



Town of Trophy Club

Meeting Agenda

Thursday, June 7, 2018

1 Trophy Wood Drive
Trophy Club, Texas 76262

Planning & Zoning Commission

Thursday, June 7, 2018

7:00 PM

Council Chambers

CALL TO ORDER AND ANNOUNCE A QUORUM

CITIZEN PRESENTATIONS

Citizens are allowed four (4) minutes to address the Commission regarding an item over which the Commission has policy or oversight authority as provided by Texas law, the ethics order, or other policy order.

REGULAR SESSION

1. [2018-255-T](#) **Case Z-18-001 (Unzoned Parcels)**
 - a. Conduct a Public Hearing regarding a Town-initiated request to zone approximately 2.15 acres of land to R-8 Single Family District, generally located northeast of SH 114 and 114 Business; to zone approximately 12.81 acres of land to GU Government Use District, generally located south of Indian Creek Drive and approximately 125 feet west of W. Hillside Place; and to zone approximately 0.50 acres of land to R-10 Single Family District, generally located south of Indian Creek Drive and approximately 30 feet east of Troon Drive, within Trophy Club's town limits.
 - b. Discussion and recommendation regarding a Town-initiated request to zone approximately 2.15 acres of land to R-8 Single Family District, generally located northeast of SH 114 and 114 Business; to zone approximately 12.81 acres of land to GU Government Use District, generally located south of Indian Creek Drive and approximately 125 feet west of W. Hillside Place; and to zone approximately 0.50 acres of land to R-10 Single Family District, generally located south of Indian Creek Drive and approximately 30 feet east of Troon Drive, within Trophy Club's town limits.

Attachments: [PZ Report 6.7.18.pdf](#)
[Exhibit A - Overall Location Map.pdf](#)
[Exhibit B - Proposed R-8 Parcel.pdf](#)
[Exhibit C - Proposed GU Parcel.pdf](#)
[Exhibit D - Proposed R-10 Parcel.pdf](#)
[Exhibit E - Amended Zoning Map.pdf](#)

2. [2018-256-T](#) Review and approve the minutes of the March 1, 2018 Planning and Zoning Commission Meeting.

Attachments: [PZ Minutes 03.01.2018 Final.pdf](#)

3. [2018-257-T](#) Town Planner Updates; update on previous cases heard by the Commission; Discussion on current Town development issues and development codes.

ADJOURN

***THE COMMISSION MAY CONVENE INTO EXECUTIVE SESSION TO DISCUSS POSTED ITEMS AS ALLOWED BY THE TEXAS OPEN MEETINGS ACT, TEXAS LOCAL GOVERNMENT CODE 551.071.**

Notice is hereby given that a quorum of the Town Council may be in attendance at this meeting.

CERTIFICATION

I certify that the above notice was posted on the bulletin board at Trophy Club Town Hall, 1 Trophy Wood Drive, Trophy Club, Texas, on June 1, 2018 by 5:00 P.M. in accordance with Chapter 551, Texas Government Code.

Julie Smestad
Administrative Specialist

If you plan to attend this public meeting and have a disability that requires special needs, please contact the Town Secretary's Office at 682-237-2900, 48 hours in advance and reasonable accommodations will be made to assist you.

I certify that the attached notice and agenda of items to be considered by this Board was removed by me from the bulletin board at Trophy Club Town Hall, 1 Trophy Wood Drive, Trophy Club, Texas, on the _____ day of _____, 2018.

_____, Title: _____

Legislation Details (With Text)

File #:	2018-255-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Regular Session	
File created:	5/31/2018	In control:		Planning & Zoning Commission	
On agenda:	6/7/2018	Final action:			
Title:	<p>Case Z-18-001 (Unzoned Parcels)</p> <p>a. Conduct a Public Hearing regarding a Town-initiated request to zone approximately 2.15 acres of land to R-8 Single Family District, generally located northeast of SH 114 and 114 Business; to zone approximately 12.81 acres of land to GU Government Use District, generally located south of Indian Creek Drive and approximately 125 feet west of W. Hillside Place; and to zone approximately 0.50 acres of land to R-10 Single Family District, generally located south of Indian Creek Drive and approximately 30 feet east of Troon Drive, within Trophy Club's town limits.</p> <p>b. Discussion and recommendation regarding a Town-initiated request to zone approximately 2.15 acres of land to R-8 Single Family District, generally located northeast of SH 114 and 114 Business; to zone approximately 12.81 acres of land to GU Government Use District, generally located south of Indian Creek Drive and approximately 125 feet west of W. Hillside Place; and to zone approximately 0.50 acres of land to R-10 Single Family District, generally located south of Indian Creek Drive and approximately 30 feet east of Troon Drive, within Trophy Club's town limits.</p>				
Attachments:	<p>PZ Report 6.7.18.pdf</p> <p>Exhibit A - Overall Location Map.pdf</p> <p>Exhibit B - Proposed R-8 Parcel.pdf</p> <p>Exhibit C - Proposed GU Parcel.pdf</p> <p>Exhibit D - Proposed R-10 Parcel.pdf</p> <p>Exhibit E - Amended Zoning Map.pdf</p>				

Date	Ver.	Action By	Action	Result
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Case Z-18-001 (Unzoned Parcels)

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To: Planning & Zoning Commission

From: Lisa Payne, Town Planner

CC: Thomas M. Class Sr., Town Manager
Holly Fimbres, Town Secretary/RMO

Re: Case Z-18-001
Planning & Zoning Commission Meeting, June 7, 2018

Agenda Item:

Case Z-18-001 (Unzoned Parcels)

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Overview:

On December 12, 2017, Town Council approved staff's update to the Town's zoning map which included reintroducing the proposed loop road to the map, adding color to each zoning district, and the correction of scrivener's errors. No zoning was changed with the update recommended by Council so it was not necessary to bring the zoning map before the Commission.

While researching the zoning of all properties in Town, staff discovered a few parcels were never included in zoning documentation. To assign a zoning district to these properties, public hearings are required to be held by P&Z and Town Council. Notice of public hearings has been given within the parameters set by Texas state law. If approved, zoning the subject properties

and amending the zoning map authorizes the Town to enforce zoning regulations on these parcels in an effort to protect the welfare of the citizens.

Zoning:

There are three locations in Town that are in need of a zoning district designation, as shown on Exhibit A. The first is at the southwest corner of Town located between SH 114 and the Village West subdivision (Exhibit B). This 2.15 acre property was included in the Village West plat before Trophy Club was established, but was removed via replat when the State of Texas obtained this portion of land, as well as adjacent vacant residential lots, so that SH 114 may be expanded by the Department of Transportation (TxDOT). As a result, the Town limits were mistakenly redrawn to exclude this property, seemingly because it was now owned by the State of Texas. Upon further review, staff confirmed that the southwest corner of Town is not on a curve or a hard corner, as shown in other Town maps. The divot that contributes to the strange shape of the subject property is due to an outlying parcel, owned by Texas Utilities Electric Company, which has not been annexed by Trophy Club or any surrounding municipality. A portion of the ramp that leads from SH 114's frontage road to the highway as it curves to the north occupies this space. The R-8 Single Family District zoning designation is appropriate for this property, as it was originally intended to contain single family homes in Village West. There will not be any new development on this property as it is being utilized by SH 114. The zoning of this property does not affect the highway or the adjacent homes, but merely corrects a scrivener's error. The proposed R-8 Single Family zoning conforms to the Comprehensive Land Use Plan's (CLUP) "Low Density Residential" designation for this area.

The second property being proposed for zoning is the Town-owned Harmony Park (Exhibit C) which is composed of two parcels – one includes the tennis, bocce ball, and basketball courts, and the other contains the playground, pavilion, and sports fields. Harmony Park's zoning district was never clearly defined on any zoning map and research showed that it wasn't included any of the adjacent districts. No changes or development outside of park uses are intended, as the Town recognizes the value of the 12.81 acres that Harmony Park contains, and intends to preserve this treasured property as an amenity for our citizens. Thus, staff proposes to zone the park as GU Government Use to ensure that Harmony Park remains an unrestricted public park to serve all people of the Town. The CLUP identifies this area as "Parks & Green Space" which correlates with GU zoning because the park is a government use.

The last property existing without a zoning designation is an often-missed 0.50 acre triangular piece of land that sits between Lake Cities Church of Christ and the Vineyards apartment complex, as shown on Exhibit D. It is split between Denton and Tarrant Counties; the Tarrant Co. portion is owned by First Madison Bank, FSB c/o Citibank, N.A., supposedly due to a foreclosure, and the Denton Co. portion is now owned by Denton County after a Sheriff's Deed was signed in 2017 due to a tax foreclosure lawsuit against First Madison Bank. This property is too small and oddly-shaped for anything to ever develop, but all land in Town needs an assigned zoning district so staff proposes an R-10 Single Family District zoning designation. This proposal is due to the fact that R-10 is the only contiguous district to this property other than PD Planned Development districts that are specific to their respective properties. This parcel is

identified as “Low Density Residential” on the CLUP, which endorses the R-10 zoning district proposal. The zoning of this property will not affect the Church of Christ, the Vineyards, or any adjacent residential property.

In addition, staff had the layout of the identification of the gas well sites revised. Rather than being shown as dark yellow to indicate the gas well use, the sites are now colored appropriately according to their zoning districts. The six gas well sites are not included in the zoning of PD Planned Development No. 27 which surrounds them. Each property is now labeled with its original zoning of either R-12 Single Family District or R-15 Single Family District. In order to keep track of gas well identification, the numbers that have historically labeled the sites on the zoning map remain, but are smaller and point to each property from a legible offsite location.

The proposed amended zoning map (Exhibit E) is attached for review.

Staff Recommendation:

Staff respectfully recommends approval of the zoning of the three subject areas and of the amended zoning map, as proposed.

Attachments:

- Exhibit A – Overall Location Map
- Exhibit B – Proposed R-8 Parcel
- Exhibit C – Proposed GU Parcel
- Exhibit D – Proposed R-10 Parcel
- Exhibit E – Amended Zoning Map

Exhibit A

Thursday, June 7, 2018

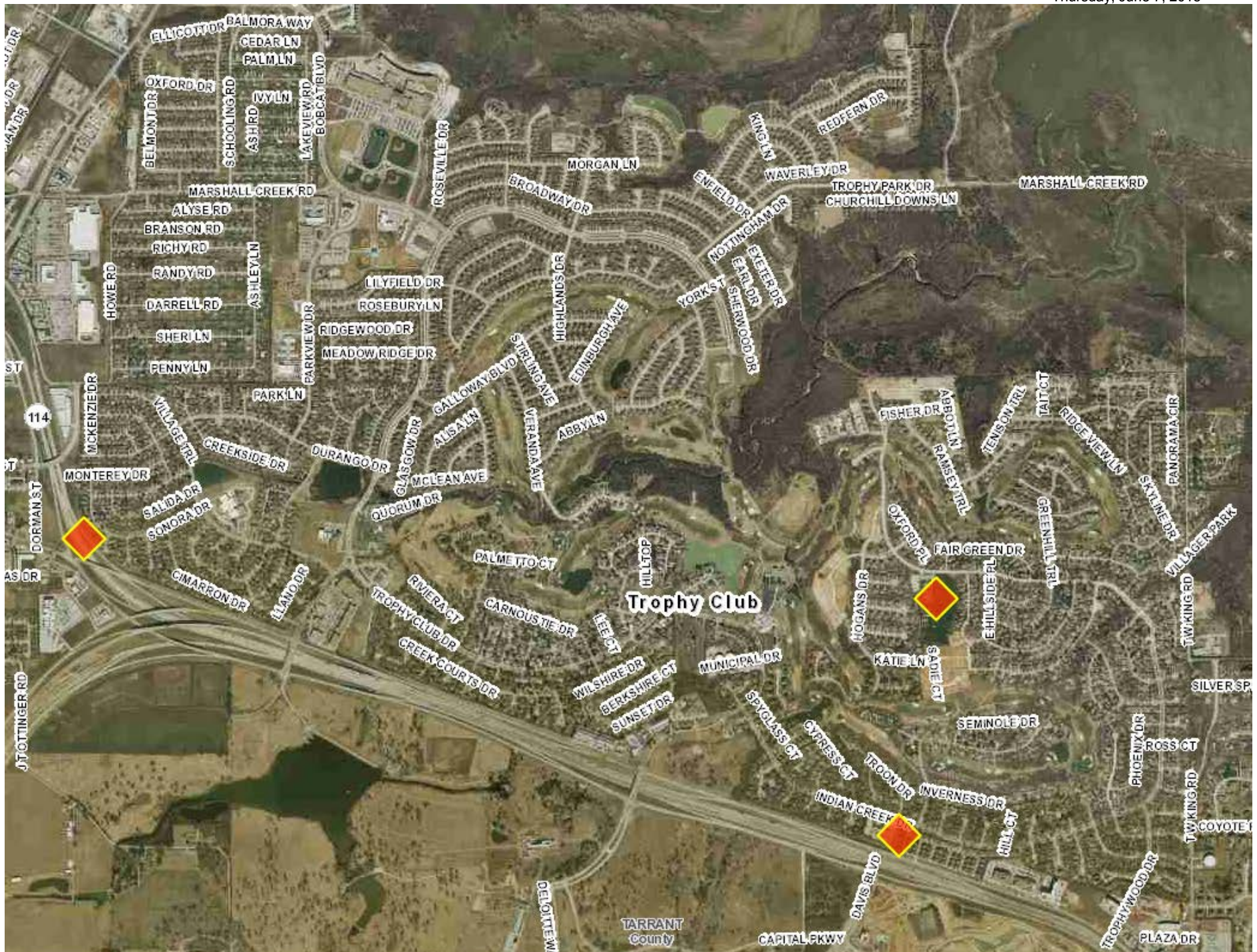


Exhibit B

Thursday, June 7, 2018



Exhibit C

Thursday, June 7, 2018



Exhibit D

Thursday, June 7, 2018



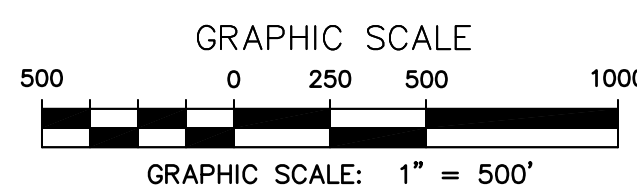
Exhibit E



ZONING MAP

June 2018

tnp



This is to certify that this is the Official Zoning Map referred to in Ordinance Number _____ of the Town of Trophy Club. Adopted on: _____.

MAYOR: _____ DATE _____

TOWN SECRETARY: _____ DATE _____

SEAL

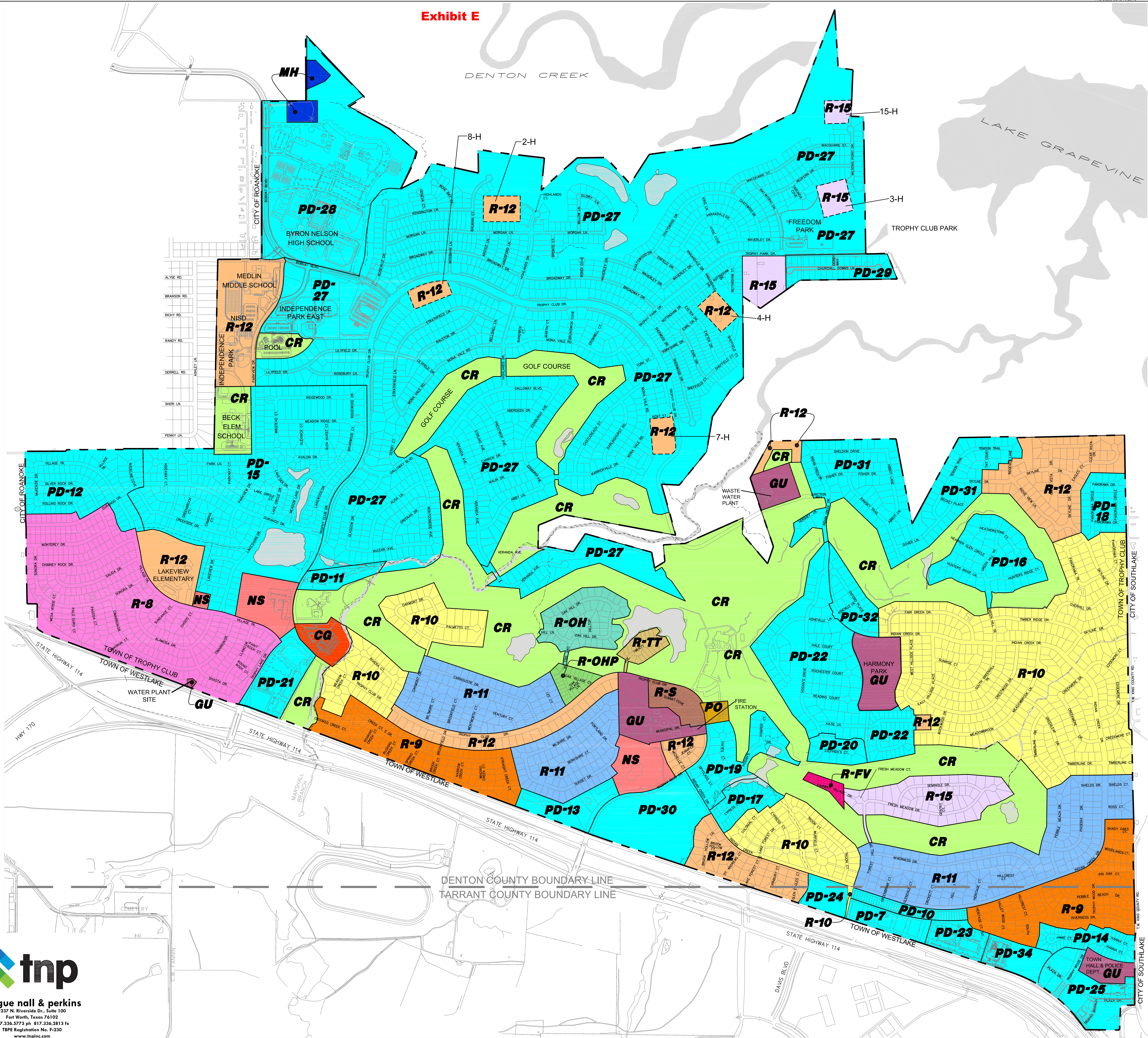
LEGEND OF ZONING DISTRICTS

CR	Commercial Recreation	R-FV	Fairway Village
CG	Commercial General	R-OH	Oak Hill
GU	Governmental Use	R-OHP	Oak Hill Patio
R-8	Single Family	R-S	Summit
R-9	Single Family	R-TT	Trophy Twenty
R-10	Single Family	MH	Manufactured Housing
R-11	Single Family	NS	Neighborhood Services
R-12	Single Family	PD	Planned Development
R-15	Single Family (Estate)	PO	Professional Office

#-H Gas Well Sites

P.D. #	Name of PD	Ordinance #	Date Approved
7	Vineyards	89-06	04/20/89
10	Townhomes	90-17	11/05/90
11	Quorum	90-19	11/05/90
12	Lakeside	93-06	08/17/93
13	Village	95-20	11/21/95
14	Village of Trophy Club	95-21	11/21/95
15	Lakes	96-07B	06/16/96
16	Knoll	98-09	08/01/98
17	Villas/Hogan's Glen	98-10	08/01/98
18	Fox Pointe	98-21PZ	07/21/98
19	Estates/Hogan's Glen PH.1	98-24A P&Z	08/16/98
20	Estates/Hogan's Glen PH.2	1999-11 P&Z	06/01/99
21	Plaza	1999-17 P&Z	07/06/99
22	Waters Edge/Hogan's Glen	2000-09 P&Z	05/02/00
23	Trophy Club Medical Plaza	2002-29 P&Z	08/19/02
24	Lake Cities Church of Christ	2002-26 P&Z	07/15/02
25	Trophy Wood (Business) Center	2002-41 P&Z	12/02/02
27	Highlands at Trophy Club	2006-11 P&Z	05/09/06
28	NISD High School No. 2	2007-11 P&Z	03/05/07
29	Churchill Downs	2008-16 P&Z	07/07/08
30	The Shops at Trophy Club	2012-04 P&Z	01/26/12
31	Canterbury Hills I	2013-08 P&Z	03/04/13
32	Canterbury Hills II	2013-08 P&Z	03/04/13
34	Trophy Wood Commercial Center	2013-18 P&Z	08/05/13

"This is to certify that this is the Official Zoning Map referred to in Section 1.03, OFFICIAL ZONING MAP, of Ordinance Number 2000-06 P&Z of the Town of Trophy Club, Texas"



Legislation Details (With Text)

File #: 2018-256-T **Version:** 1 **Name:**
Type: Agenda Item **Status:** Regular Session
File created: 5/31/2018 **In control:** Planning & Zoning Commission
On agenda: 6/7/2018 **Final action:**
Title: Review and approve the minutes of the March 1, 2018 Planning and Zoning Commission Meeting.
Attachments: [PZ Minutes 03.01.2018 Final.pdf](#)

Date	Ver.	Action By	Action	Result
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Review and approve the minutes of the March 1, 2018 Planning and Zoning Commission Meeting.



Town of Trophy Club

1 Trophy Wood Drive
Trophy Club, Texas 76262

Meeting Minutes Planning & Zoning Commission

March 01, 2018

7:00 p.m.

Council Chambers

CALL TO ORDER AND ANNOUNCE A QUORUM

Chairman Sheridan called the March 01, 2018 Planning & Zoning Commission to order at 7:00 p.m. and announced a quorum present (5 members).

Commissioners Present:

Chairman Dennis Sheridan
Vice Chairman Michael Pipkins
Commissioner Jeffrey Beach
Commissioner Brandon Blake
Commissioner Jacob Gibson

Commissioners Absent:

Commissioner Michael Branum (excused)
Commissioner Michael Biggs (excused)

Staff and Guests Present:

Lisa Payne	Town Planner
Julie Smestad	Recording Secretary

CITIZEN PRESENTATIONS

Citizens are allowed four (4) minutes to address the Commission regarding an item over which the Commission has policy or oversight authority as provided by Texas law, the ethics order, or other policy order.

Chairman Sheridan asked if there were any public requests to speak. No public requests were submitted.

REGULAR SESSION

2018-105-T Case ME-18-001 (Church at Trophy Lakes Monument Sign)
Discussion and recommendation regarding a request for a Meritorious Exception for a proposed monument sign to be located at 800 Trophy Club Drive, within the Neighborhood Services (NS) zoning district.

Pastor Barry Clingan, 800 Trophy Club Drive, addressed the Commission and was available for questions.

Chairman Sheridan asked for the staff report, which was presented by Lisa Payne, Town Planner.

Discussion included aesthetics and placement of the sign.

Chairman Sheridan moved to recommend approval as presented with clarification that:

- a. The sign's material and lighting will blend with the Town's existing roundabout sign;
- b. The sign will be oriented toward the corner of Village Trail and Trophy Lake Drive;
and
- c. The sign will be installed within 10 feet of the property's 30 foot building line.

Motion was seconded by Vice Chariman Pipkins.

Chairman Sheridan asked for final comments. No additional comments were made.

Chairman Sheridan asked for a vote.

The motion carried unanimously.

**2018-106-T Case TUP-18-005 (TCWC Community Garage Sales)
Discussion and recommendation regarding a request from Trophy Club Women's Club for a Temporary Use Permit by Special Privilege to allow two community garage sales in calendar year 2018.**

Chairman Sheridan asked for the staff report, which was presented by Lisa Payne, Town Planner.

Chairman Sheridan moved to recommend approval as presented.

Motion was seconded by Commissioner Gibson.

Chairman Sheridan asked for a vote.

The motion carried 4-0-1 with Chairman Sheridan and Commissioners Beach, Blake and Gibson voting in favor and Vice Chairman Pipkins abstaining due to association with the item.

**2018-107-T Status of Zoning Ordinance and Zoning Map
Receive an update from Town staff regarding the status of the Town's Zoning Ordinance and Zoning Map.**

Staff updates were given by Lisa Payne, Town Planner.

This item was simply informative, so no action was taken.

2018-103-T Review and approve the minutes of the January 25, 2018 Planning & Zoning Commission Meeting.

Chairman Sheridan asked for questions or corrections from Commissioners. There were none.

Chairman Sheridan moved to approve the January 25, 2018 minutes as written, which was seconded by Commissioner Beach.

Chairman Sheridan asked for a vote.

The motion carried unanimously.

**2018-104-T Town Planner Updates; update on previous cases heard by the Commission;
Discussion on current Town development issues and development codes.**

Chairman Sheridan asked for the staff updates.

Staff updates were given by Lisa Payne, Town Planner.

ADJOURN

Chairman Blake moved to adjourn, and was seconded by Vice Chairman Pipkins.

Chairman Sheridan asked for a vote.

The motion carried unanimously.

The meeting was adjourned at 7:46 p.m.

Dennis Sheridan, Chairman
Planning & Zoning Commission
Town of Trophy Club, Texas

Julie Smestad, Recording Secretary
Community Development
Town of Trophy Club, Texas

Legislation Details (With Text)

File #: 2018-257-T **Version:** 1 **Name:**
Type: Agenda Item **Status:** Regular Session
File created: 5/31/2018 **In control:** Planning & Zoning Commission
On agenda: 6/7/2018 **Final action:**
Title: Town Planner Updates; update on previous cases heard by the Commission; Discussion on current Town development issues and development codes.

Attachments:

Date	Ver.	Action By	Action	Result
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Town Planner Updates; update on previous cases heard by the Commission; Discussion on current Town development issues and development codes.