderry Lane.

Anthony Parnell, 306 Londonderry Lane.

Matthew Leon, 111 Londonderry Lane.

John Leon, 111 Londonderry Lane.

Jeanette Heffington, 101 Herrington Drive.

Ronnie Heffington, 101 Herrington Drive.

Benjamin Kame, 3404 Heathcliff Drive.

Robert Harper, 103 Londonderry Lane.

Jose Piantini, 3310 York Drive.

Chair Mainer also read off the names from emails in opposition of the case:

Tomi Ross, 115 Herrington Drive.

Lee and Chrystal Miller, 6 Essex Court.

Jeffrey Ross, 115 Herrington Drive.

Nate Norton, 3504 Heathcliff Drive.

Seeing no one else come forward to speak, Chair Mainer closed the public hearing at 8:49 p.m.

A motion was made by Commissioner Lambert-Aikhionbare to approve the item with the condition that at least 25 percent of the commercial to have received a Certificate of

Occupancy prior to issuance of building permits for the residential. Seconded by Vice Chair Axen. The motion PASSED by the following vote:

Aye: 4 Blake Axen, Michael Mainer, Patrick Moses, Ehi Lambert-Aikhionbare

Nay: 2 David Godin, Danielle Walker

Abstain: 1 Eric Rozak

10. ADJOURN

Chair Mainer adjourned the meeting at 9:06 p.m.

Michael Mainer, Chair

ATTEST:

Clarissa Carrasco, Planning Technician



**City of Mansfield
Staff Report**

Item ID: 26-1795

Agenda Date: February 19, 2026

Title

Minutes - Approval of the January 15, 2026, Planning and Zoning Commission Meeting Minutes

Description/History

Meeting minutes from the January 15, 2026, Planning and Zoning Commission meeting.

Strategic Initiative

N/A

Recommendation

Staff recommends approval of the meeting minutes as presented.

Funding Source

N/A

Prepared By

Clarissa Carrasco, Planning Technician - (817) 276-4229



Planning and Zoning Commission - Regular Meeting Minutes
January 15, 2026 - 5:30 PM
Draft

Council Chambers
1200 E. Broad St., Mansfield, TX 76063

1. CALL MEETING TO ORDER

Chair Mainer called the meeting to order at 5:30 p.m. in the Multipurpose Room of City Hall, 1200 East Broad Street, with the meeting being open to the public and notice of said meeting, giving the date, place, and subject thereof, having been posted as prescribed by Chapter 551, Texas Government Code.

Present: Blake Axen, David Godin, Michael Mainer, Patrick Moses, Ehi Lambert-Aikhionbare, Danielle Walker, Eric Rozak

2. WORK SESSION - 5:30 P.M.

- A.** Presentation by Staff on Items from the Regular Planning and Zoning Commission Meeting
- B.** Staff Announcements
- C.** Summary of City Council Actions
- D.** Discuss Amendments to the Planning and Zoning Commission Rules of Procedure

Staff spoke on the work session items.

3. 6:00 P.M. OR IMMEDIATELY FOLLOWING WORK SESSION - RECONVENE INTO REGULAR SESSION

Chair Mainer called the regular session to order at 6:17 p.m.

4. INVOCATION

Chair Mainer gave the invocation.

5. PLEDGE OF ALLEGIANCE TO THE UNITED STATES AND TEXAS FLAG

6. CITIZEN COMMENTS

Citizens wishing to address the Commission on non-public hearing agenda items and items not on the agenda may do so at this time. Once the business portion of the meeting begins, only comments related to public hearings will be heard. All comments are limited to five (5) minutes.

There were no citizen comments.

7. COMMISSION ANNOUNCEMENTS

Vice Chair Axen welcomed the new year and mentioned the development taking place within the city.

Chair Mainer made the public aware that city hall would be closed on Monday, January 19, 2026, in observance of Martin Luther King Jr. Day.

8. PUBLIC HEARINGS

25-1725 Public Hearing on a Request Submitted by Triangle Engineering for a Specific Use Permit to Allow a Car Wash at 1561 E Broad Street, Located on 2.6 acres and Situated in the Henry Odele Survey Abstract No. 1196 Tract 4. (SUP25-004) APPLICANT HAS REQUESTED TO CONTINUE PUBLIC HEARING TO FEBRUARY 19, 2026.

Presenters: Katasha Smithers, Planning Manager - Current Planning

Attachments:

1. Maps and Supporting Information

Arty Wheaton-Rodriguez, Assistant Director of Planning, gave a presentation on the case, noted the applicant's request to continue the case hearing to Thursday, February 19, 2026, and was available to answer any questions.

Chair Mainer opened the public hearing at 6:21 p.m. and called for anyone wishing to speak to come forward.

Andrew Yeoh, applicant, spoke on the case and was available to answer any questions.

Mike Buth, applicant representative, spoke on the case and was available to answer any questions.

Greg Guerin, applicant representative, spoke on the case and was available to answer any questions.

Arun Patel, 1560 East Broad Street, spoke in opposition.

Chair Mainer read the names of those who have sent in letters of opposition.

David Vanhook, 1560 East Broad Street, sent a letter in opposition.

Ashok Patel, 1560 East Broad Street, sent a letter in opposition.

Cristy Riviera, who did not provide an address, sent a letter in opposition.

Stephanie Monreal, who did not provide an address, sent a letter in opposition.

Arty mentioned that the letters will be maintained for the next hearing.

Seeing no one else come forward to speak, Chair Mainer closed the public hearing at 6:27 p.m.

A motion was made by Commissioner Godin to approve the applicant's request to continue the hearing to February 19, 2026. Seconded by Vice Chair Axen. The motion

carried by the following vote:

Aye: 7 Blake Axen, David Godin, Michael Mainer, Patrick Moses, Ehi Lambert-Aikhionbare, Danielle Walker, Eric Rozak

Nay: 0 None

Abstain: 0 None

9. ADJOURN

Chair Mainer adjourned the meeting at 6:29 p.m.

Michael Mainer, Chair

ATTEST:

Clarissa Carrasco, Planning Technician



**City of Mansfield
Staff Report**

Item ID: 26-1886

Agenda Date: February 19, 2026

Title

Minutes - Approval of the February 5, 2026, Planning and Zoning Commission Meeting Minutes

Description/History

Meeting minutes from the February 5, 2026, Planning and Zoning Commission meeting.

Strategic Initiative

N/A

Recommendation

Staff recommends approval of the meeting minutes as presented.

Funding Source

N/A

Prepared By

Clarissa Carrasco, Planning Technician - (817) 276-4229



**Planning and Zoning Commission - Special Meeting Minutes
February 5, 2026 - 5:30 PM
Draft**

The Grandview at Sellmark
2201 Heritage Parkway, Suite 107, Mansfield, TX 76063

JOINT MEETING WITH THE CITY COUNCIL, MANSFIELD ECONOMIC DEVELOPMENT CORPORATION, AND MANSFIELD PARK FACILITIES DEVELOPMENT CORPORATION

1. CALL MEETING TO ORDER

Chair Mainer called the meeting to order at 5:30 PM.

Present: David Godin, Michael Mainer, Patrick Moses, Ehi Lambert-Aikhionbare, Danielle Walker, Eric Rozak

Absent: Blake Axen

2. INVOCATION

Council Member Bounds gave the Invocation.

3. PLEDGE OF ALLEGIANCE

4. TEXAS PLEDGE

5. CITIZEN COMMENTS

Citizens wishing to address the Planning and Zoning Commission on agenda items and items not on the agenda may do so at this time. Due to regulations of the Texas Open Meetings Act, please do not expect a response from the Planning and Zoning Commission as they are not able to do so. THIS WILL BE YOUR ONLY OPPORTUNITY TO SPEAK. All comments are limited to five (5) minutes. In order to be recognized during Citizen Comments, please complete a comment card located at the entrance of the room. Please present the card to the City Secretary by 5:20 p.m., ten minutes before the start of the 5:30 p.m. meeting.

Joan Cain, 1942 Newt Patterson Road - Ms. Cain complimented the City Council, Mansfield Park Facilities Development Corporation, and city staff on the inclusive updates made to Katherine Rose Memorial Park. Ms. Cain also remarked on the Enabling Movement Foundation she cofounded and their desire to assist in future endeavors to support further inclusivity.

Kevin Robedee, 1209 Rosa Lane - Dr. Robedee spoke on the infrastructure and traffic surrounding the new Costco development.

6. OPENING REMARKS

City Manager Joe Smolinski made opening remarks and spoke on the meeting's agenda, the City's updated vision and mission statements, and recognized Jason Moore, Executive Director

of Economic Development, for his service to the City.

7. MAYOR AND COUNCIL DISCUSSION OF COLLECTIVE VISION FOR BOARDS AND COMMISSIONS

There was no discussion.

8. SPOTLIGHT ON PLANNING AND ZONING COMMISSION

Presentation from Urban3 Regarding Fiscal Sustainability and Land Use Planning

Joe Minicozzi, founder and principal of Urban3, gave the presentation.

Presentation and Discussion Regarding the Active Transportation and Safety Plan

Monica Lucia, Transportation Planning Associate at Kimley-Horn, presented the Active Transportation and Safety Plan.

Presentation and Discussion Regarding the Mansfield 2040 Comprehensive Plan

Clayton Comstock, Executive Director of Planning and Development, spoke on the Mansfield 2040 public dashboard, development process improvements, Tyler Enterprise Permitting and Licensing implementation, the Development Review Committee Process Sub-Committee work-to-date, core process direction, and upcoming code updates and projects.

Mayor Evans recessed the meeting into a break at 7:08 p.m. and reconvened the meeting at 7:16 p.m.

9. SPOTLIGHT ON MANSFIELD ECONOMIC DEVELOPMENT CORPORATION

Presentation and Discussion Regarding the Strategic Plan

Jason Moore, Assistant Director of Economic Development Rachel Bagley, Business Retention and Expansion Manager Natalie Phelps, and Economic Development Specialist II Alexis Orosco spoke on the Mansfield Economic Development Corporation strategy and goals.

Presentation Regarding Current Projects

Jason spoke on the Staybolt Street development, Rachel spoke on communications, the Economic Development Corporation website, the Linq, and Historic Downtown, Natalie spoke on business expansion and retention strategies, and Alexis spoke on economic development data analytics.

10. SPOTLIGHT ON MANSFIELD PARK FACILITIES DEVELOPMENT CORPORATION

Presentation and Discussion Regarding the Master Plan

Matt Young, Executive Director of Community Services, spoke on the Master Plan five-year update which included key outcomes, improving park distribution throughout the City, the trail master plan, action items, projects, the park impact report, the economic impact of parks, park usage trends, and community bonds.

Presentation Regarding Current Projects

Matt spoke on capital projects recently completed including Katherine Rose Memorial Park, Mans Best Field Dog Park, and Moody Park. Matt also spoke on capital projects currently under construction and upcoming capital projects.

11. CLOSING REMARKS

Joe Smolinski gave closing remarks.

12. ADJOURN

Chair Mainer adjourned the meeting at 8:12 p.m.

Michael Mainer, Chair

ATTEST:

Clarissa Carrasco, Planning Technician



**City of Mansfield
Staff Report**

Item ID: 26-1919

Agenda Date: February 19, 2026

Title

Approval of Amendments to the Planning and Zoning Commission Rules of Procedure

Description/History

Amendments to the Planning and Zoning Commission Rules of Procedure are being considered to provide rules, procedure, and order of business for the Planning and Zoning Commission and to provide the citizens of the City a reasonable opportunity to be heard at any meeting regarding any matter under consideration.

These Rules should not be construed to discriminate against any person or group, nor as a content-based restriction on free speech; rather, these Rules present reasonable time, place, and manner restrictions regarding public discourse in order to provide the appropriate structure, process, and decorum for meetings of the Planning and Zoning Commission, to advance the City Council's strategic goals, policies, and objectives, and to facilitate matters of official City business, while promoting transparency, public participation and engagement, informed decision-making, and efficiency.

Strategic Initiative

N/A

Recommendation

As required, these Rules were introduced and presented during the Planning and Zoning Commission Worksession held on January 15, 2026. If the Commission agrees with these amendments, a motion for approval is appropriate to adopt the Planning and Zoning Commission Rules of Procedure.

Funding Source

Prepared By

Arty Wheaton-Rodriguez, Assistant Director of Planning - (817) 276-4245

CITY OF MANSFIELD

PLANNING AND ZONING COMMISSION

RULES OF PROCEDURE

These Rules of Procedure are adopted pursuant to the City of Mansfield Home Rule Charter to provide rules, procedure, and order of business for the Planning and Zoning Commission and to provide the citizens of the City a reasonable opportunity to be heard at any meeting regarding any matter under consideration.

These Rules shall not be construed to discriminate against any person or group, nor as a content-based restriction on free speech; rather, these Rules present reasonable time, place, and manner restrictions regarding public discourse in order to provide the appropriate structure, process, and decorum for meetings of the Planning and Zoning Commission, to advance the City Council's strategic goals, policies, and objectives, and to facilitate matters of official City business, while promoting transparency, public participation and engagement, informed decision making, and efficiency.

ARTICLE 1: MEETINGS, RULES OF PROCEDURE, AND ATTENDANCE

Rule 1.1 Regular meetings. Regular meetings of the Planning and Zoning Commission ("Commission") will generally be held on the first and third Thursday of each month, beginning at 6:00 p.m. Public notice of all regular meetings of the Commission must be given as required by the Texas Government Code Chapter 551, as amended ("Texas Open Meetings Act").

Rule 1.2 Special meetings. Special meetings of the Commission may be held on such dates and at such times as called by the Chair, a majority of the Commission, or the Planning Director. Public notice of all special meetings of the Commission must be given as required by the Texas Open Meetings Act.

Rule 1.3 Work sessions. The Commission may hold work sessions in conjunction with the regularly scheduled meetings. Additional Commission work sessions may be held at such other times as may be necessary or beneficial. Public notice of all Commission work sessions must be given as required by the Texas Open Meetings Act.

Rule 1.4 Joint meetings. The Commission may hold joint meetings with the City Council or other boards, commissions or task forces in addition to their other meetings. Public notice of all joint meetings must be given as required by the Texas Open Meetings Act.

Rule 1.5 Location of meetings and work sessions. All regular meetings, special meetings, and joint meetings of the Commission shall be held at the Mansfield City Council Chamber but may be held in other locations as needed or in the case of irresolvable scheduling conflicts. Work sessions will be held in the Mansfield City Hall Multipurpose Room but may be held in other locations as needed or in the case of irresolvable scheduling conflicts.

Rule 1.6 Meeting minutes. The Commission shall keep minutes of its proceedings showing the vote of each member upon each question or if absent or failing to vote. Staff shall deliver to the City Secretary all minutes of regular meetings, special meetings, joint meetings, and work sessions, following their approval by the Commission.

Rule 1.7 Commission reports. The Chair of the Commission or their designee shall report to the City Council on the activities of the Commission at such time as may be directed by the City Council.

Rule 1.8 Policy directives. The City Council is responsible for the establishment of City policies. The Commission is cognizant of the City Council's primary responsibility to establish, approve, disapprove, or modify the City's policies. The Commission shall ensure that any policy directive initiated by the Commission is reported to and approved by the City Council before issuance of any such policy directive.

Rule 1.9 Members. The Commission consists of seven regular members appointed by City Council in accordance with the Mansfield City Charter.

Rule 1.10 Attendance. Attendance shall be taken and noted by the Chair at the beginning of all meetings. A member is expected to attend a minimum of eighty percent (80%) of all regularly scheduled Commission's meetings from October 1 through September 30. Attendance shall be reported to the Commission quarterly.

Rule 1.11 Holdover. Unless disqualified or otherwise ineligible for service, each Commissioner shall continue to serve until their successor is appointed.

ARTICLE 2: AGENDA

Rule 2.1 Preparation of the agenda. The Planning Director or their designee is responsible for preparing or ensuring the preparation of the Agenda for each meeting or work session.

Rule 2.2 Agenda categories for Commission meetings. For each Commission meeting, the agenda may contain any of the following categories:

- a. Call to Order
- b. Work Session Topics
- c. Invocation
- d. Pledge of Allegiance
- e. Public Comments
- f. Commissioner Announcements
- g. Approval of minutes
- h. Consent Agenda
- i. Public Hearings

- j. Regular Agenda Items
- k. Adjournment

The categories listed above are demonstrative and are not meant or intended to be exclusive.

Rule 2.3 Work session agenda. Work session meetings shall be held prior to the regular Commission meeting and shall be conducted in public pursuant to a posted agenda. The purpose of the Work Session is to:

- (a) provide a forum for discussion and feedback to staff on city-initiated planning- and development-related projects and code amendments. In such cases, the Commission shall be free to fully discuss the item, to question each other and to question the staff, to inquire into reasons for recommendations, and to inquire as to the opinion of other Commissioners. Each Commissioner shall be entitled to state their position on such items. This engaging dialogue provides staff with proper direction on how to proceed.
- (b) receive an overview by staff of development applications to be considered on the Regular Agenda Items portion of the agenda. In such cases, The Commission shall be free to question the staff on issues pertaining to the case and inquire into reasons for recommendations. The Commission is encouraged to withhold their position on such items, as the Commission will not have heard from the applicant nor the public on the matter. This dialogue orients the Commission to the properties and requests being considered and prepares the applicant and staff for questions that may be raised in the Regular Agenda Items portion of the agenda.

Except for Amendments to the Rules of Procedure and the Election of Officers, the Commission shall not vote or take any action on an item on the work session agenda.

Work sessions are open to the public; but discussions are meant for the Commission and City of Mansfield staff only. Guest speakers, applicants, and others may speak at the invitation of the Commission and/or staff.

Rule 2.4 Placing items on a meeting agenda. The Planning Director shall place a standing item on the work session meeting agenda to allow the Commission members to bring forward items they wish to discuss at a future meeting. In accordance with the Texas Open Meetings Act, any discussion shall be limited to a proposal to place the item on a future agenda. If the item is to be placed on a future agenda, the Commission, with the support of three (3) Commissioners, may direct the Planning Director to place the item on a future work session agenda or a regular meeting agenda of the Commission. The Commission shall not vote or take any action on the item during the meeting that an item is proposed for a future agenda. Any Commission member may request informational reports from city staff be placed on a future agenda to be provided during the work session meeting. Discussion topics should be germane to the role and function of the Commission.

Rule 2.5 Consent agenda. Any item on the Consent Agenda shall be removed at the request of a single Member. A request for removal from the Consent Agenda may be made (a) in writing directed to the Chair and distributed to the Commission; or (b) verbally during Commission's discussion and action on the Consent Agenda. Any item removed from the Consent Agenda shall be considered as a separate action item at the meeting on which such item appears on the Consent Agenda.

Rule 2.6 Public availability of agenda. The Commission Agenda and a copy of the packet distributed to the Commission shall be made available to the public on the City's website.

Rule 2.7 Description of certain agenda items. For each Agenda item requiring consideration or action by the Commissioners, excluding items on the Executive Session Agenda, the Agenda and supporting materials shall (a) reflect a brief substantive description of the matter for consideration or action, (b) identify the staff resource person(s) responsible for the item, and (c) if appropriate, provide a staff recommendation or proposal for action.

ARTICLE 3: CONDUCT OF MEETINGS

Rule 3.1 Rules of Procedure. Roberts Rules of Order, Newly Revised, shall govern the proceedings of the Commission in all cases unless they conflict with federal or state law, the city Charter, city Code or these rules. The application of Robert's Rules of order may be temporarily modified or suspended by a two-thirds (2/3) vote of all members of the Commission present and voting.

- a. Purpose. Upon approval, these Rules of Procedure, or any amendments thereto, shall become effective. The Commission shall conduct all meetings in accordance with these Rules of Procedure.
- b. Scope of discussions. Pursuant to the Texas Open Meetings Act, Tex. Gov't. Code, Chapter 551, the Commission may not deliberate or take action regarding any matter not posted on the meeting agenda. Commissioners shall confine their discussions concerning a motion or a question to the merits of a motion made and seconded or to a question already presented to them.
- c. Conduct of Commissioners. Commissioners shall show respect and courtesy to, and refrain from making disparaging comments about, fellow Commissioners, the public, and City staff in the conduct of a Commission meeting.
- d. Conflicts of interest. Commissioners shall recuse themselves from any discussion, deliberation, debate, or vote regarding any matter which tends to place their personal interest in conflict with the interest of the City, as pursuant to State law. Any Commissioner so recusing themselves shall briefly state, on the record, the nature of the conflict, and exit the chamber or room during deliberation and action on the matter.

- e. Right of the floor. Any member desiring to speak shall be recognized by the Chair and shall confine their remarks to the subject under discussion or to be discussed. No member shall be allowed to speak more than once on any one subject until every member wishing to speak has spoken.

Rule 3.2 Officers. The Officers of the Commission shall consist of a Chair, Vice Chair, and Secretary. The Officers of the Commission shall be elected on an annual basis by majority vote of the Commission at the first regular scheduled meeting in October or the first meeting thereafter. Terms of office shall be one (1) year. All officers shall be subject to removal from office at any time by a vote of the two-thirds (2/3) majority of the entire Commission after such item has been properly requested to be placed on the agenda. A vacancy in the office of any officer shall be filled by a vote of a majority of the Commission.

Rule 3.3 Powers and duties of the Chair. The Chair shall preside at all meetings of the Commission. The Chair shall have the power to sign and execute all appropriate documents as the Chair of the Commission. The Chair shall have general and active management of the business of the Commission and shall perform all the duties usually incident to the office of the Chair. If the Secretary is unable to attend any meeting, the Chair or Vice Chair may appoint an acting Secretary for purposes of such meeting.

Rule 3.4 Vice Chair. The Vice Chair shall have such powers and duties as may be prescribed by the Commission and shall exercise the powers of the Chair during that officer's absence or inability to act. Any action taken by the Vice Chair in the performance of the duties of the Chair shall be conclusive evidence of the absence or inability to act by the Chair at the time such actions were taken.

Rule 3.5 Secretary. The Secretary shall attest to the minutes of all meetings of the Commission if approved by the Commission. The Secretary may sign with the Chair, or Vice Chair, in the name of the Commission, all appropriate documents, and shall in general perform all the duties incident to the office of Secretary.

Rule 3.6 Applicant discussions. Individual Commissioners should not discuss with any Applicant pending business or applications subject to the Commission's regulation or authority except within the confines of properly posted and noticed meetings.

Rule 3.7 Applicant presentation. Except for the Consent Agenda, the Applicant, or their agent, shall make any presentation necessary for a public hearing or before consideration of a possible action item. Unless modified by the Commission, such presentation shall precede any presentation made by City staff. If the Applicant or their agent is absent from the meeting and does not appear before the Commission, the Commission may postpone action on the item to next meeting date, unless the Commission is otherwise obligated by law or statute to act on the item.

Digital presentation materials provided by the Applicant must be received by email to the Planning Director or staff no later than 3:00 PM the day of the meeting. Digital presentation materials will not be accepted or presented after such time.

Rule 3.8 Presentation by City staff. Except for the Consent Agenda, City staff shall make any presentation necessary for a public hearing or before consideration of a possible action item. Unless modified by the Commission, such presentation shall follow any presentation made by an applicant.

Rule 3.9 Written presentation by City staff. For each request submitted to the Commission for consideration and action, the following material shall be provided to the Commission: applicant's documents, staff report, maps, other supporting materials, and any written citizen communications received by staff.

Rule 3.10 Public hearings. An applicant or any other member of the public who desires to address the Commission regarding an item posted for public hearing may do so, provided that (a) their presentation is limited to five (5) minutes, (b) they register to speak prior to addressing the Commission; and (c) their comments are confined to the item or subject matter before the Commission.

Group representatives speaking for ten (10) or more individuals present in the Council Chamber may speak for fifteen (15) minutes. Members of the group will not be allowed to comment and will be asked to stand to confirm ten or more individuals are present. The Chair or Recording Secretary must be advised that a group presentation will be made prior to reaching the item on the agenda.

There is a cumulative time limit of thirty (30) minutes for all those speaking in favor of an item and a like limit for those speaking in opposition. Time limits may be extended with a two-thirds majority vote of the Commission. A person may not speak twice to the same item until all people wishing to speak have been recognized. A person will only be allowed to speak a second time when there is new evidence to present.

Once a public hearing is closed there shall be no further public communication on that item without a two-thirds majority vote of the Commissioners present.

The Chair may deny or shorten public communication if it is repetitive of a presentation or communication previously made, disruptive, or disrespectful. The public shall only comment from the podium; any person speaking out from the seating gallery or walkway aisles is out of order and in violation of these Rules. The Chair may recess the meeting until order is restored and any disorderly person is settled or otherwise removed from the meeting.

Public presentations, handouts, and communications to the Commission will not be appended to the meeting minutes, although their presentation during the meeting will be preserved via the archived recording of the meeting. Any Commissioner may read or share written or verbal communications from the public during discussion of the related item.

Rule 3.11 Timekeeper. City Staff shall serve as timekeepers for any public communication made to the Commission. The Recording Secretary or Chair may ask members of the public to end their communication.

Rule 3.12 Voting Procedures. The minutes shall reflect the votes made by the Commission in open meeting. All votes shall be made by electronic tabulation, voice vote, or show of hands, as directed by the Chair. The Chair shall audibly state the name of the moving party, the name of the seconder, and the result of each vote before the next agenda item is called.

- (a) General. The Chair or presiding officer may make or second motions, and shall vote on all matters before the Commission, unless otherwise prohibited by law. Each member shall be entitled to cast one vote each. Proxy votes are not permitted.
- (b) Questions to contain one subject. All questions submitted for a vote shall contain only one subject. If two or more points are involved, any member may require a division, if the question reasonably admits of a division.
- (c) Majority vote required. An affirmative vote of a majority of all members of the Commission present and voting is required for approval of an item and any Commission recommendation to City Council.
- (d) Tie vote. A tie vote on any motion defeats the motion and shall be recorded as a failure of the action to pass. On matters where the Commission is required to issue a recommendation to the City Council, an affirmative vote of the majority of the Commission members present and voting is necessary for approval of the item. A matter shall not be deemed approved as a result of a tie vote on a motion to deny.
- (e) Voting required. No member shall be excused from voting except on matters involving their own official conduct, or where their financial interests are involved, or unless excused by the Chair for other valid reasons.
- (f) Consent agenda. The Commission may consider a single motion and vote for all items posted on the Consent Agenda, without deliberation or debate. Any Commissioner may request removal of item(s) from consideration on the Consent Agenda, and each item so removed shall then be considered as a separate action item at the meeting on which such item appears on the Consent Agenda.
- (g) Separate action items. Separate action items may be called individually, or collectively with other related items, at the Chair's discretion. Any proposed motion shall clearly state the item(s) or subject matter to which it relates. In the case of a split vote, and if requested by City staff or any Commissioner, each member shall individually announce their vote.

Rule 3.13 Executive Session. The Texas Open Meeting Act allows discussion regarding certain limited matters in closed Executive Session. All Executive Sessions shall be recorded by certified agenda in conformity with the Texas Open Meetings Act. Commissioners may not use or possess personal computing devices, mobile devices, e-messaging, or social media in a closed Executive Session.

All matters discussed in Executive Session are to remain private and confidential. Except as provided by law, no Commissioner, staff member, legal counsel, or agent may discuss or reveal the proceedings of an Executive Session to persons not present during the Executive Session, except that the City Attorney may brief a Commissioner, staff member, legal counsel, or agent that would have been properly present in the Executive Session.

Rule 3.14 Adjournment. The Chair shall declare the meeting adjourned if there is no further business to be conducted.

ARTICLE 4: AMENDMENT OF RULES

Rule 4.1 Amendments. These rules may be amended, or new rules adopted, by a majority vote of all members of the Commission, provided that proposed amendments or new rules shall have been introduced in the record at a prior Commission meeting.

ADOPTED BY THE MANSFIELD PLANNING AND ZONING COMMISSION ON FEBRUARY 19, 2026.

Blake Axen, Vice Chair
Mansfield Planning and Zoning Commission

Michael Mainer, Chair
Mansfield Planning and Zoning Commission

CITY OF MANSFIELD

PLANNING AND ZONING COMMISSION

RULES OF PROCEDURE

These Rules of Procedure are adopted pursuant to the City of Mansfield Home Rule Charter to provide rules, procedure, and order of business for the Planning and Zoning Commission and to provide the citizens of the City a reasonable opportunity to be heard at any meeting regarding any matter under consideration.

These Rules shall not be construed to discriminate against any person or group, nor as a content-based restriction on free speech; rather, these Rules present reasonable time, place, and manner restrictions regarding public discourse in order to provide the appropriate structure, process, and decorum for meetings of the Planning and Zoning Commission, to advance the City Council's strategic goals, policies, and objectives, and to facilitate matters of official City business, while promoting transparency, public participation and engagement, informed decision making, and efficiency.

ARTICLE 1: MEETINGS, RULES OF PROCEDURE, AND ATTENDANCE

Rule 1.1 Regular meetings. Regular meetings of the Planning and Zoning Commission ("Commission") will generally be held on the first and third Thursday of each month, beginning at 6:00 p.m. Public notice of all regular meetings of the Commission must be given as required by the Texas Government Code Chapter 551, as amended ("Texas Open Meetings Act").

Rule 1.2 Special meetings. Special meetings of the Commission may be held on such dates and at such times as called by the Chair, a majority of the Commission, or the Planning Director. Public notice of all special meetings of the Commission must be given as required by the Texas Open Meetings Act.

Rule 1.3 Work sessions. The Commission may hold work sessions in conjunction with the regularly scheduled meetings. Additional Commission work sessions may be held at such other times as may be necessary or beneficial. Public notice of all Commission work sessions must be given as required by the Texas Open Meetings Act.

Rule 1.4 Joint meetings. The Commission may hold joint meetings with the City Council or other boards, commissions or task forces in addition to their other meetings. Public notice of all joint meetings must be given as required by the Texas Open Meetings Act.

Rule 1.5 Location of meetings and work sessions. All regular meetings, special meetings, and joint meetings of the Commission shall be held at the Mansfield City Council Chamber but may be held in other locations as needed or in the case of irresolvable scheduling conflicts. Work sessions will be held in the Mansfield City Hall Multipurpose Room but may be held in other locations as needed or in the case of irresolvable scheduling conflicts.

Rule 1.6 Meeting minutes. The Commission shall keep minutes of its proceedings showing the vote of each member upon each question or if absent or failing to vote. Staff shall deliver to the City Secretary all minutes of regular meetings, special meetings, joint meetings, and work sessions, following their approval by the Commission.

Rule 1.7 Commission reports. The Chair of the Commission or their designee shall report to the City Council on the activities of the Commission at such time as may be directed by the City Council.

Rule 1.8 Policy directives. The City Council is responsible for the establishment of City policies. The Commission is cognizant of the City Council's primary responsibility to establish, approve, disapprove, or modify the City's policies. The Commission shall ensure that any policy directive initiated by the Commission is reported to and approved by the City Council before issuance of any such policy directive.

Rule 1.9 Members. The Commission consists of seven regular members appointed by City Council in accordance with the Mansfield City Charter.

Rule 1.10 Attendance. Attendance shall be taken and noted by the Chair at the beginning of all meetings. A member is expected to attend a minimum of eighty percent (80%) of all regularly scheduled Commission's meetings ~~of the Commission's meetings~~ from October 1 through September 30. Attendance shall be reported to the Commission quarterly.

Rule 1.11 Holdover. Unless disqualified or otherwise ineligible for service, each Commissioner shall continue to serve until their successor is appointed.

ARTICLE 2: AGENDA

Rule 2.1 Preparation of the agenda. The Planning Director or their designee is responsible for preparing or ensuring the preparation of the Agenda for each meeting or work session.

Rule 2.2 Agenda categories for Commission meetings. For each Commission meeting, the agenda may contain any of the following categories:

- a. Call to Order
- b. Work Session Topics
- c. Invocation
- d. Pledge of Allegiance
- e. Public Comments
- f. Commissioner Announcements
- g. Approval of minutes
- h. Consent Agenda
- i. Public Hearings

- j. Regular Agenda Items
- k. Adjournment

The categories listed above are demonstrative and are not meant or intended to be exclusive.

Rule 2.3 Work session agenda. Work session meetings shall be held prior to the regular Commission meeting and shall be conducted in public pursuant to a posted agenda. The purpose of the Work Session is to:

- (a) provide a forum for discussion and feedback to staff on city-initiated planning- and development-related projects and code amendments. In such cases, the Commission shall be free to fully discuss the item, to question each other and to question the staff, to inquire into reasons for recommendations, and to inquire as to the opinion of other Commissioners. Each Commissioner shall be entitled to state their position on such items. This engaging dialogue provides staff with proper direction on how to proceed.
- (b) receive an overview by staff of development applications to be considered on the Regular Agenda Items portion of the agenda. In such cases, The Commission shall be free to question the staff on issues pertaining to the case and inquire into reasons for recommendations. The Commission is encouraged to withhold their position on such items, as the Commission will not have heard from the applicant nor the public on the matter. This dialogue orients the Commission to the properties and requests being considered and prepares the applicant and staff for questions that may be raised in the Regular Agenda Items portion of the agenda.

Except for Amendments to the Rules of Procedure and the Election of Officers, the Commission shall not vote or take any action on an item on the work session agenda.

Work sessions are open to the public; but discussions are meant for the Commission and City of Mansfield staff only. Guest speakers, applicants, and others may speak at the invitation of the Commission and/or staff.

Rule 2.4 Placing items on a meeting agenda. The Planning Director shall place a standing item on the work session meeting agenda to allow the Commission members to bring forward items they wish to discuss at a future meeting. In accordance with the Texas Open Meetings Act, any discussion shall be limited to a proposal to place the item on a future agenda. If the item is to be placed on a future agenda, the Commission, with the support of three (3) Commissioners, may direct the Planning Director to place the item on a future work session agenda or a regular meeting agenda of the Commission. The Commission shall not vote or take any action on the item during the meeting that an item is proposed for a future agenda. Any Commission member may request informational reports from city staff be placed on a future agenda to be provided during the work session meeting. Discussion topics should be germane to the role and function of the Commission.

Rule 2.5 Consent agenda. Any item on the Consent Agenda shall be removed at the request of a single Member. A request for removal from the Consent Agenda may be made (a) in writing directed to the Chair and distributed to the Commission; or (b) verbally during Commission's discussion and action on the Consent Agenda. Any item removed from the Consent Agenda shall be considered as a separate action item at the meeting on which such item appears on the Consent Agenda.

Rule 2.6 Public availability of agenda. The Commission Agenda and a copy of the packet distributed to the Commission shall be made available to the public on the City's website.

Rule 2.7 Description of certain agenda items. For each Agenda item requiring consideration or action by the Commissioners, excluding items on the Executive Session Agenda, the Agenda and supporting materials shall (a) reflect a brief substantive description of the matter for consideration or action, (b) identify the staff resource person(s) responsible for the item, and (c) if appropriate, provide a staff recommendation or proposal for action.

ARTICLE 3: CONDUCT OF MEETINGS

Rule 3.1 Rules of Procedure. Roberts Rules of Order, Newly Revised, shall govern the proceedings of the Commission in all cases unless they conflict with federal or state law, the city Charter, city Code or these rules. The application of Robert's Rules of order may be temporarily modified or suspended by a two-thirds (2/3) vote of all members of the Commission present and voting.

- a. Purpose. Upon approval, these Rules of Procedure, or any amendments thereto, shall become effective. The Commission shall conduct all meetings in accordance with these Rules of Procedure.
- b. Scope of discussions. Pursuant to the Texas Open Meetings Act, Tex. Gov't. Code, Chapter 551, the Commission may not deliberate or take action regarding any matter not posted on the meeting agenda. Commissioners shall confine their discussions concerning a motion or a question to the merits of a motion made and seconded or to a question already presented to them.
- c. Conduct of Commissioners. Commissioners shall show respect and courtesy to, and refrain from making disparaging comments about, fellow Commissioners, the public, and City staff in the conduct of a Commission meeting.
- d. Conflicts of interest. Commissioners shall recuse themselves from any discussion, deliberation, debate, or vote regarding any matter which tends to place their personal interest in conflict with the interest of the City, as pursuant to State law. Any Commissioner so recusing themselves shall briefly state, on the record, the nature of the conflict, and exit the chamber or room during deliberation and action on the matter.

- e. Right of the floor. Any member desiring to speak shall be recognized by the Chair and shall confine their remarks to the subject under discussion or to be discussed. No member shall be allowed to speak more than once on any one subject until every member wishing to speak has spoken.

Rule 3.2 Officers. The Officers of the Commission shall consist of a Chair, Vice Chair, and Secretary. The Officers of the Commission shall be elected on an annual basis by majority vote of the Commission at the first regular scheduled meeting in October or the first meeting thereafter. Terms of office shall be one (1) year. All officers shall be subject to removal from office at any time by a vote of the two-thirds (2/3) majority of the entire Commission after such item has been properly requested to be placed on the agenda. A vacancy in the office of any officer shall be filled by a vote of a majority of the Commission.

Rule 3.3 Powers and duties of the Chair. The Chair shall preside at all meetings of the Commission. The Chair shall have the power to sign and execute all appropriate documents as the Chair of the Commission. The Chair shall have general and active management of the business of the Commission and shall perform all the duties usually incident to the office of the Chair. If the Secretary is unable to attend any meeting, the Chair or Vice Chair may appoint an acting Secretary for purposes of such meeting.

Rule 3.4 Vice Chair. The Vice Chair shall have such powers and duties as may be prescribed by the Commission and shall exercise the powers of the Chair during that officer's absence or inability to act. Any action taken by the Vice Chair in the performance of the duties of the Chair shall be conclusive evidence of the absence or inability to act by the Chair at the time such actions were taken.

Rule 3.5 Secretary. The Secretary shall attest to the minutes of all meetings of the Commission if approved by the Commission. The Secretary may sign with the Chair, or Vice Chair, in the name of the Commission, all appropriate documents, and shall in general perform all the duties incident to the office of Secretary.

Rule 3.6 Applicant discussions. Individual Commissioners should not discuss with any Applicant pending business or applications subject to the Commission's regulation or authority except within the confines of properly posted and noticed meetings.

Rule 3.7 Applicant presentation. Except for the Consent Agenda, the Applicant, or their agent, shall make any presentation necessary for a public hearing or before consideration of a possible action item. Unless modified by the Commission, such presentation shall precede any presentation made by City staff. If the Applicant or their agent is absent from the meeting and does not appear before the Commission, the Commission may postpone action on the item to next meeting date, unless the Commission is otherwise obligated by law or statute to act on the item.

Digital presentation materials provided by the Applicant must be received by email to the Planning Director or staff no later than 3:00 PM the day of the meeting. Digital presentation materials will not be accepted or presented after such time.

Rule 3.8 Presentation by City staff. Except for the Consent Agenda, City staff shall make any presentation necessary for a public hearing or before consideration of a possible action item. Unless modified by the Commission, such presentation shall follow any presentation made by an applicant.

Rule 3.9 Written presentation by City staff. For each request submitted to the Commission for consideration and action, the following material shall be provided to the Commission: applicant's documents, staff report, maps, other supporting materials, and any written citizen communications received by staff.

Rule 3.10 Public hearings. An applicant or any other member of the public who desires to address the Commission regarding an item posted for public hearing may do so, provided that (a) their presentation is limited to five (5) minutes, (b) they register to speak prior to addressing the Commission; and (c) their comments are confined to the item or subject matter before the Commission.

Group representatives speaking for ten (10) or more individuals present in the Council Chamber may speak for fifteen (15) minutes. Members of the group will not be allowed to comment and will be asked to stand to confirm ten or more individuals are present. The Chair or Recording Secretary must be advised that a group presentation will be made prior to reaching the item on the agenda.

There is a cumulative time limit of thirty (30) minutes for all those speaking in favor of an item and a like limit for those speaking in opposition. Time limits may be extended with a two-thirds majority vote of the Commission. A person may not speak twice to the same item until all people wishing to speak have been recognized. A person will only be allowed to speak a second time when there is new evidence to present.

Once a public hearing is closed there shall be no further public communication on that item without a two-thirds majority vote of the Commissioners present.

The Chair may deny or shorten public communication if it is repetitive of a presentation or communication previously made, disruptive, or disrespectful. The public shall only comment from the podium; any person speaking out from the seating gallery or walkway aisles is out of order and in violation of these Rules. The Chair may recess the meeting until order is restored and any disorderly person is settled or otherwise removed from the meeting.

Public presentations, handouts, and communications to the Commission will not be appended to the meeting minutes, although their presentation during the meeting will be preserved via the archived recording of the meeting. Any Commissioner may read or share written or verbal communications from the public during discussion of the related item.

Rule 3.11 Timekeeper. City Staff shall serve as timekeepers for any public communication made to the Commission. The Recording Secretary or Chair may ask members of the public to end their communication.

Rule 3.12 Voting Procedures. The minutes shall reflect the votes made by the Commission in open meeting. All votes shall be made by electronic tabulation, voice vote, or show of hands, as directed by the Chair. The Chair shall audibly state the name of the moving party, the name of the seconder, and the result of each vote before the next agenda item is called.

- (a) General. The Chair or presiding officer may make or second motions, and shall vote on all matters before the Commission, unless otherwise prohibited by law. Each member shall be entitled to cast one vote each. Proxy votes are not permitted.
- (b) Questions to contain one subject. All questions submitted for a vote shall contain only one subject. If two or more points are involved, any member may require a division, if the question reasonably admits of a division.
- (c) Majority vote required. An affirmative vote of a majority of all members of the Commission present and voting is required for approval of an item and any Commission recommendation to City Council.
- (d) Tie vote. A tie vote on any motion defeats the motion and shall be recorded as a failure of the action to pass. On matters where the Commission is required to issue a recommendation to the City Council, an affirmative vote of the majority of the Commission members present and voting is necessary for approval of the item. A matter shall not be deemed approved as a result of a tie vote on a motion to deny.
- (e) Voting required. No member shall be excused from voting except on matters involving their own official conduct, or where their financial interests are involved, or unless excused by the Chair for other valid reasons.
- (f) Consent agenda. The Commission may consider a single motion and vote for all items posted on the Consent Agenda, without deliberation or debate. Any Commissioner may request removal of item(s) from consideration on the Consent Agenda, and each item so removed shall then be considered as a separate action item at the meeting on which such item appears on the Consent Agenda.
- (g) Separate action items. Separate action items may be called individually, or collectively with other related items, at the Chair's discretion. Any proposed motion shall clearly state the item(s) or subject matter to which it relates. In the case of a split vote, and if requested by City staff or any Commissioner, each member shall individually announce their vote.

Rule 3.13 Executive Session. The Texas Open Meeting Act allows discussion regarding certain limited matters in closed Executive Session. All Executive Sessions shall be recorded by certified agenda in conformity with the Texas Open Meetings Act. Commissioners may not use or possess personal computing devices, mobile devices, e-messaging, or social media in a closed Executive Session.

All matters discussed in Executive Session are to remain private and confidential. Except as provided by law, no Commissioner, staff member, legal counsel, or agent may discuss or reveal the proceedings of an Executive Session to persons not present during the Executive Session, except that the City Attorney may brief a Commissioner, staff member, legal counsel, or agent that would have been properly present in the Executive Session.

Rule 3.14 Adjournment. The Chair shall declare the meeting adjourned if there is no further business to be conducted.

ARTICLE 4: AMENDMENT OF RULES

Rule 4.1 Amendments. These rules may be amended, or new rules adopted, by a majority vote of all members of the Commission, provided that proposed amendments or new rules shall have been introduced in the record at a prior Commission meeting.

ADOPTED BY THE MANSFIELD PLANNING AND ZONING COMMISSION ON FEBRUARY 19, 2026.

Michael Mainer, Chair
Mansfield Planning and Zoning Commission

Blake Axen, Vice Chair
Mansfield Planning and Zoning Commission



**City of Mansfield
Staff Report**

Item ID: 25-1725

Agenda Date: February 19, 2026

Title

Public Hearing on a Request Submitted by Triangle Engineering for a Specific Use Permit to Allow a Car Wash at 1561 E Broad Street, Located on 2.6 acres and Situated in the Henry Odele Survey Abstract No. 1196 Tract 4. (SUP25-004)

Description/History

Existing Use: Vacant

Existing Zoning: C-2, Community Business District

Surrounding Land Use & Zoning:

North – Shady Valley Duplexes, 2F, Two Family Residential District
South – Courtesy Stay Inn and Quik Trip, C-2, Community Business District
East – Retail Building, C-2, Community Business District
West – Parkside Apartments and Retail Building, MF-2, Multi-Family Residential District and C-2, Community Business District

Thoroughfare Plan Specification:

East Broad Street – 6-lane divided arterial street.

History:

The Public Hearing for this case was initially scheduled and held on January 15, 2026. At that time, five (5) written letters were submitted along with speaker cards by an individual who addressed the Commission. The materials are included in the meeting packet for the Commission's review and consideration. See Exhibit D.

While the majority of the surrounding area has been developed, the subject property remains one of the few undeveloped parcels along this portion of Broad Street.

Mansfield 2040 Plan

Mansfield 2040 Land Use Designation: Retail & Office

The Retail & Office category is designed to provide shopping, employment, and services for Mansfield residents and visitors. Development should primarily rely on regional thoroughfares but also offer local street and pedestrian access. Higher-density residential uses may be appropriate if they support nearby commercial and office activity. Shared access and utilities are encouraged to minimize impacts on services and traffic. Buildings should face major roads with pedestrian-scale lighting, transparent materials, and landscaping to soften the visual impact. This category should accommodate a variety of scales and services to attract and retail businesses that meet the needs of Mansfield's residents and passersby. In areas near build-out or redevelopment, retrofitting storefronts and parking should be considered to optimize land use.

Previous surveys, along with public feedback, have consistently indicated that auto-related uses are less desirable within the community. The community has expressed a preference for developments that prioritize walkability, accessibility, and a more pedestrian-friendly

environment over car-centric establishments.

Analysis

The Applicant proposes the development of a 5,126-square-foot car wash on a portion of the subject site. The property consists of 2.6 acres and is addressed at 1561 East Broad Street. The site is currently vacant.

The subject property is situated within a developed area characterized by a mix of residential and commercial uses. Residential uses, including the Shady Valley Duplexes and the Parkside Apartments, are located to the north and northwest. Commercial uses surround the remainder of the site, with retail buildings located on the west and east sides of the property. A Courtesy Stay Inn and QuickTrip are located to the south. The proposed car wash would develop on approximately 1.6 acres of the 2.6-acre site, leaving about 1 acre of landlocked area behind the car wash remaining undeveloped.

Site Plan

The proposed site layout places the car wash facility toward the front of the property (along the E Broad St. frontage), featuring a total of 41 parking spaces consisting of 27 vacuum stalls, 13 standard parking spaces and 1 ADA parking space. The proposed site layout positions the shorter side of the building along East Broad Street, with the vacuum bays oriented toward the west side of the property. This site plan layout lacks amenities that might encourage pedestrian engagement, limiting opportunities for an environment that accommodates both foot traffic and vehicle access. With the original submittal, staff provided the applicant with written comments related to the site plan, including methods to provide better circulation and a screened/enclosed facility (see Exhibit C). The applicant resubmitted plans that include an updated site plan and elevations showing a partial screening wall along Broad Street, built to look like a building façade. There are discrepancies between the site plan and landscaping plan concerning the location of this screening element. This will need to be reconciled as the project moves forward.

In addition, the property accesses East Broad Street via a shared, curved driveway. The retail building to the east shares this access and the only east-bound access for the proposed car wash would be through the driveway that is further east. The remaining portion of the property will not be included in the current project, leaving more than one acre available for future development, which poses questions about any future development's additional traffic demand on the limited access.

The Site Plan is shown on Exhibit B.

Building Elevations

The updated car wash design indicates the primary use of brick and stone; however, a detailed material breakdown was not provided. This will need to be provided as the project moves forward. Previous discussions with the Planning and Zoning Commission and City Council have made it apparent that car wash facilities should utilize methods to screen the exterior operations with building walls that architecturally read as building facades on all sides, especially when adjacent to protected uses like residential, schools, or other uses where noise should be mitigated. Staff provided recommendations with examples as seen in Exhibit C.

The Building Elevations are shown on Exhibit B.

Landscape Plan

A 20-foot-wide landscape buffer has been provided along the entire southern lot adjacent to

East Broad Street. Additionally, 10-foot-wide landscape buffers are proposed along the west and east boundaries. As proposed, all surface parking will be screened with continuous plantings and hedges, as required. The project only provides a customer waiting area but does not provide any form of outdoor benches and tables adjacent, therefore not meeting the passive space requirements.

The Landscape Plan is shown on Exhibit B.

Signage

The project is subject to the General Business Sign regulations in Section 155.090 of the Mansfield Zoning Ordinance. These regulations limit signage to one (1) wall sign and one (1) monument sign per street frontage. This project does not provide a sign plan but shows two (2) wall signs on the front and rear of the proposed building, which does not comply with Section 115.090.

Summary

The subject property is situated in the C-2 Community Business District, where a car wash is permitted with the approval of a Specific Use Permit (SUP).

The provisions in Section 155.080 of the Mansfield Zoning Ordinance entitled "Specific Use Permit" states "[a] specific use permit shall be issued only if all of the following conditions have been found:

1. That the specific use permit will be compatible with and not injurious to the use and enjoyment of other property, nor significantly diminish or impair property values within the immediate vicinity;
2. That the establishment of the specific use permit will not impede the normal and orderly development and improvement of surrounding vacant property;
3. That adequate utilities, access roads, drainage and other necessary supporting facilities have been or will be provided;
4. The design, location and arrangement of all driveways and parking spaces provides for the safe and convenient movement of vehicular and pedestrian traffic without adversely affecting the general public or adjacent developments;
5. That adequate nuisance prevention measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration;
6. That directional lighting will be provided so as not to disturb or adversely affect neighboring properties; and
7. That there is sufficient landscaping and screening to insure harmony and compatibility with adjacent property."

Strategic Initiative

Focus on the Future

Recommendation

The Development Review Committee recommends denial of the Specific Use Permit (SUP) request for a car wash. The request does not meet all applicable conditions for approval as outlined in Section 155.080 of the Mansfield Zoning Ordinance, specifically provisions (1), (4), and (5), and is inconsistent with the development strategies outlined in the Mansfield 2040 Plan.

Staff finds that the proposed car wash would not be compatible with the surrounding area and may be injurious to the use and enjoyment of nearby properties, as outlined in provision (1). Multiple existing and approved car wash facilities are located in proximity to the subject site, resulting in a concentration of similar auto-oriented uses. The proposed site is located less than one mile from a recently approved full-service car wash (ZC 25-009) at 1850 Cannon Drive, approximately two miles from an existing full-service car wash at 3201 East Broad Street, and approximately one-third mile from H-E-B's fast-service car wash at 1670 East Broad Street. This concentration contributes to land use saturation and limits opportunities for a broader mix of commercial uses envisioned for this corridor.

Staff also finds that the design, location, and arrangement of access do not provide for the safe and convenient movement of vehicular traffic, as required under provision (4). The site is served by a single shared point of ingress and egress along an existing curved driveway, which creates turning movement conflicts. Access to the site relies on existing median openings approximately 300 feet from US 287 that are shared by high-traffic-volume users. The additional vehicle trips generated by the proposed use are expected to increase queueing and create conflicts with adjacent properties, particularly during peak hours. While development of the site is anticipated, staff recommends a more comprehensive development approach for the property, with uses that generate fewer frequent trips and are more appropriate for the existing access constraints.

In addition, staff has concerns related to nuisance prevention, as outlined in provision (5). The proximity of the proposed outdoor-oriented car wash operations, including dryers and vacuum bays, to existing residential units creates potential noise impacts that may adversely affect nearby properties. While such impacts could potentially be mitigated through alternative siting or enclosure of equipment, the proposal as submitted does not demonstrate adequate nuisance prevention measures.

Staff has evaluated the proposal in relation to the surrounding land use pattern and the City's long-term vision and finds that the request does not align with the Mansfield 2040 Plan. As the City approaches build-out, infill development that supports a diverse mix of commercial services within designated Retail and Office areas is encouraged to promote sustainable and well-integrated development patterns.

For these reasons, staff recommends denial of the Specific Use Permit request, as the proposal does not meet the required standards for approval under the zoning ordinance and is inconsistent with the adopted Mansfield 2040 Plan.

Funding Source

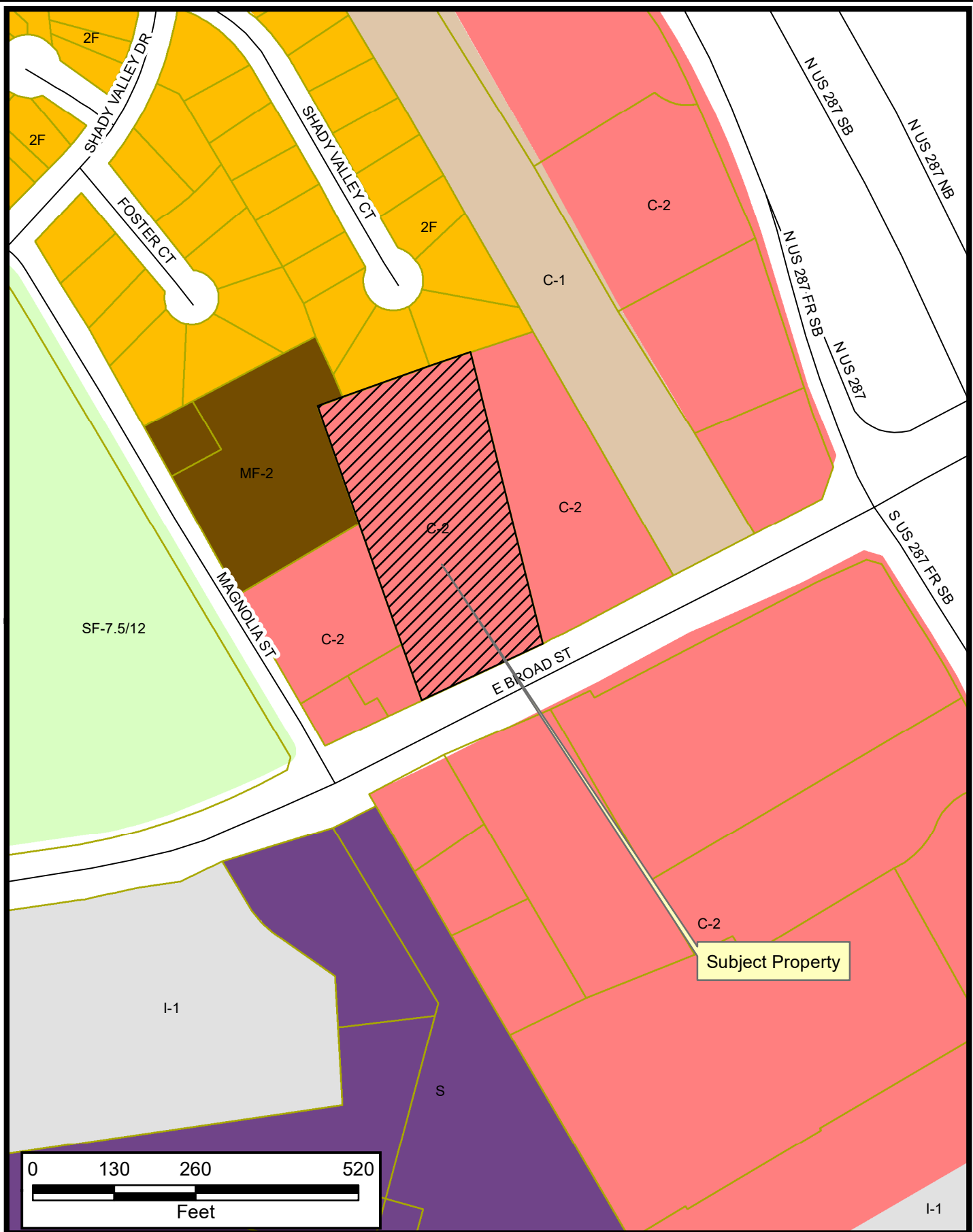
N/A

Prepared By

Helina Okyere, Planner I - (817) 276-4287



SUP#25-004



SUP#25-004

This information is for illustrative purposes only. Not for design or development purposes. Site-specific studies may be required to obtain accurate feature locations. Every effort is made to ensure the information displayed here is accurate; however, the City of Mansfield makes no claims to its accuracy or completeness.

12/1/2025

Property Owner Notification for SUP#25-004

LEGAL DESC 1	LEGAL DESC 2	OWNER NAME	OWNER ADDRESS	CITY	ZIP
HANA ADDITION	BLK 1	HNQP LLC	905 RIVIERA DR	MANSFIELD, TX	76063-3718
HILLCREST ADDITION - MANSFIELD	BLK 47	MANSFIELD PUBLIC FACILITY CORP	1200 E BROAD ST	MANSFIELD, TX	76063
MEYER GREEN BUSINESS PARK	BLK 1	BLESSINGS ENTERPRISES INC	1900 CASPIAN LN	COLLEYVILLE, TX	76034
ODELE, HENRY SURVEY	A 1196	TARRANT COUNTY WATER DISTRICT	800 E NORTHSIDE DR	FORT WORTH, TX	76102
ODELE, HENRY SURVEY	A 1196	BEAR BASEBALL PROPERTIES LLC	200 CRESCENT CT STE 1820	DALLAS, TX	75201
QT 952 ADDITION	BLK 1	SUDBURY 10705 LLC	8407 LAKEMONT DR	DALLAS, TX	75209
QT 952 ADDITION	BLK 1	ARUN NIRALEE PARTNERS I	1560 E BROAD ST	MANSFIELD, TX	76063-1807
SHADY VALLEY APARTMENTS	LOT A	TRIEX TEXAS HOLDING LLC	PO BOX 3396	HUNTINGTON BEACH, CA	92605-3396
SHADY VALLEY APARTMENTS NO LEGAL		TRIEX TEXAS HOLDING LLC	PO BOX 3396	HUNTINGTON BEACH, CA	92605-3396
SHADY VALLEY DUPLEXES ADDITION	BLK 1	SHARP, WILLIAM T	5120 HOPPER RD	BURLESON, TX	76028
SHADY VALLEY DUPLEXES ADDITION	BLK 1	CANTERBURY TX PROPERTIES LLC	4636 LUNA CT	CYPRESS, CA	90720
SHADY VALLEY DUPLEXES ADDITION	BLK 1	CANTERBURY TX PROPERTIES LLC	4636 LUNA CT	CYPRESS, CA	90720
SHADY VALLEY DUPLEXES ADDITION	BLK 1	CLEVELAND, HAROLD	5909 CAPE LOOP	LAND O LAKES, FL	34639-2698
SHADY VALLEY DUPLEXES ADDITION	BLK 1	CANTERBURY TX PROPERTIES LLC	4636 LUNA CT	CYPRESS, CA	90720
SHADY VALLEY DUPLEXES ADDITION	BLK 1	KNIGHT, JAMES R	6222 KENWICK AVE	FORT WORTH, TX	76116-4629
SHADY VALLEY DUPLEXES ADDITION	BLK 1	KNIGHT, JAMES R	6222 KENWICK AVE	FORT WORTH, TX	76116-4629
SHADY VALLEY DUPLEXES ADDITION	BLK 1	KRUEGER, NATHAN OLIVER	10 FOSTER CT	MANSFIELD, TX	76063-1847
SHADY VALLEY DUPLEXES ADDITION	BLK 4	TRIEX TEXAS HOLDING LLC	PO BOX 3396	HUNTINGTON BEACH, CA	92605-3396
SHADY VALLEY DUPLEXES ADDITION	BLK 4	VERITY REAL ESTATE INVESTMENTS	16970 DALLAS PKWY BUILDING 401	DALLAS, TX	75248

Monday, December 1, 2025

Page 1 of 2

Property Owner Notification for SUP#25-004

LEGAL DESC 1	LEGAL DESC 2	OWNER NAME	OWNER ADDRESS	CITY	ZIP
SHADY VALLEY DUPLEXES ADDITION	BLK 4	DJZ DRYCLEANING LLC	7101 TWIN OAKS CT	MANSFIELD, TX	76063

LAND DESCRIPTION

Being a 2.643 acre tract of land situated in the Henry Odell Survey, Abstract No. 1196, City of Mansfield, Tarrant County, Texas, being that same tract of land conveyed by Special Warranty Deed to Bear Baseball Properties, LLC as recorded in Document No. D222218380, Official Public Records, Tarrant County, Texas, said tract being more particularly described by metes and bounds as follows;

BEGINNING at a 1/2 inch iron rod found with an illegible cap for the Southwest corner of said Baseball Properties, LLC tract, said point being the Southeast corner of Lot 2-BR, Block 4 of Shady Valley Duplex, Section 2, an addition to the City of Mansfield, Tarrant County, Texas, according to the plat thereof recorded in Volume 388-206, Page 56 of the Plat Records of Tarrant County, Texas (P.R.T.C.T.), and lying on the North right-of-way line of Broad Street (variable width right-of-way);

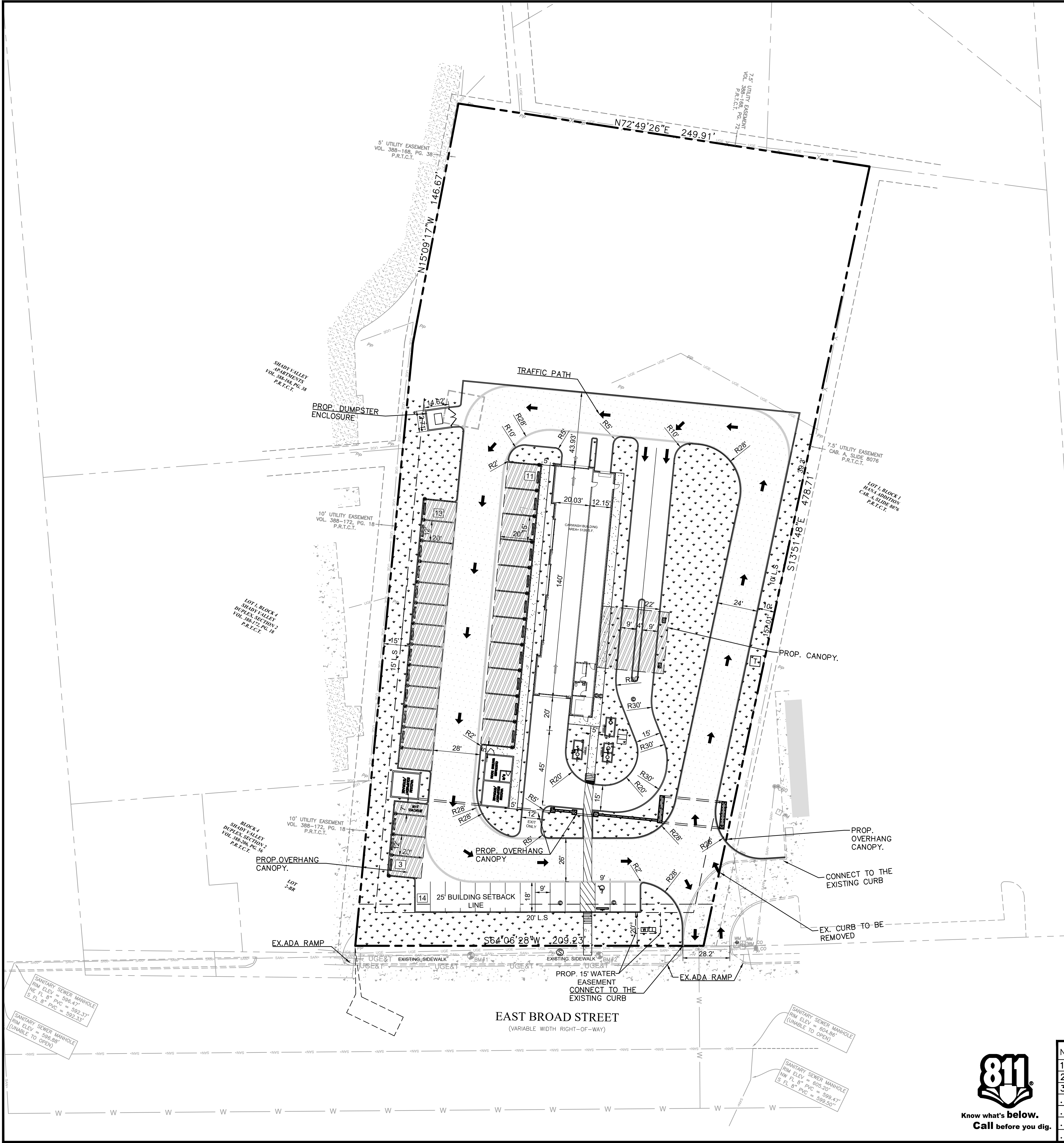
THENCE North 20 Degrees 25 Minutes 32 Seconds West, departing the North right-of-way line of said Broad Street, with the East line of said Lot 2-BR, passing at a distance of 99.65 feet a 1/2 inch iron rod found for the Northeast corner of said Lot 2-BR, same being the Southeast corner of Lot 1, Block 4 of Shady Valley Duplex Section 2, an addition to the City of Mansfield, Tarrant County, Texas, according to the plat thereof recorded in Volume 388-172, Page 17, P.R.T.C.T., continuing with the East line of said Lot 1, passing at an additional 200.58 feet a 1/2 inch iron rod found with a cap stamped "4818" for the Northeast corner of said Lot 1, same being the Southeast corner of Shady Valley Apartments, an addition to the City of Mansfield, Tarrant County, Texas, according to the plat thereof recorded in Volume 388-168, Page 38, P.R.T.C.T., and continuing with the East line of said Shady Valley Apartments for a total distance of 363.62 feet to a 1/2 inch iron rod found with a cap stamped "4818" for corner;

THENCE North 15 Degrees 09 Minutes 17 Seconds West, continuing with the East line of said Shady Valley Apartments, a distance of 146.67 feet to a 1/2 inch iron rod found with a cap stamped "Area Surveying" for corner, said point being an interior corner of said Shady Valley Apartments, same being the Northwest corner of said Baseball Properties, LLC tract;

THENCE North 72 Degrees 49 Minutes 26 Seconds East, with a East line of said Shady Valley Apartments, and with a South line of Block 1, Shady Valley Duplexes, an addition to the City of Mansfield, Tarrant County, Texas, according to the plat thereof recorded in Volume 388-168, Page 72, P.R.T.C.T. and continuing for a total distance of 249.91 feet to a 6" fence post for corner, said point being the Northwest corner of Lot 1, Block 1 of Hana Addition, an addition to the City of Mansfield, Tarrant County, Texas, according to the plat thereof recorded in Cabinet A, Slide 8076, P.R.T.C.T., same being the Northeast corner of said Baseball Properties, LLC tract;

THENCE South 13 Degrees 51 Minutes 48 Seconds East, departing the South line of said Shady Valley Duplexes, with the West line of said Hana Addition, a distance of 478.71 feet to an "X" cut found on concrete paving for the Southeast corner of said Baseball Properties, LLC tract, same being the Southwest corner of said Hana Addition, and lying on the North right-of-way line of said Broad Street;

THENCE South 64 Degrees 06 Minutes 28 Seconds West, with the North right-of-way line of said Broad Street, a distance of 209.23 feet to the POINT OF BEGINNING and containing 115,108 square feet or 2.643 acres of land, more or less.

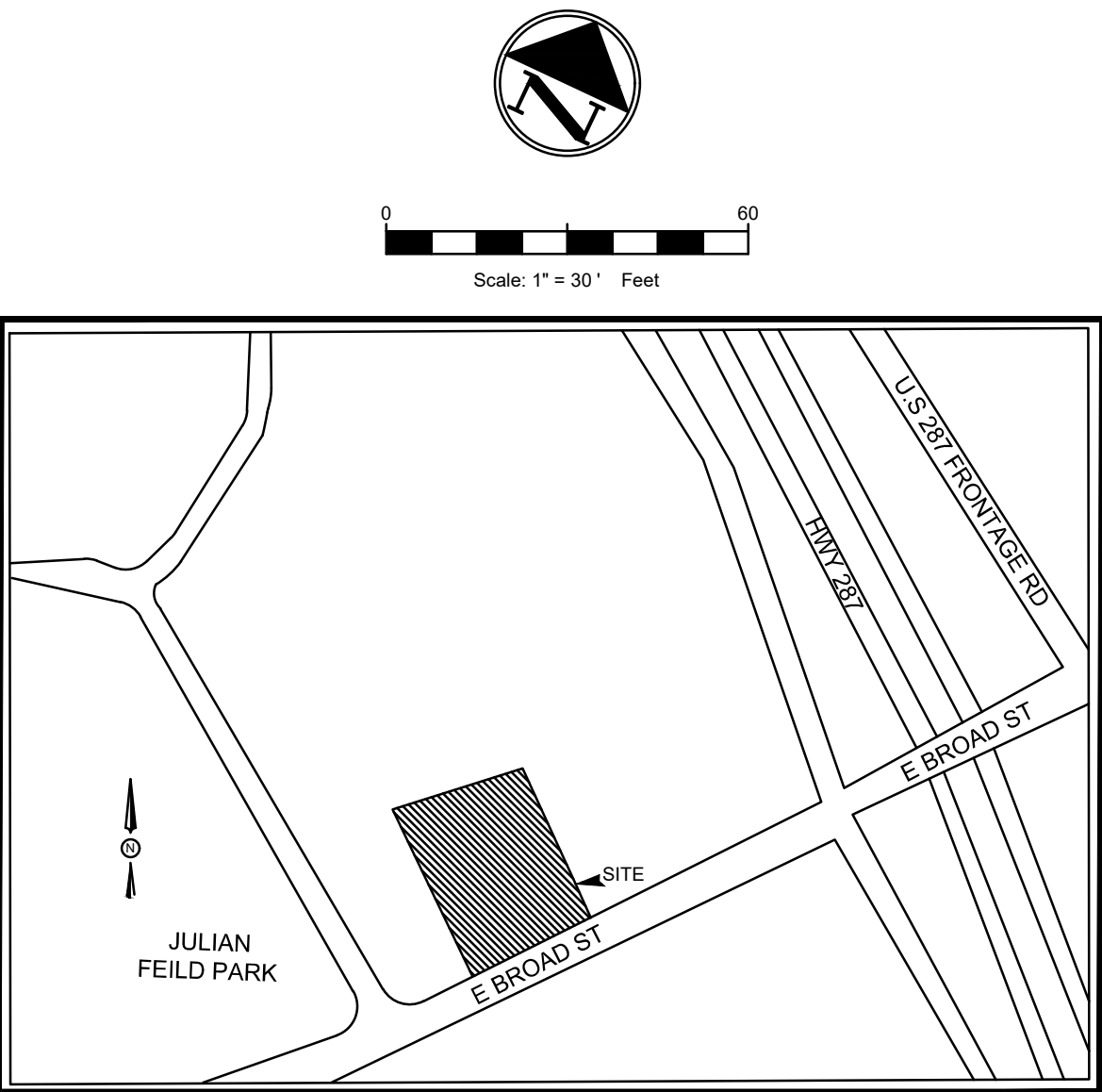


SITE GENERAL NOTES

- ALL CONSTRUCTION SHALL BE IN STRICT ACCORDANCE WITH THE CITY OR LOCAL JURISDICTION STANDARDS.
- THE LOCATION OF UNDERGROUND UTILITIES INDICATED ON THE PLANS IS TAKEN FROM AS-BUILTS, UTILITY PLANS OR SURVEY. IT IS THE CONTRACTOR'S RESPONSIBILITY TO MAKE ARRANGEMENTS WITH THE OWNERS OF SUCH UNDERGROUND UTILITIES PRIOR TO WORKING IN THE AREA TO CONFIRM THEIR EXACT LOCATION AND TO DETERMINE WHETHER ANY ADDITIONAL UTILITIES OTHER THAN THOSE SHOWN ON THE PLANS MAY BE PRESENT. THE CONTRACTOR SHALL PRESERVE AND PROTECT ALL UNDERGROUND UTILITIES. IF EXISTING UNDERGROUND UTILITIES ARE DAMAGED, THE CONTRACTOR WILL BE RESPONSIBLE FOR THE COST OF REPAIRING THE UTILITY.
- WHERE EXISTING UTILITIES OR SERVICE LINES ARE CUT, BROKEN OR DAMAGED, THE CONTRACTOR SHALL REPLACE OR REPAIR THE UTILITIES OR SERVICE LINES WITH THE SAME TYPE OF ORIGINAL MATERIAL AND CONSTRUCTION, OR BETTER, UNLESS OTHERWISE SHOWN OR NOTED ON THE PLANS, AT HIS OWN COST AND EXPENSE. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER AT ONCE OF ANY CONFLICTS WITH UTILITIES.
- ALL EXCAVATIONS, TRENCHING AND SHORING OPERATIONS SHALL COMPLY WITH THE REQUIREMENTS OF THE U. S. DEPARTMENT OF LABOR, OSHA, CONSTRUCTION SAFETY AND HEALTH REGULATIONS AND ANY AMENDMENTS THERETO.
- THE CONTRACTOR SHALL RESTORE ALL AREAS DISTURBED BY CONSTRUCTION TO ORIGINAL CONDITION OR BETTER. RESTORED AREAS INCLUDE, BUT ARE NOT LIMITED TO TRENCH BACKFILL, SIDE SLOPES, FENCES, DRAINAGE DITCHES, DRIVEWAYS, PRIVATE YARDS AND ROADWAYS.
- ANY CHANGES NEEDED AFTER CONSTRUCTION PLANS HAVE BEEN RELEASED, SHALL BE APPROVED BY THE CITY ENGINEER. THESE CHANGES MUST BE RECEIVED IN WRITING.
- THE CONTRACTOR SHALL PROVIDE "RED LINED" MARKED PRINTS TO THE ENGINEER PRIOR TO FINAL INSPECTION INDICATING ALL CONSTRUCTION WHICH DEVIATED FROM THE PLANS OR WAS CONSTRUCTED IN ADDITION TO THAT INDICATED ON THE PLANS.
- ALL CURB RADIUS TO BE 10' OR 2' UNLESS OTHERWISE NOTED ON THE SITE PLAN.

SITE DATA SUMMARY TABLE	
SITE ACREAGE:	2.643 ACRES (115,116.08 S.F)
ZONING:	C-2
PROPOSED USE:	CAR WASH
BUILDING AREA:	5,126 S.F.
NUMBER OF STORIES:	1
BUILDING COVERAGE:	4.45%
FLOOR AREA RATIO:	0.044
IMPERVIOUS AREA:	94.98 (82.5%)
PERVIOUS/ LANDSCAPE AREA:	20,134 (17.4%)
REGULAR PARKING REQUIRED 1 SP PER 150 S.F.	35 SPACES
MIN. VACUUM BAYS REQUIRED (2/3 OF TOTAL PARKING REQUIRED)	24 SPACES
ADA PARKING PROVIDED:	1 SPACES
CAR WASH VACUUM BAYS PROVIDED:	27 SPACES
REGULAR PARKING PROVIDED:	13 SPACES
TOTAL PARKING PROVIDED:	41 SPACES

NO.	DATE	DESCRIPTION	BY
1	10-06-25	1st CITY SUBMITTAL	AY
2	12-11-25	2st CITY SUBMITTAL	AY
3	01-13-26	3RD CITY SUBMITTAL	AY
.	.	.	.
.	.	.	.
.	.	.	.
.	.	.	.



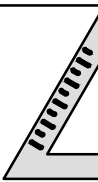
VICINITY MAP
N.T.S.

EXISTING LEGEND		
1/2" IR FOUND	WATER VALVE	NO PARKING
1/2" IR SET	FIRE HYDRANT	CONCRETE
5/8" IR FOUND	IRRIGATION VALVE	GRAVEL
3/8" IR FOUND	UTILITY POLE	BRICK
60-D NAIL FOUND	WATER METER	STONE
PK NAIL SET	GAS METER	WOOD DECK
1/2" IP FOUND	A.C. PAD	BUILDING WALL
X-FOUND	TRANS. BOX	TILE
X-SET	GAS MARKER	BUILDING LINE
1" IR FOUND	BOLLARD POST	EASEMENT
1" IP FOUND	BRICK / STONE COLUMN	BOUNDARY
POINT FOR CORNER	CABLE BOX	HIGHBANK LINE
3/4" IP FOUND	CONCRETE MONUMENT	PARKING STRIPE
LIGHT POLE	COVERED AREA	ASPHALT
TELE. BOX	ELECTRIC BOX	FIRE LANE STRIPE
SAN. SEW. CO.	OVERHEAD UTILITY LINE	RETAINING WALL
SAN. SEW. MH.	GUY WIRE ANCHOR	BARBED WIRE FENCE
STORM DRAIN MH.	CHAINLINK FENCE	IRON FENCE
HANDICAP SPACE	PIPE RAIL FENCE	WOOD FENCE

SITE LEGEND	
CONCRETE CURB	CONCRETE CURB
SAW-CUT LINE	SAW-CUT LINE
FENCE	FENCE
FIRE LANE	FIRE LANE
STRIPING	STRIPING
PARKING SPACES	PARKING SPACES
MONUMENT/PLON SIGN	MONUMENT/PLON SIGN
WHEEL STOPS	WHEEL STOPS
HANDICAP LOGO	HANDICAP LOGO
HANDICAP SIGN	HANDICAP SIGN
RAMP	RAMP
BOLLARD	BOLLARD
TRAFFIC ARROW	TRAFFIC ARROW
FIRE HYDRANT	FIRE HYDRANT
DUMPSTER	DUMPSTER
SANITARY SEWER MANHOLE	SANITARY SEWER MANHOLE
SANITARY SEWER CLEANOUT	SANITARY SEWER CLEANOUT
SANITARY SEWER DOUBLE CLEANOUT	SANITARY SEWER DOUBLE CLEANOUT
SANITARY SEWER SAMPLE PORT	SANITARY SEWER SAMPLE PORT
GREASE TRAP	GREASE TRAP
DOMESTIC WATER METER	DOMESTIC WATER METER
IRRIGATION METER	IRRIGATION METER
GAS METER	GAS METER
TRANSFORMER	TRANSFORMER
LIGHT POLE	LIGHT POLE
POWER POLE	POWER POLE

(SUP-#25-004)

EXHIBIT B-(Site Plan for Specific Use Permit)

CAR WASH					
HENRY ODELL SURVEY, ABSTRACT NO. 1196					
CITY OF MANSFIELD, TARRANT COUNTY, TEXAS 76063					
DATE OF PREPARATION :12/05/25					
SITE ACREAGE : 2.643 ACRES					
NUMBER OF LOTS : 1					
 TRIANGLE ENGINEERING LLC					
T: 469.331.8566 F: 469.213.7145 E: info@triangle-engr.com W: triangle-engr.com O: 1782 W. McDermott Drive, Allen, TX 75013					
Planning Civil Engineering Construction Management					
P.E.	DES.	DATE	SCALE	PROJECT NO.	SHEET NO.
AY	BK	12-11-2025	SEE SCALE BAR	137-25	C-3.0
TX. P.E. FIRM #11525					





1
South Elevation - Overall Site
Facade
1/8" = 1'-0"

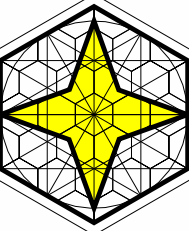


2
North Elevation - Overall
1/8" = 1'-0"

Seal:
**NOT FOR
CONSTRUCTION**

THIS DOCUMENT
MAY NOT
BE USED FOR
CONSTRUCTION,
PERMITTING, OR
REGULATORY
APPROVAL

Greg Guerlin
Architect
TX License # 22011

Architect:

EAST STAR DESIGN
P.O. BOX 53
FORNEY, TX 75126 USA
(972) 200-1340
Architect@
EastStarDesign.com
TX Firm # BR 1785

Engineer / Design Consultant:

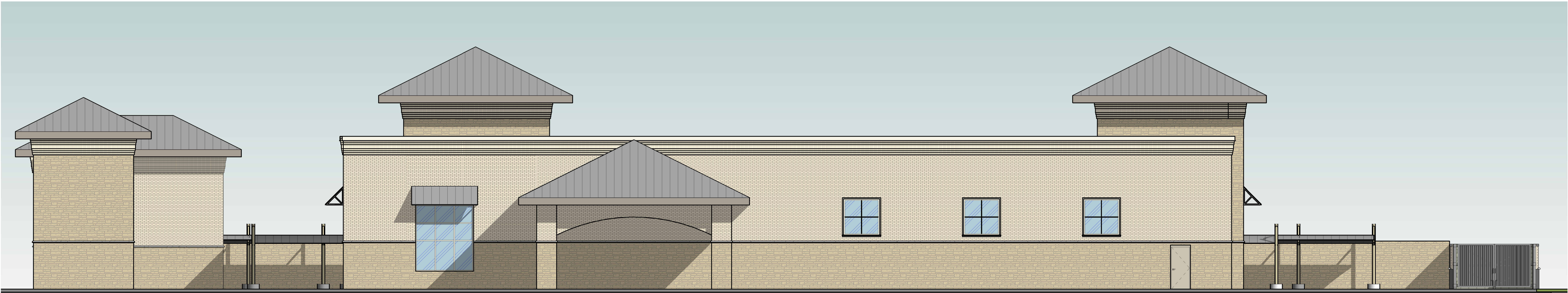
Owner:
Ray Gopal Rai
Kiestahel1500@gmail.com

Revisions:		
No.	Description	Date

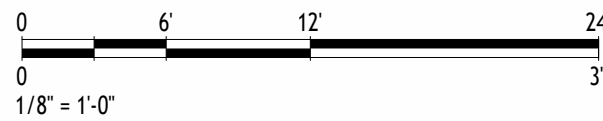
Car Wash
1561 E. Broad Street
Mansfield, TX 76102

**Elevations -
Overall Site
Facade**
Project number: **25-014**
Date: 1/8/2026 5:29:45 PM
Drawn by: **GG**
Checked by: **-**

A220
Scale 1/8" = 1'-0"



1 East Elevation - Overall
A003.A221
1/8" = 1'-0"



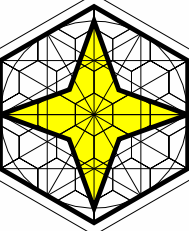
2 West Elevation Overall
A003.A221
1/8" = 1'-0"

1/8/2026 5:29:48 PM
R:\OnDraw - East Star Design\Plans and CAD\Auto
p1816102.dwg
R:\OnDraw - East Star Design\Plans and CAD\Auto

Seal:
**NOT FOR
CONSTRUCTION**

THIS DOCUMENT
MAY NOT
BE USED FOR
CONSTRUCTION,
PERMITTING, OR
REGULATORY
APPROVAL

Greg Guerin
Architect
TX License # 22011

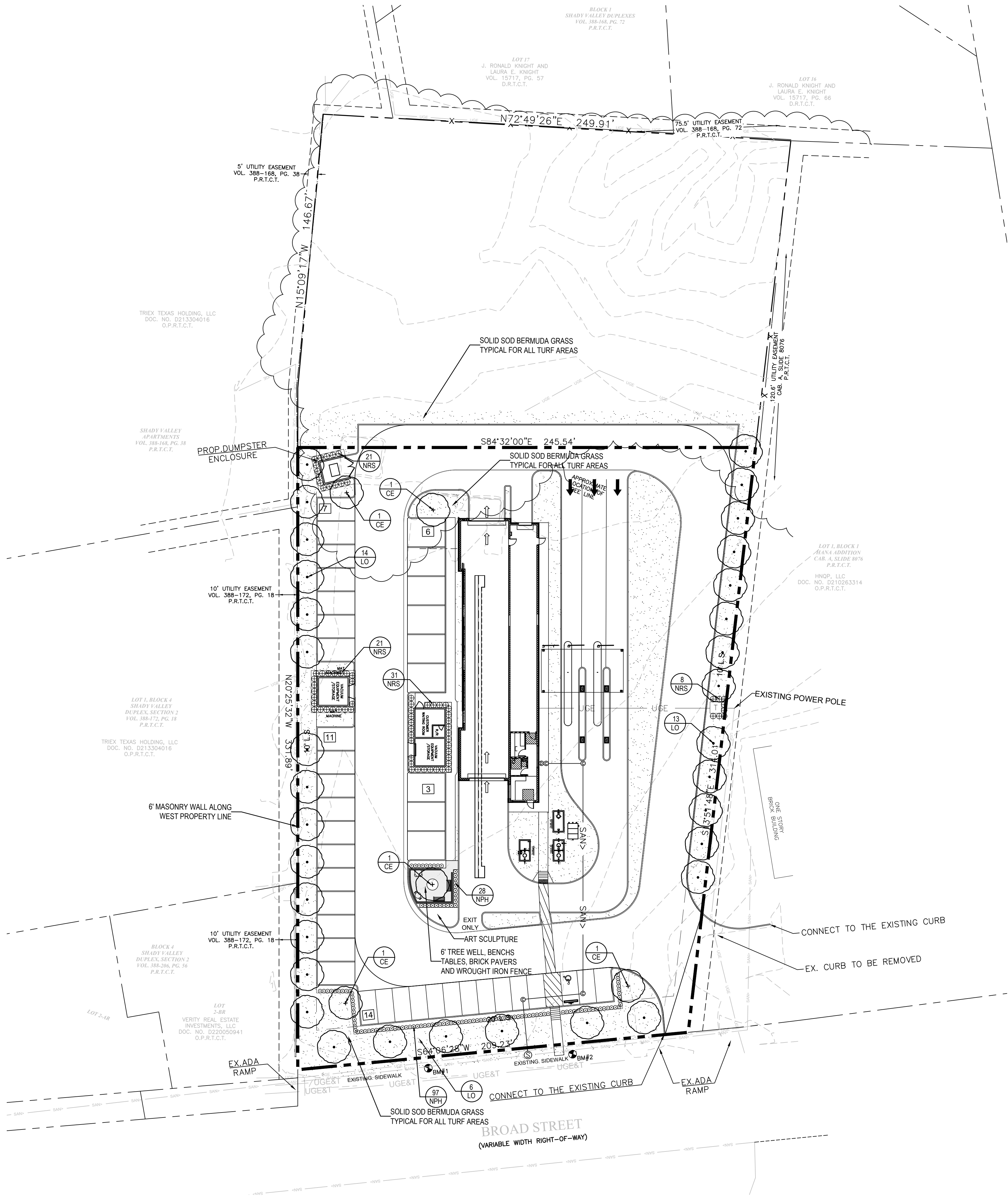
Architect:

EAST STAR DESIGN
P.O. BOX 53
FORNEY, TX 75126 USA
(972) 200-1340
Architect@
EastStarDesign.com
TX Firm # BR 1785

Engineer / Design Consultant:

Owner:
Ray Gopal Rai
Kiestahel1500@gmail.com

Revisions:		
No.	Description	Date

Car Wash
1561 E. Broad Street
Mansfield, TX 76102
**Elevations -
Overall Site
Facade**
Project number: **25-014**
Date: **1/8/2026 5:29:48 PM**
Drawn by: **Author**
Checked by: **Checker**
A221
Scale: **1/8" = 1'-0"**



LANDSCAPE NOTES

- CONTRACTOR SHALL VERIFY ALL EXISTING AND PROPOSED SITE ELEMENTS AND NOTIFY ARCHITECT OF ANY DISCREPANCIES. SURVEY DATA OF EXISTING CONDITIONS WAS SUPPLIED BY OTHERS.
- CONTRACTOR SHALL LOCATE ALL EXISTING UNDERGROUND UTILITIES AND NOTIFY ARCHITECT OF ANY CONFLICTS. CONTRACTOR SHALL EXERCISE CAUTION WHEN WORKING IN THE VICINITY OF UNDERGROUND UTILITIES.
- CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL REQUIRED LANDSCAPE AND IRRIGATION PERMITS.
- CONTRACTOR TO PROVIDE A MINIMUM 2% SLOPE AWAY FROM ALL STRUCTURES.
- ALL PLANTING BEDS AND LAWN AREAS TO BE SEPARATED BY STEEL EDGING. NO STEEL TO BE INSTALLED ADJACENT TO SIDEWALKS OR CURBS.
- ALL LANDSCAPE AREAS TO BE 100% IRRIGATED WITH AN UNDERGROUND AUTOMATIC IRRIGATION SYSTEM AND SHALL INCLUDE RAIN AND FREEZE SENSORS.
- ALL LAWN AREAS TO BE SOLID SOD BERMUDAGRASS, UNLESS OTHERWISE NOTED ON THE DRAWINGS.

GENERAL LAWN NOTES

- FINE GRADE AREAS TO ACHIEVE FINAL CONTOURS INDICATED ON CIVIL PLANS.
- ADJUST CONTOURS TO ACHIEVE POSITIVE DRAINAGE AWAY FROM BUILDINGS. PROVIDE UNIFORM ROUNDING AT TOP AND BOTTOM OF SLOPES AND OTHER BREAKS IN GRADE. CORRECT IRREGULARITIES AND AREAS WHERE WATER MAY STAND.
- ALL LAWN AREAS TO RECEIVE SOLID SOD SHALL BE LEFT IN A MAXIMUM OF 1" BELOW FINAL FINISH GRADE. CONTRACTOR TO COORDINATE OPERATIONS WITH ON-SITE CONSTRUCTION MANAGER.
- IMPORTED TOPSOIL SHALL BE NATURAL, FRIABLE SOIL FROM THE REGION KNOWN AS BOTTOM AND SOIL, FREE FROM LUMPS, CLAY, TOXIC SUBSTANCES, ROOTS, DEBRIS, VEGETATION, STONES, CONTAINING NO SALT AND BLACK TO BROWN IN COLOR.
- ALL LAWN AREAS TO BE FINE GRADED, IRRIGATION TRENCHES COMPLETELY SETTLED, AND FINISH GRADE APPROVED BY THE OWNER'S CONSTRUCTION MANAGER OR ARCHITECT PRIOR TO INSTALLATION.
- ALL ROCKS 3/4" DIAMETER AND LARGER, DIRT CLODS, STICKS, CONCRETE SPOILS, ETC. SHALL BE REMOVED PRIOR TO PLACING TOPSOIL AND ANY LAWN INSTALLATION.
- CONTRACTOR SHALL PROVIDE (1") ONE INCH OF IMPORTED TOPSOIL ON ALL AREAS TO RECEIVE LAWN.

CITY OF MANSFIELD LANDSCAPE NOTES

All landscaping shall be maintained in a healthy and live-growing condition at all times.

Landscape Maintenance: The property owner, tenant or agent, shall be responsible for the maintenance of all required landscaping in a healthy, neat, orderly and live-growing condition at all times. This shall include mowing, edging, pruning, fertilizing, irrigation, weeding, and other such activities common to the maintenance of landscaping. Landscaped areas shall be kept free of trash, litter, weeds and other such materials not a part of the landscaping. Plant materials that die shall be replaced with plant materials of similar variety and size.

Grass or ground cover planted in the street landscape setback shall extend to the street pavement or curb.

Street Landscape Setback
Requirements: (1) tree 4" cal. per 40 l.f.

BROAD STREET - 210 l.f.
Required (6) trees, 3" cal. Provided (6) trees, 3" cal.

Perimeter Landscape Buffer
Requirements: BY10- 10' wide buffer yard with (1) tree 3" cal. per 25 l.f.

West - 332 l.f.
Required (14) trees, 4" cal. Provided (14) trees, 4" cal.

EAST - 314 l.f.
Required (13) trees, 4" cal. Provided (13) trees, 4" cal.

Parking Lot Internal Landscaping (41 spaces)
Requirements: (1) landscape island per 10 spaces, islands to include (1) tree, 4" cal. ROW shrub screening to be 36" at time of maturity

Required (5) trees, 4" cal. ROW Shrub Screening Provided (5) trees, 4" cal. ROW Shrub Screening

Passive Landscape Space:
All new developments shall dedicate a minimum of 10% of the total building floor area to passive space. passive space shall be entered directly from a through fare, a walkway, or other passive pedestrian path or a civic or open space.

Required: 760 sf Provided: 820 sf

Provided elements: perimeter evergreen hedge, brick pavers patio, outdoor dining, art sculpture, and wrought iron fence.

SOLID SOD NOTES

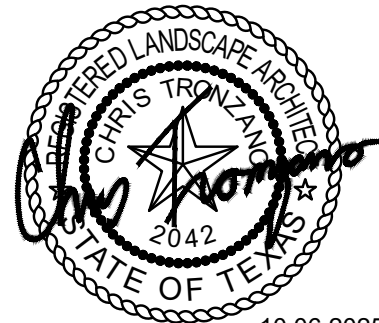
- FINE GRADE AREAS TO ACHIEVE FINAL CONTOURS INDICATED. LEAVE AREAS TO RECEIVE TOPSOIL 3" BELOW FINAL DESIRED GRADE IN PLANTING AREAS AND 1" BELOW FINAL GRADE IN TURF AREAS.
- ADJUST CONTOURS TO ACHIEVE POSITIVE DRAINAGE AWAY FROM BUILDINGS. PROVIDE UNIFORM ROUNDING AT TOP AND BOTTOM OF SLOPES AND OTHER BREAKS IN GRADE. CORRECT IRREGULARITIES AND AREAS WHERE WATER MAY STAND.
- ALL LAWN AREAS TO RECEIVE SOLID SOD SHALL BE LEFT IN A MAXIMUM OF 1" BELOW FINAL FINISH GRADE. CONTRACTOR TO COORDINATE OPERATIONS WITH ON-SITE CONSTRUCTION MANAGER.
- CONTRACTOR TO COORDINATE WITH ON-SITE CONSTRUCTION MANAGER FOR AVAILABILITY OF EXISTING TOPSOIL.
- PLANT SOD BY HAND TO COVER INDICATED AREA COMPLETELY. INSURE EDGES OF SOD ARE TOUCHING. TOP DRESS JOINTS BY HAND WITH TOPSOIL TO FILL VOIDS.
- ROLL GRASS AREAS TO ACHIEVE A SMOOTH, EVEN SURFACE, FREE FROM UNNATURAL UNDULATIONS.
- WATER SOD THOROUGHLY AS SOD OPERATION PROGRESSES.
- CONTRACTOR SHALL MAINTAIN ALL LAWN AREAS UNTIL FINAL ACCEPTANCE. THIS SHALL INCLUDE, BUT NOT LIMITED TO: MOWING, WATERING, WEEDING, CULTIVATING, CLEANING AND REPLACING DEAD OR BARE AREAS TO KEEP PLANTS IN A VIGOROUS, HEALTHY CONDITION.
- CONTRACTOR SHALL GUARANTEE ESTABLISHMENT OF AN ACCEPTABLE TURF AREA AND SHALL PROVIDE REPLACEMENT FROM LOCAL SUPPLY IF NECESSARY.
- IF INSTALLATION OCCURS BETWEEN SEPTEMBER 1 AND MARCH 1, ALL SOD AREAS TO BE OVER-SEEDED WITH WINTER RYEGRASS, AT A RATE OF (4) POUNDS PER ONE THOUSAND (1000) SQUARE FEET.

PLANT MATERIAL SCHEDULE

TREES					
TYPE	QTY	COMMON NAME	BOTANICAL NAME	SIZE	REMARKS
CE	4	Cedar Elm	Ulmus crassifolia	4" cal.	container, 14" ht., 6" spread, 5' clear straight trunk
LO	34	Live Oak	Quercus virginiana	4" cal.	container, 14" ht., 6" spread, 5' clear straight trunk
SHRUBS					
TYPE	QTY	COMMON NAME	BOTANICAL NAME	SIZE	REMARKS
NPH	126	Needlepoint Holly	Ilex cornuta 'Needlepoint'	5 gal.	container, 24" ht., 20" spread
NRS	21	Nellie R. Stevens Holly	Ilex x 'Nellie R. Stevens'	7 gal.	container, 36" ht., 24" spread
DWM	52	Dwarf Wax Myrtle	Myrica cerifera	7 gal.	container, 30" ht., 24" spread
GROUNDCOVERS					
TYPE	QTY	COMMON NAME	BOTANICAL NAME	SIZE	REMARKS
LIR	174	Liriope	Liriope muscari	4" pot	container fully rooted
		'419' Bermudagrass	Cynodon dactylon '419'		Solid Sod refer to notes

NOTE: Plant list is an aid to bidders only. Contractor shall verify all quantities on plan. All heights and spreads are minimums. All plant material shall meet or exceed remarks as indicated. All trees to have straight trunks and be matching within varieties.

LANDSCAPE ARCHITECT
STUDIO GREEN SPOT, INC.
CHRIS TRONZANO
(469) 369-4448
CHRIS@STUDIOGREENSPOT.COM



10.06.2025

CAR WASH
BROAD STREET
CITY OF MANSFIELD, TEXAS

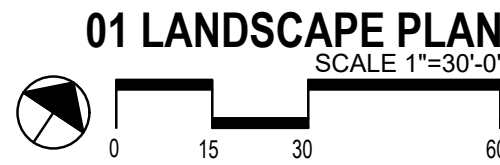
ISSUE:
FOR APPROVAL 10.06.2025

DATE:
10.06.2025

SHEET NAME:
LANDSCAPE PLAN

SHEET NUMBER:

L.2



WRITTEN STATEMENT OF CONDITIONS

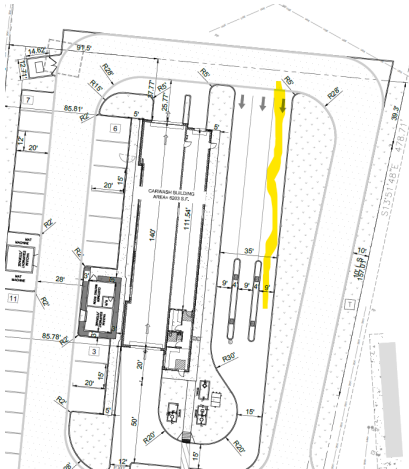
The City received this SUP request on 10/16/2025. The Development Review Committee reviewed the SUP and provided the following comments to the Applicant on 10/29/2025.

PLANNING

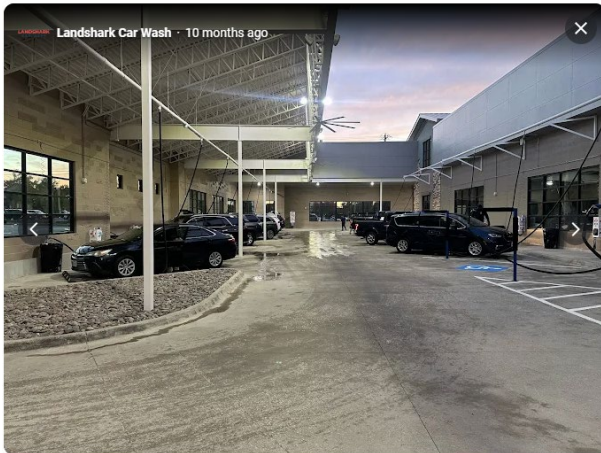
1. Provide Exhibit A (Metes and Bounds) for the project.
2. The following comments pertain to Exhibit B – Site Plan:
 - a. Label the site plan as Exhibit B.
 - b. Provide a title in the lower right corner on the site plan to match City formats.

Site Plan for Specific Use Permit
Proposed name of the development
Reference to original survey or plat with recording information
City, County, State.
Date of preparation
Acreage
Number of lots

- c. Add "E" or "East" to Broad Street on the site plan.
- d. Show direction of traffic in and out of the development on the site plan.
- e. Add a measurement from the property lines to the proposed structure.
- f. Remove the eastern lane and add to the landscaping on the side.

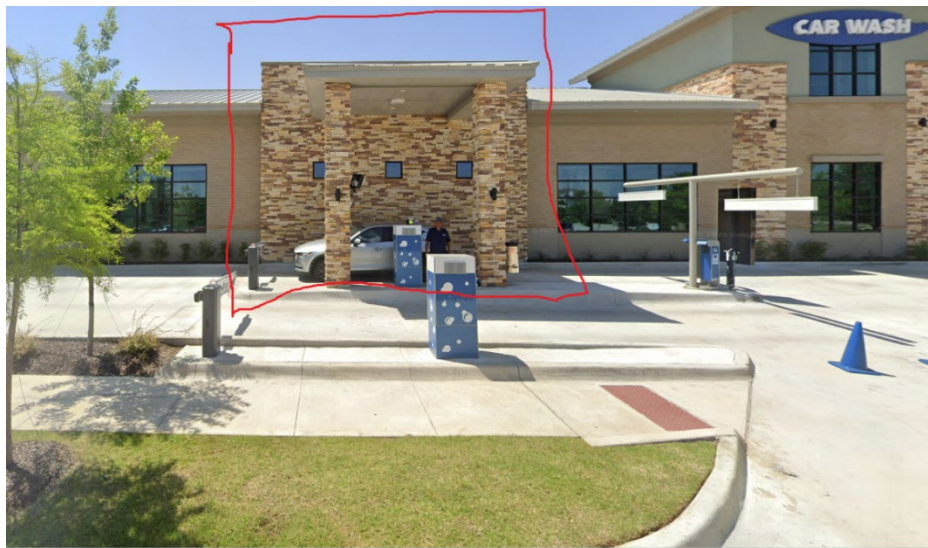


- g. Non-residential buildings with facades over 100 feet must include projections or recesses at least 4 feet deep. No uninterrupted facade may exceed 50 feet. Please revise the east and west elevations to comply.
3. The following comments are about the Elevations and Floor Plans (Exhibit C):
- a. Label all elevation drawings and renderings as Exhibit C.
 - b. Number pages as C.1, C.2, C.3, etc.
 - c. Clearly label all building materials.
 - d. Show how the A/C and mechanical equipment will be screened. Rooftop equipment must be at least 1 foot below the parapet.
 - e. Non-residential facades over 100 feet must include wall projections or recesses at least 4 feet deep, with no uninterrupted facade longer than 50 feet. Revise the east and west elevations accordingly.
 - f. Consider continuing the window pattern from the west elevation onto the east elevation for consistency.
 - g. Provide the total building height from grade to the highest point.
 - h. Submit details for the dumpster enclosure, including materials (which must match the building). A pedestrian access door is required.
 - i. Provide elevations and details for the customer waiting area and vacuum equipment storage. These structures must be masonry.
 - j. The Development Review Committee recommends enclosing all vacuum bays (see reference photos and examples such as Landshark Car Wash in Flower Mound).





- h. The Development Review Committee recommends the paying kiosk area have a canopy as seen below:



4. The following comments are pertaining to Landscape Plan (Exhibit D);
 - a. Label the landscape plan as Exhibit D.
 - b. The landscape plan must be drawn at the same size and scale as the site plan.
 - c. Multiple pages should be numbered as D.1, D.2, and D.3 etc.

5. The following Comments are pertaining to the Sign Plan (Exhibit E);

- a. Submit a sign plan showing details of all proposed signs.
 - b. The maximum allowed is one wall sign and one monument sign per street frontage. Revise the building signage accordingly.
 - c. Any sign that does not meet zoning requirements will require Planning Director approval.
 - d. If proposing a monument sign, it must meet the following standards:
 - i. Include a solid base at least 2 feet tall, with a base width equal to or greater than the sign width. (Base height counts toward total sign height.)
 - ii. Maximum height: 10 feet.
 - iii. Maximum width: 10 feet.
 - iv. Maximum area: 50 square feet.
 - v. Set back at least 10 feet from the front property line and 15 feet from the side property line.
 - e. Label the sheet no. for the Sign Plan as E.1 and multiple pages for the landscape plan must be labelled E.1, E.2...etc. if there are any.
6. The Planning and Zoning Commission or the City Council may require other information in addition to the requirements above in connection with the review of a Specific Use Permit.

GIS COMMENTS

7. The CAD file submitted with this SUP does not align with the City's GIS. Provide a DWG of the property boundaries using NAD83, grid coordinates.

LANDSCAPE ADMINISTRATOR

8. Per Chapter 99 (E) the Landscape Administrator must evaluate the proposed development and determine if the developer has made a best good-faith effort at saving as many protected trees as possible, which includes consideration of design alternatives as well as tree health, species, size, age, or historic or cultural value. The intent of this chapter includes promoting site planning that furthers the preservation of quality mature trees and prohibiting indiscriminate clearing.
- a. The site includes hackberry, elm, and oak trees. Oaks are fewer in number but are the largest and oldest trees, primarily located within the development area.
 - b. Please consider revising the design to preserve the largest tree on site (#1514) and avoid removing trees along the west property line (located on the property line or within the 10-foot buffer).
 - c. Tree mitigation will be finalized at the time of the first applicable permit (tree removal, site work, or building permit).

- d. Clarify the east–west boundary line shown on the site plan north of the car wash drive lane. If subdivision is proposed, trees on the northern lot cannot be counted toward preservation requirements for the southern lot.
- e. The new tree planting plan may not include more than 50% of a single species. The current plan shows 89% live oak and must be revised.
- f. Remove the proposed masonry wall along the west property line.

ENGINEERING

- 9. Submit a **Preliminary Drainage Area Map** showing proposed and fully developed drainage areas, runoff calculations, and existing topography used to define the watershed.
- 10. A **post-construction water quality system** is required to treat on-site drainage. The City follows Chapter 5 of the 2006 iSWM Manual. Alternative methods may be considered if they achieve **80% TSS removal** and are approved by Engineering. Show how water quality will be addressed on the Preliminary Drainage Plan.
- 11. Show the **7' x 60' visibility triangles** at all drive approaches. Add a note stating: "No trees, signs, or objects over 2 feet in height are allowed within these triangles."
- 12. Submit a **preliminary downstream assessment** to confirm flume capacity. Comments from this review may impact the site plan. Preliminary approval is required before finalizing the site plan.
- 13. Use a **drainage coefficient of 0.9** for drainage areas with proposed impervious cover.

FIRE

- 14. Provide onsite fire hydrant
- 15. Provide a second point of access.

To the Planning and Zoning board, I'm Ashok or Tony the owner and operator from Courtesy Stay , right across Broad. We have been trying to build a car detailing facility since 2010 , and now I'm helping my son and we bought land in the back of the hotel to expand the land bigger. We did land work, tree survey, and just got the sitemap done and was about to come by with all the paperwork.. we already have a bank looking at it and ours is a detailing center with shuttle, pick up drop off so less traffic and higher sales , and per avg person so less volume and more sales tax then a expresss wash.. we are doing tint, styling , light cleaning, will have a hotel like lobby with exterior art minimally..

They I get this letter saying a car wash wants to come 200 ft from courtesystay.. Folks book my rooms for quiet getaways, but that street's a horn honking headache already add a wash, and guests'll dodge soap spray while checkin in. Business'll tank if traffic snarls up pickups and drops-offs. We've poured money into this spot, don't let one flashy joint ruin the peace. Thanks, Ashok Patel.

Signature: 

Date: 1 - 14 - 2026

Name Print: ASHOK PATEL

Hey y'all at the commission, this is Cristy rivera, speakin. As a mom of two youngins down here in Mansfield, Broad Street already feels like a racetrack. Every single day, me and the kids gotta walk past QT and Kohl's just to catch the bus and trust me, people drive like bats outta hell.

Now somebody wants to throw in a car wash that'll spit out slippery cars left and right? Lord have mercy, my five year old almost got clipped last week by some fella textin while doin forty in a thirty-five. If that thing goes up, I swear we'll be dodgin suds and pickups till the cows come home. Ain't nobody got time for that. Keep the the high volume car wash away, please.

Signature: 

Print: Cristy Rivera

Date: 1-13-26

Body: To Whom It May Concern,

My name is David VanHook. I am a long-term resident of Mansfield, Texas, and I currently reside at 1560 East Broad Street. I have lived in Mansfield since I was seven years old and have been part of this community, on and off, for more than forty years. My daughter attends school here, and our daily lives are directly affected by the conditions at this location.

I am writing to formally express my opposition to the proposed construction of a car wash directly across from our hotel on East Broad Street due to serious and ongoing public safety and traffic concerns.

The intersection and surrounding area at this location is already one of the most heavily trafficked and congested areas in Mansfield. On a daily basis, residents experience frequent traffic incidents, including tire squeals, honking, near-misses, and regular responses from police, fire trucks, ambulances, and other emergency vehicles. Law enforcement routinely stages nearby due to the proximity of the QT and the volume of activity in this corridor.

Adding a car wash at this specific location would significantly increase traffic volume, turning movements, sudden stops, and queueing onto an already overloaded roadway. Car washes create unique traffic patterns—vehicles stopping abruptly, stacking into drive lanes, backing out during peak hours, and drivers distracted while navigating entry and exit points. This type of traffic behavior is especially dangerous in a high-speed, high-volume arterial area.

Of particular concern is pedestrian safety. This area is heavily traveled by pedestrians throughout the day. Children walk through this corridor regularly, including students walking to and from school. Residents, hotel guests, and community members cross this area on foot constantly. Increasing vehicle congestion and introducing additional curb cuts and turning points substantially raises the risk of pedestrian injury, especially for children.

In my lived experience at this location, traffic conditions are already strained beyond what feels safe or reasonable. The addition of a car wash here would not be a neutral development—it would meaningfully increase danger in a place where safety should be the highest priority.

I am not opposed to development or business growth in Mansfield. However, certain types of developments belong in locations that can safely support them. A car wash is better suited for an area with lower pedestrian traffic, more roadway capacity, and less proximity to residential housing, hotels, and schools.

I respectfully urge the City of Mansfield to reconsider or deny approval for this proposed car wash at this location, or at minimum require a comprehensive traffic and pedestrian safety study that accounts for real-world usage patterns, not just theoretical capacity.

Thank you for your time, your service to the community, and your consideration of the safety of Mansfield's residents—especially its children.

Sincerely,

David VanHook
Resident, Mansfield, Texas
1560 East Broad Street

Name: David VanHook

Signature:

Date

1/15/2020

Jan/4-2026

my name is Stephanie Monreal
I'm a resident of Mansfield Tx
for 10+ years & my family we
love this Town its growing
everyday. my concern is
all this construction all the
traffic and this new Business
a Car Wash is a Bad Idea
I am against this on

Broad St.

Thanks

Stephanie
Monreal



PUBLIC MEETING APPEARANCE CARD

Name: Andrew Yeoh
Address: 6814 Clear Springs Cir
Phone Number: 214 906 5194
E-mail: ayeh@triangle-engr.com
Agenda Item: 25-1725
Organization: Triangle Engineering

- ☒ Speaker
☐ Non-Speaker
☐ Support
☒ Applicant/Representative
☐ Oppose
☐ Citizen Comments

WHAT IS THE PURPOSE OF CITIZEN COMMENTS?

Citizens are given an opportunity during each meeting to express their views and concerns to the P&Z Commission. The Commission is not permitted to respond to your comments during Citizen Comments.

CITIZENS COMMENTS PROCEDURES

When called, please step forward, state your name and address. Speakers will be permitted up to 5 minutes. Please refrain from personal criticism.

PUBLIC HEARING PROCEDURES

If you have material you would like to share with the Commission, you are encouraged to provide it to the P&Z Secretary prior to the meeting. The Secretary will make sure the members receive the material.

The applicant/representative will be permitted to make a presentation.

The public hearing will be opened and a speaker will be called to the podium. Please state your name and address for the record. Speakers will be permitted 5 minutes. Please refrain from personal criticism.



PUBLIC MEETING APPEARANCE CARD

Name: Arjun Patel
Address: 1560 East Broad St
Phone Number: 817 773-2508
E-mail: arjunpatel@msb.com
Agenda Item: SUPD 25-004
Organization: Automation

☐ Speaker
☒ Non-Speaker
☐ Support
☐ Citizen Comments

☐ Applicant/Representative
☒ Oppose

WHAT IS THE PURPOSE OF CITIZEN COMMENTS?

Citizens are given an opportunity during each meeting to express their views and concerns to the P&Z Commission. The Commission is not permitted to respond to your comments during Citizen Comments.

CITIZENS COMMENTS PROCEDURES

When called, please step forward, state your name and address. Speakers will be permitted up to 5 minutes. Please refrain from personal criticism.

PUBLIC HEARING PROCEDURES

If you have material you would like to share with the Commission, you are encouraged to provide it to the P&Z Secretary prior to the meeting. The Secretary will make sure the members receive the material.

The applicant/representative will be permitted to make a presentation.

The public hearing will be opened and a speaker will be called to the podium. Please state your name and address for the record. Speakers will be permitted 5 minutes. Please refrain from personal criticism.



PUBLIC MEETING APPEARANCE CARD

Name: GREG GUERIN ARCHITECT
Address: 2000 RUSHING GREEN DR
Phone Number: (214) 469-7116
E-mail: G.GUERIN@EASTSTARDESIGN.COM
Agenda Item: 25-1725
Organization: EAST STAR DESIGN

- ☐ Speaker
☐ Non-Speaker
☐ Support
☒ Applicant/Representative
☐ Oppose
☐ Citizen Comments

WHAT IS THE PURPOSE OF CITIZEN COMMENTS?

Citizens are given an opportunity during each meeting to express their views and concerns to the P&Z Commission. The Commission is not permitted to respond to your comments during Citizen Comments.

CITIZENS COMMENTS PROCEDURES

When called, please step forward, state your name and address. Speakers will be permitted up to 5 minutes. Please refrain from personal criticism.

PUBLIC HEARING PROCEDURES

If you have material you would like to share with the Commission, you are encouraged to provide it to the P&Z Secretary prior to the meeting. The Secretary will make sure the members receive the material.

The applicant/representative will be permitted to make a presentation.

The public hearing will be opened and a speaker will be called to the podium. Please state your name and address for the record. Speakers will be permitted 5 minutes. Please refrain from personal criticism.



PUBLIC MEETING APPEARANCE CARD

Name: MIKE BUTH
Address: 8 SKYLINE Dr. Trophy Club
Phone Number: 817-966-5370
E-mail: mbuth1361@gmail.com
Agenda Item: car wash
Organization: ProTech Service Co.

☒ Speaker
☐ Non-Speaker
☒ Support
☐ Applicant/Representative
☐ Oppose

☐ Citizen Comments

WHAT IS THE PURPOSE OF CITIZEN COMMENTS?

Citizens are given an opportunity during each meeting to express their views and concerns to the P&Z Commission. The Commission is not permitted to respond to your comments during Citizen Comments.

CITIZENS COMMENTS PROCEDURES

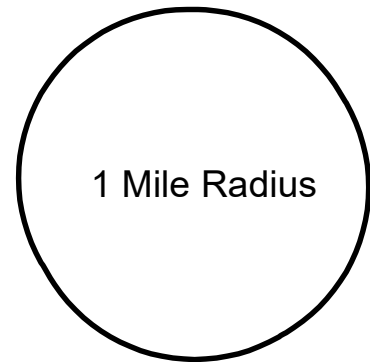
When called, please step forward, state your name and address. Speakers will be permitted up to 5 minutes. Please refrain from personal criticism.

PUBLIC HEARING PROCEDURES

If you have material you would like to share with the Commission, you are encouraged to provide it to the P&Z Secretary prior to the meeting. The Secretary will make sure the members receive the material.

The applicant/representative will be permitted to make a presentation.

The public hearing will be opened and a speaker will be called to the podium. Please state your name and address for the record. Speakers will be permitted 5 minutes. Please refrain from personal criticism.



Legend

- PROPERTY BND
- Car Wash Locations**
- CAR WASH TYPE**
- APPLICATION FOR CAR WASH
- EXPRESS CAR WASH
- FULL SERVICE CAR WASH
- GAS STATION CAR WASH
- MOBILE CLEANING SERVICE
- SELF-SERVICE CAR WASH
- City Limit Line

