



Town of Trophy Club

1 Trophy Wood Drive
Trophy Club, Texas 76262

Meeting Agenda

Planning & Zoning Commission

Thursday, February 7, 2019

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. [2019-085-T](#) **Case TUP-19-001 (PD-30 Retail Construction Trailer)**
Discussion and recommendation regarding a request for a Temporary Use Permit to allow a construction trailer on the PD-30 retail property, generally located on the northeast corner of Trophy Club Drive and SH 114.

 Attachments: [PZ Report 2.7.19.pdf](#)
 [Exhibit A - Site Layout.pdf](#)
 [Exhibit B - Aerial View.pdf](#)

2. [2019-086-T](#) **Case TUP-19-002 (PD-30 Multifamily Construction Trailer)**
Discussion and recommendation regarding a request for a Temporary Use Permit to allow a construction trailer on the PD-30 multifamily property, generally located east of Trophy Club Drive and approximately 800 feet north of SH 114.

 Attachments: [PZ Report 2.7.19.pdf](#)
 [Exhibit A - Site Layout.pdf](#)
 [Exhibit B - Construction Trailer.pdf](#)

3. [2019-087-T](#) **Case PD-AMD-19-001 (HG Sply Co. Sign Package)**
- A. Conduct a Public Hearing regarding a request to amend Ordinance No. 2017-08 P&Z, Planned Development District No. 25, in order to provide a sign package for the HG Sply Co. building, generally located northwest corner of SH 114 and Trophy Wood Drive.
 - B. Discussion and recommendation regarding a request to amend Ordinance No. 2017-08 P&Z, Planned Development District No. 25, in order to provide a sign package for the HG Sply Co. building, generally located northwest corner of SH 114 and Trophy Wood Drive.
- Attachments:** [PZ Report 2.7.19.pdf](#)
[Exhibit A - Sign A.pdf](#)
[Exhibit B - Sign B.pdf](#)
[Exhibit C - Sign C.pdf](#)
[Exhibit D - Sign D.pdf](#)
[Exhibit E - Sign E.pdf](#)
[Exhibit F - Sign F.pdf](#)
[Exhibit G - Sign G.pdf](#)
[Exhibit H - Sign Locations.pdf](#)
4. [2019-088-T](#) **Case O-AMD-19-001 (Community Garage Sale Process)**
- A. Conduct a Public Hearing regarding a request to remove Sections 14.02.251(a)(1), 14.02.251(a)(10), and 14.02.251(d) of the Temporary Use regulations within the Trophy Club Code of Ordinances to transfer approval authority of community garage sales from the Planning & Zoning Commission and Town Council to the Special Events Committee.
 - B. Discussion and recommendation regarding a request to remove Sections 14.02.251(a)(1), 14.02.251(a)(10), and 14.02.251(d) of the Temporary Use regulations within the Trophy Club Code of Ordinances to transfer approval authority of community garage sales from the Planning & Zoning Commission and Town Council to the Special Events Committee.
- Attachments:** [PZ Report 2.7.19.pdf](#)
5. [2018-074-T](#) Review and approve the minutes of the January 3, 2019 Planning & Zoning Commission Meeting.
- Attachments:** [PZ Minutes 01.03.19 DRAFT.pdf](#)
6. [2016-714-T](#) Recieve Town Planner updates on previous cases heard by the Commission and active development in town.

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 February 1, by 5:00 P.M. in accordance with Chapter 551, Texas Government Code.

Diane Mackres

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 Commission was removed by me from the bulletin board at Trophy Club Town Hall, 1 Trophy Wood Drive, Trophy Club, Texas, on the _____ day of _____, 2019.

_____, Title: _____

Legislation Details (With Text)

File #:	2019-085-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Regular Session	
File created:	1/30/2019	In control:		Planning & Zoning Commission	
On agenda:	2/7/2019	Final action:			
Title:	Case TUP-19-001 (PD-30 Retail Construction Trailer) Discussion and recommendation regarding a request for a Temporary Use Permit to allow a construction trailer on the PD-30 retail property, generally located on the northeast corner of Trophy Club Drive and SH 114.				
Attachments:	PZ Report 2.7.19.pdf Exhibit A - Site Layout.pdf Exhibit B - Aerial View.pdf				

Date	Ver.	Action By	Action	Result
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Case TUP-19-001 (PD-30 Retail Construction Trailer)

Discussion and recommendation regarding a request for a Temporary Use Permit to allow a construction trailer on the PD -30 retail property, generally located on the northeast corner of Trophy Club Drive and SH 114.



1 Trophy Wood Drive, Trophy Club, TX 76262 | 682.237.2900 | info@trophyclub.org | trophyclub.org

To: Planning & Zoning Commission

From: Lisa Payne, Town Planner

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

Re: Case TUP-19-001
Planning & Zoning Commission Meeting, February 7, 2019

Agenda Item:

Case TUP-19-001 (PD-30 Retail Construction Trailer)

Discussion and recommendation regarding a request for a Temporary Use Permit to allow a construction trailer on the PD-30 retail property, generally located on the northeast corner of Trophy Club Drive and SH 114.

Strategic Link:

Infrastructure & Development – Foster a business-friendly environment.

Background and Explanation:

According to Sec. 14.02.251 of the Code of Ordinances, construction offices that are used temporarily by contractors during the construction of buildings must obtain a Temporary Use Permit (TUP) through approval from Town Council, after recommendation by the Planning & Zoning Commission. In addition, the allowed time period may tie into the schedule of construction, with annual renewal through this same process, if necessary.

The applicant is requesting approval of a TUP to allow one construction trailer and temporary fencing to locate on the retail portion of the PD-30 property while construction is ongoing. The construction trailer is situated on the pad site that is not under construction at this time. Chain link fencing may be used in the future to secure storage items next to the trailer. Refer to Exhibits A & B for layout details.

Construction of the five retail buildings and all infrastructure on this lot is expected to be completed by December 2019, so the applicant requests that the TUP is active until December 31, 2019, if approved.

Financial Considerations:

Not applicable.

Legal Review:

This item is currently under review by the Town Attorney.

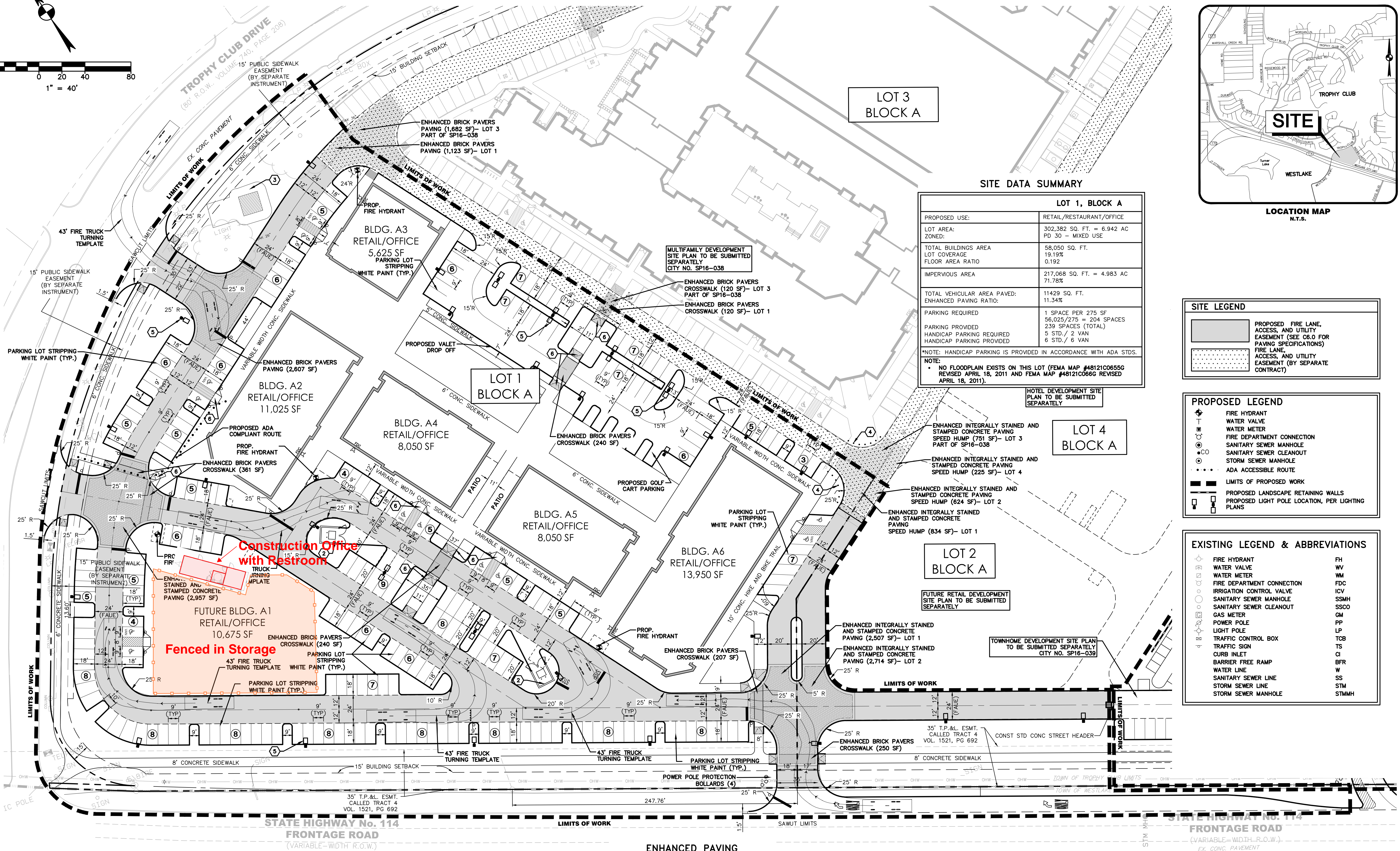
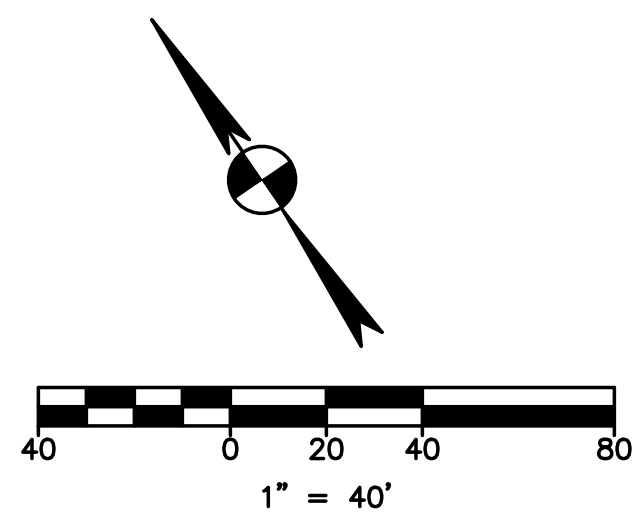
Staff Recommendation:

Staff recommends approval of the Temporary Use Permit through December 31, 2019.

Attachments:

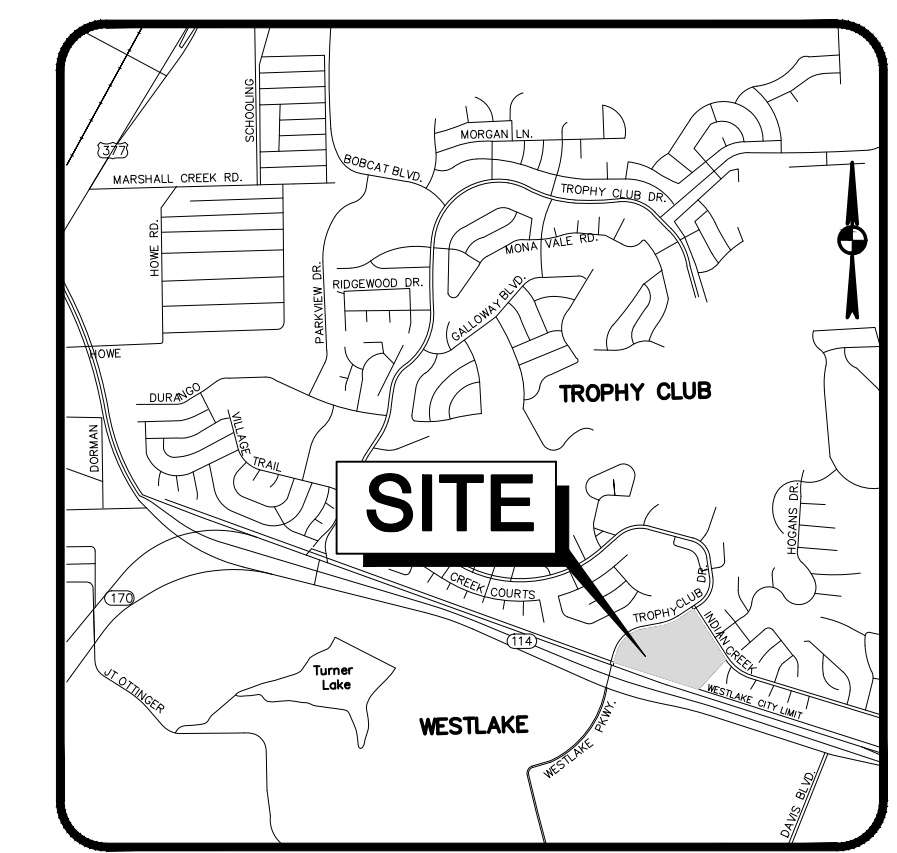
- Exhibit A – Site Layout
- Exhibit B – Aerial View

Exhibit A



SITE DATA SUMMARY

LOT 1, BLOCK A	
PROPOSED USE:	RETAIL/RESTAURANT/OFFICE
LOT AREA:	302,382 SQ. FT. = 6.942 AC
ZONED:	PD 30 - MIXED USE
TOTAL BUILDINGS AREA	58,050 SQ. FT.
LOT COVERAGE	19.19%
FLOOR AREA RATIO	0.192
IMPERVIOUS AREA	217,068 SQ. FT. = 4.983 AC
	71.78%
TOTAL VEHICULAR AREA PAVED:	11429 SQ. FT.
ENHANCED PAVING RATIO:	11.34%
PARKING REQUIRED	1 SPACE PER 275 SF
PARKING PROVIDED	56,025/275 = 204 SPACES
HANDICAP PARKING REQUIRED	239 SPACES (TOTAL)
HANDICAP PARKING PROVIDED	5 STD./ 2 VAN
	6 STD./ 6 VAN
*NOTE: HANDICAP PARKING IS PROVIDED IN ACCORDANCE WITH ADA STDS.	
NOTE:	
* NO FLOODPLAIN EXISTS ON THIS LOT (FEMA MAP #48121C0655G REVISED APRIL 18, 2011 AND FEMA MAP #48121C0686G REVISED APRIL 18, 2011).	



SITE LEGEND	
	PROPOSED FIRE LANE, ACCESS, AND UTILITY EASEMENT (SEE 06.0 FOR PAVING SPECIFICATIONS)
	FIRE LANE, ACCESS, AND UTILITY EASEMENT (BY SEPARATE CONTRACT)

PROPOSED LEGEND	
	FIRE HYDRANT
	WATER VALVE
	WATER METER
	FIRE DEPARTMENT CONNECTION
	IRRIGATION CONTROL VALVE
	SANITARY SEWER MANHOLE
	SANITARY SEWER CLEANOUT
	STORM SEWER MANHOLE
	ADA ACCESSIBLE ROUTE
	LIMITS OF PROPOSED WORK
	PROPOSED LANDSCAPE RETAINING WALLS
	PROPOSED LIGHT POLE LOCATION, PER LIGHTING PLANS

EXISTING LEGEND & ABBREVIATIONS	
	FH
	WV
	WM
	FDC
	ICV
	SSMH
	SSCO
	GM
	PP
	LP
	TCB
	TS
	CI
	BFR
	W
	SS
	STM
	STMH

NOTE:

- PROPOSED 15' x 13' x 8' MASONRY DUMPSTER ENCLOSURE (FACIA MATERIALS FOR THE DUMPSTER ENCLOSURE TO BE BRICK OR STONE AND OF COLOR, TEXTURE, AND PATTERN TO COMPLEMENT BUILDING FACIA, MATERIALS AND LOOK AS PROVIDED TO TOWN WITH SITE PLAN APPLICATION.
- EXISTING CLOCK TOWER FOOTPRINT
- BOLLARDS (BRONZE COLOR) AT 5' O.C. REQUIRED AT ZERO CURB HEIGHT.
- REFER TO ATTACHED PHOTOMETRIC PLANS FOR MORE DETAIL ABOUT LIGHT POLE SIZING AND LOCATIONS
- CONSTRUCT BARRIER FREE RAMPS (TYP.)

ENHANCED PAVING CALCULATIONS (IN SF)

TOTAL PAVED	65,717 AREA
ENHANCED AREA	2507 SOUTH ENTRY
	2857 WEST ENTRY 1
	2607 WEST ENTRY 2
	1123 MF ENTRY 1
	834 MF ENTRY 2
	207 CROSSWALK
	250 CROSSWALK
	240 CROSSWALK
	120 CROSSWALK
	361 CROSSWALK
	11,206 TOTAL
PERCENTAGE PROVIDED	11,206/65,717 = 17.05%
PERCENTAGE REQUIRED	10%

FIRE NOTES

- ALL FIRE APPARATUS ACCESS ROADS TO BE CONSTRUCTED TO MEET 80,000 LBS APPARATUS WEIGHT REQUIRED.

SURVEYOR:
STANTEC CONSULTING SERVICES INC.
12222 MERIT DRIVE
SUITE 400
DALLAS, TEXAS 75251
PH: (972) 991-0011
CONTACT: DAVE DE WEIRDT, R.P.L.S.
TBPLS #: 10194229

OWNER / DEVELOPER:
JSB PROPERTIES, L.P. AND JLS, LLC
13101 PRESTON ROAD, SUITE 510
DALLAS, TEXAS 75240
PH: (214) 556-6208
CONTACT: CHASE MCCREA

CIVIL ENGINEER/PREPARER:
STANTEC CONSULTING SERVICES INC.
12222 MERIT DRIVE
SUITE 400
DALLAS, TEXAS 75251
PH: (972) 991-0011
CONTACT: SCOTT L. GRAVES, P.E.
TBPE #: F-6324

SITE PLAN
TROPHY CLUB TOWN CENTER
LOT 1, BLOCK A - RETAIL
BEING ALL OF TRACTS 1, 2, 3 & 4
SITUATED IN THE C. MEDLIN SURVEY, ABSTRACT NO. 823
TOWN OF TROPHY CLUB, DENTON COUNTY, TEXAS
AUGUST 21, 2017

CAUTION !!
CONTRACTOR IS TO CONTACT TEXAS ONE-CALL SYSTEM (1-800-245-4545) OR OTHER UTILITY LOCATING SERVICES AT LEAST 48 HOURS PRIOR TO CONSTRUCTION ACTIVITIES. STANTEC CONSULTING SERVICES INC. IS NOT RESPONSIBLE FOR KNOWING ALL EXISTING UTILITIES IN THE PROJECT AREA NOR FOR DEPICTING THE EXACT LOCATIONS OF UTILITIES ON THESE DRAWINGS.

STANTEC CONSULTING SERVICES, INC.
TROPHY CLUB REFERENCE BENCHMARK:
ELEVATIONS SHOWN HEREON ARE BASED ON NAVD 88
USING GEOID 12A AND REFERENCED TO THE LEICA
GEOSYSTEMS NORTH TEXAS SMARTNET GPS NETWORK
2018/06/29 3:53 PM BY: R. R. Rodney
V:\2222\active\2222\038\civil\CAD\Draw\Other\Block A\Sheet\2222000000.dwg
Planning and Zoning Commission

12222 MERIT DRIVE, SUITE 400
DALLAS, TEXAS 75251 Tel: (972) 991-0011
www.stantec.com
TBPE # F-6324 TBPLS # F-10194229
The Contractor and user shall be responsible for all dimensions. DO NOT scale the drawing. Any errors or omissions shall be reported to Stantec without delay. Stantec shall not be responsible for any errors or omissions on drawings reproduced or used for any purpose other than that authorized by Stantec's license.

Client/Project	TROPHY CLUB TOWN CENTER LOT 1, BLOCK A - RETAIL
Permit-Seal	
File Name:	2222000000.dwg
Project Number:	222210623
Drawn	Chld
Checked	Dign
Design	YY.MM.DD
Drawing No.	C2.0
Revision	Sheet

9 of 39

Thursday February 7, 2019



Legislation Details (With Text)

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Attachments:	PZ Report 2.7.19.pdf Exhibit A - Site Layout.pdf Exhibit B - Construction Trailer.pdf				

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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 TUP-19-002
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The applicant is requesting approval of a TUP to allow one construction trailer and temporary fencing to locate on the multifamily portion of the PD-30 property while construction is ongoing. The construction trailer will be situated in the newly poured parking spaces and the chain link fence will surround the entire lot. Screening will be attached to the portion of the chain link fence that abuts Trophy Club Drive and a double-gate entryway will be provided on each end of the fenced-in area for personnel to enter the site. Refer to Exhibits A & B for layout details.

Construction of the multifamily complex and all infrastructure on this lot is expected to be completed by May 2020, so the applicant requests that the TUP is active until May 31, 2020, if approved.

Financial Considerations:

Not applicable.

Legal Review:

This item is currently under review by the Town Attorney.

Staff Recommendation:

Staff recommends approval of the Temporary Use Permit through May 31, 2020.

Attachments:

- Exhibit A – Site Layout
- Exhibit B – Construction Trailer

Exhibit A

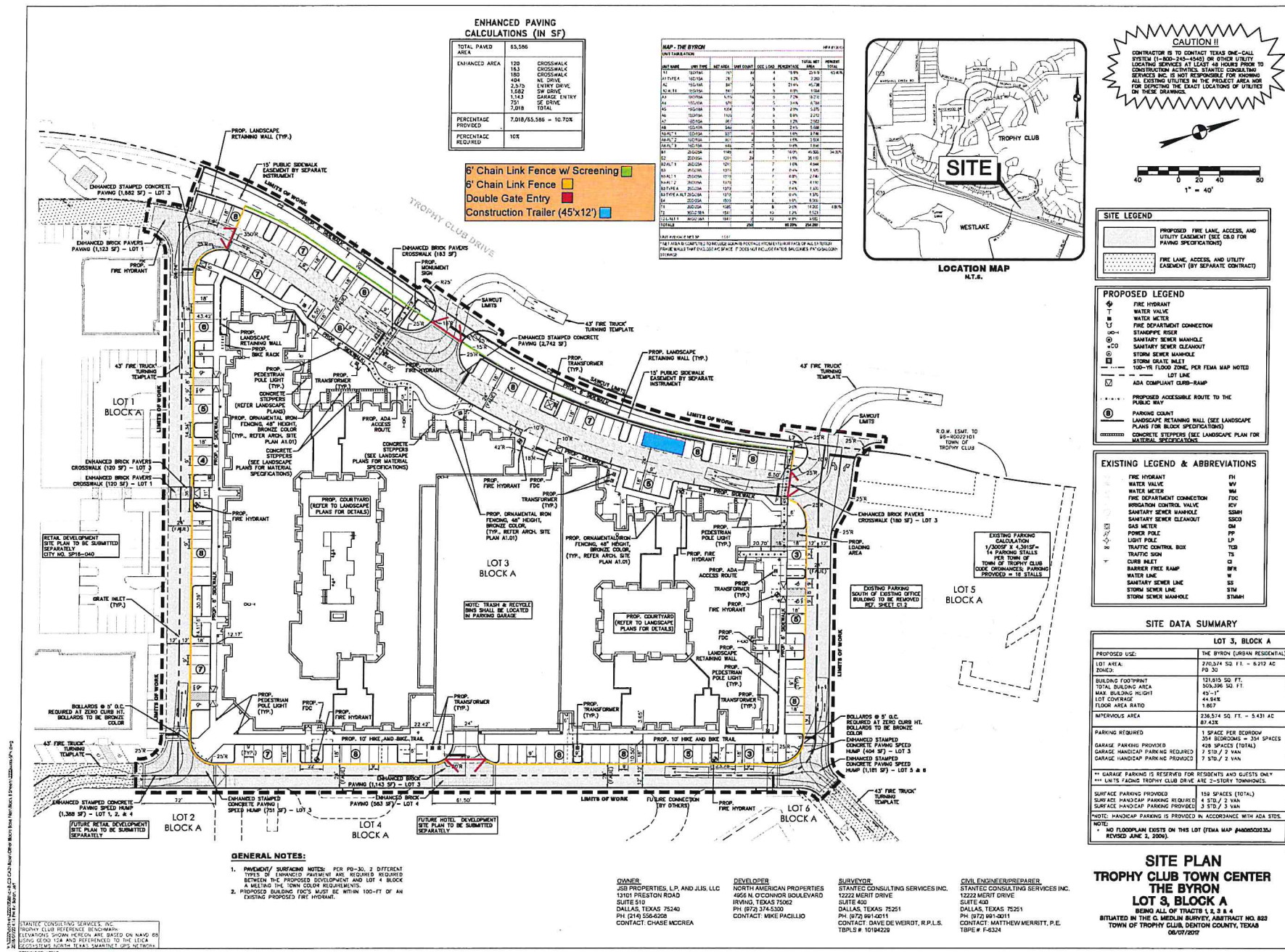


Exhibit B



OUR TRAILER will be on concrete paving
100% of the time!

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Attachments:	<p>PZ Report 2.7.19.pdf</p> <p>Exhibit A - Sign A.pdf</p> <p>Exhibit B - Sign B.pdf</p> <p>Exhibit C - Sign C.pdf</p> <p>Exhibit D - Sign D.pdf</p> <p>Exhibit E - Sign E.pdf</p> <p>Exhibit F - Sign F.pdf</p> <p>Exhibit G - Sign G.pdf</p> <p>Exhibit H - Sign Locations.pdf</p>				

Date	Ver.	Action By	Action	Result
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Case PD-AMD-19-001 (HG Sply Co. Sign Package)

- A. Conduct a Public Hearing regarding a request to amend Ordinance No. 2017-08 P&Z, Planned Development District No. 25, in order to provide a sign package for the HG Sply Co. building, generally located northwest corner of SH 114 and Trophy Wood Drive.
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- B. Discussion and recommendation regarding a request to amend Ordinance No. 2017-08 P&Z, Planned Development District No. 25, in order to provide a sign package for the HG Sply Co. building, generally located northwest corner of SH 114 and Trophy Wood Drive.

Strategic Link:

Infrastructure & Development – Foster a business-friendly environment.

Background and Explanation:

The Development Standards for the PD Planned Development No. 25 district require sign packages to be approved as an amendment to the ordinance. HG Sply Co. is requesting approval of their sign package for their building at 2980 SH 114 which is slated to open this spring. No revisions are proposed to the PD-25 Development Standards.

HG Sply Co. is proposing to have 7 signs/artwork on the building, which are identified on Exhibit H. All of the signs have features that are prohibited by the Code of Ordinances, but were approved for Bread Winners on August 23, 2016. These features include projecting signs, roof signs, exposed neon, and signs painted directly on the building.

Sign A (Exhibit A) is located on the wall of the eastern end of the building and advertises Mudsmith. It is a maroon aluminum sign that uses yellow and white exposed neon to spell out the message and is approximately 97 square feet in area.

Sign B (Exhibit B) is located on the southeast corner of the building and advertises Mudsmith. It is a maroon aluminum projecting sign that uses yellow exposed neon to spell out the message and is approximately 61 square feet in area.

Sign C (Exhibit C) is located in the middle of the southern wall and advertises HG Sply Co. It is roof-mounted red aluminum channel letters that use white exposed neon to spell out the message and is approximately 56 square feet in area.

Sign D (Exhibit D) is located at the rear of the building on the east side of the wooden wall that dissects the Quonset hut and it advertises HG Sply Co. It is black paint applied directly to the wall and it measures approximately 64 square feet in area.

Sign E (Exhibit E) is located at the rear of the building on the west side of the wooden wall that dissects the Quonset hut and it advertises HG Sply Co. It is black paint applied directly to the wall and it measures approximately 64 square feet in area.

Sign F (Exhibit F) is located in the middle of the western end of the building and is a mural painted on the wall rather than a written advertisement. It is a black and white painting of a photograph and it fills the wall, measuring approximately 448 square feet of area.

Sign G (Exhibit G) is located at the southern corner of the western wall and advertises HG Sply Co. It is a black background painted directly onto the entire wall with white painted lettering on top, measuring approximately 308 square feet of area.

Financial Considerations:

Not applicable.

Legal Review:

This item is currently under review by the Town Attorney.

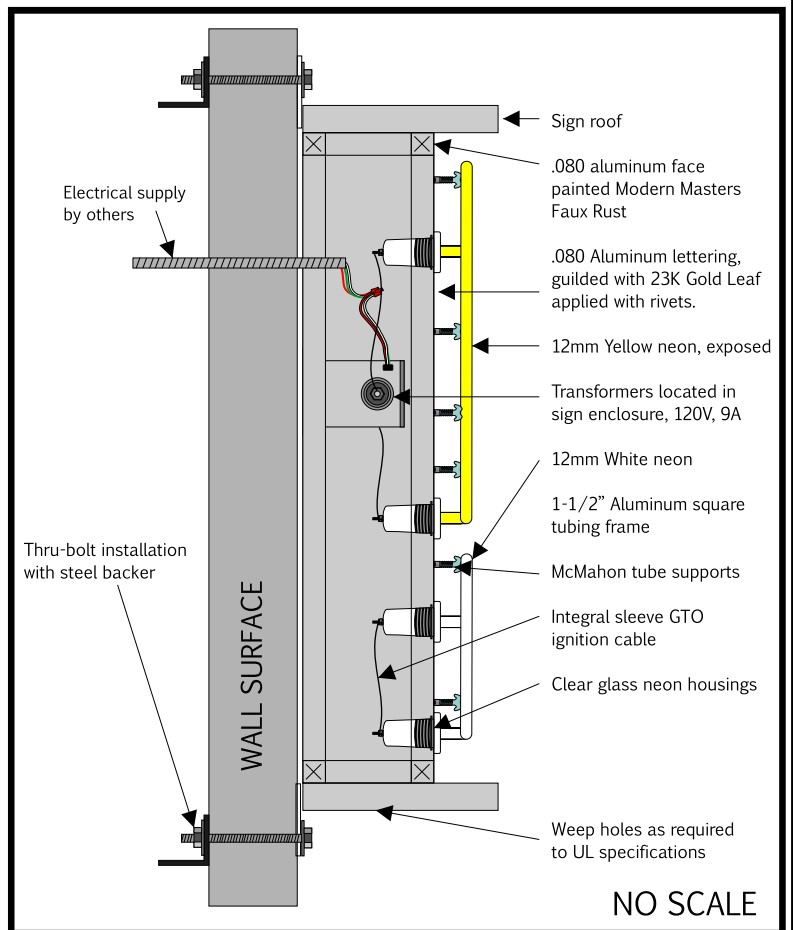
Staff Recommendation:

Staff recommends approval of the sign package as an amendment to PD Planned Development District No. 25.

Attachments:

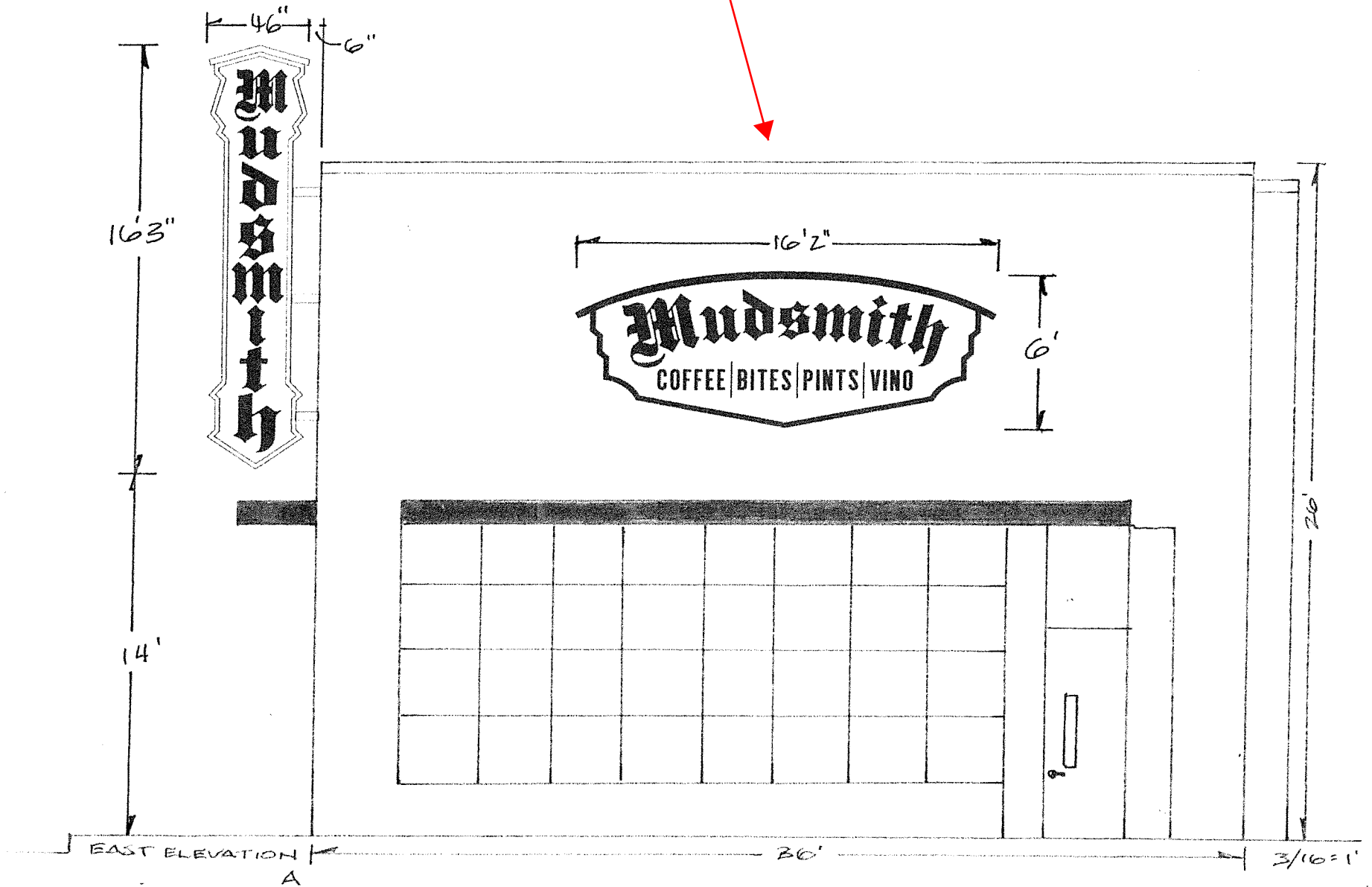
- Exhibit A – Sign A
- Exhibit B – Sign B
- Exhibit C – Sign C
- Exhibit D – Sign D
- Exhibit E – Sign E
- Exhibit F – Sign F
- Exhibit G – Sign G
- Exhibit H – Sign Locations

Sign A



UL Listed

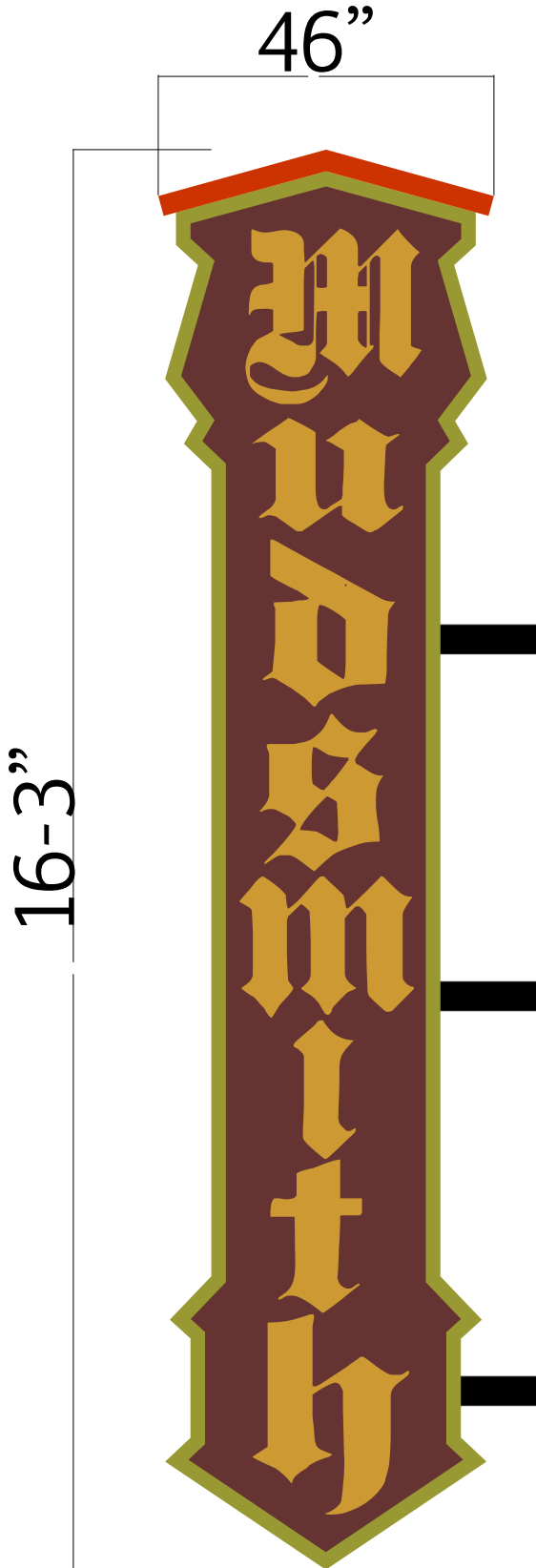
Sign A



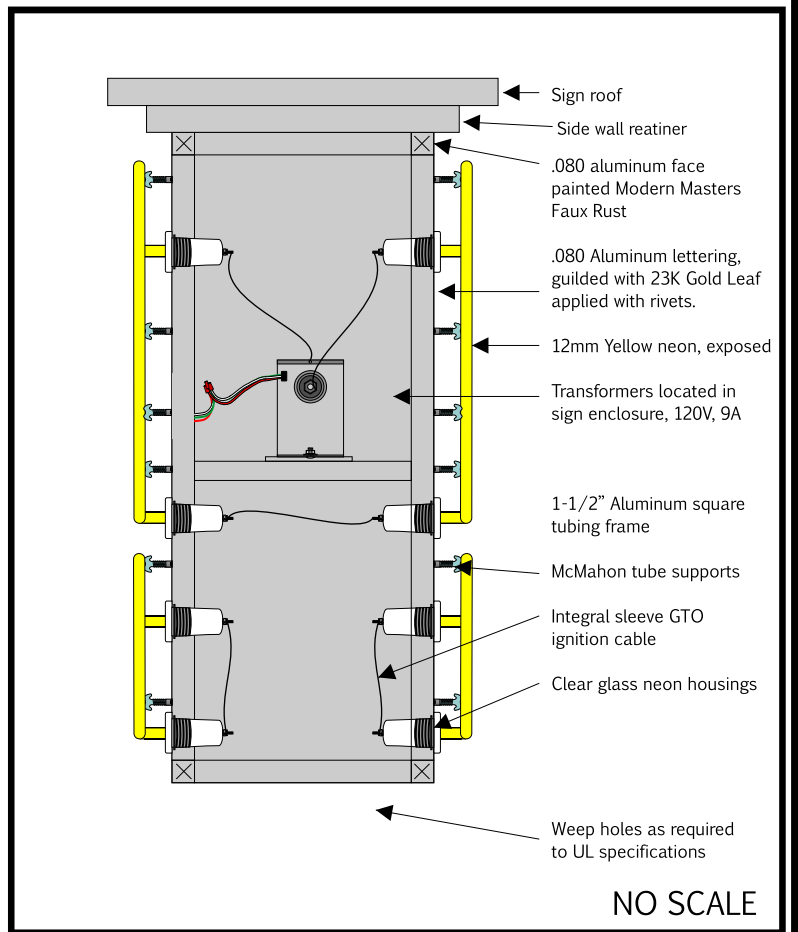
Sign A



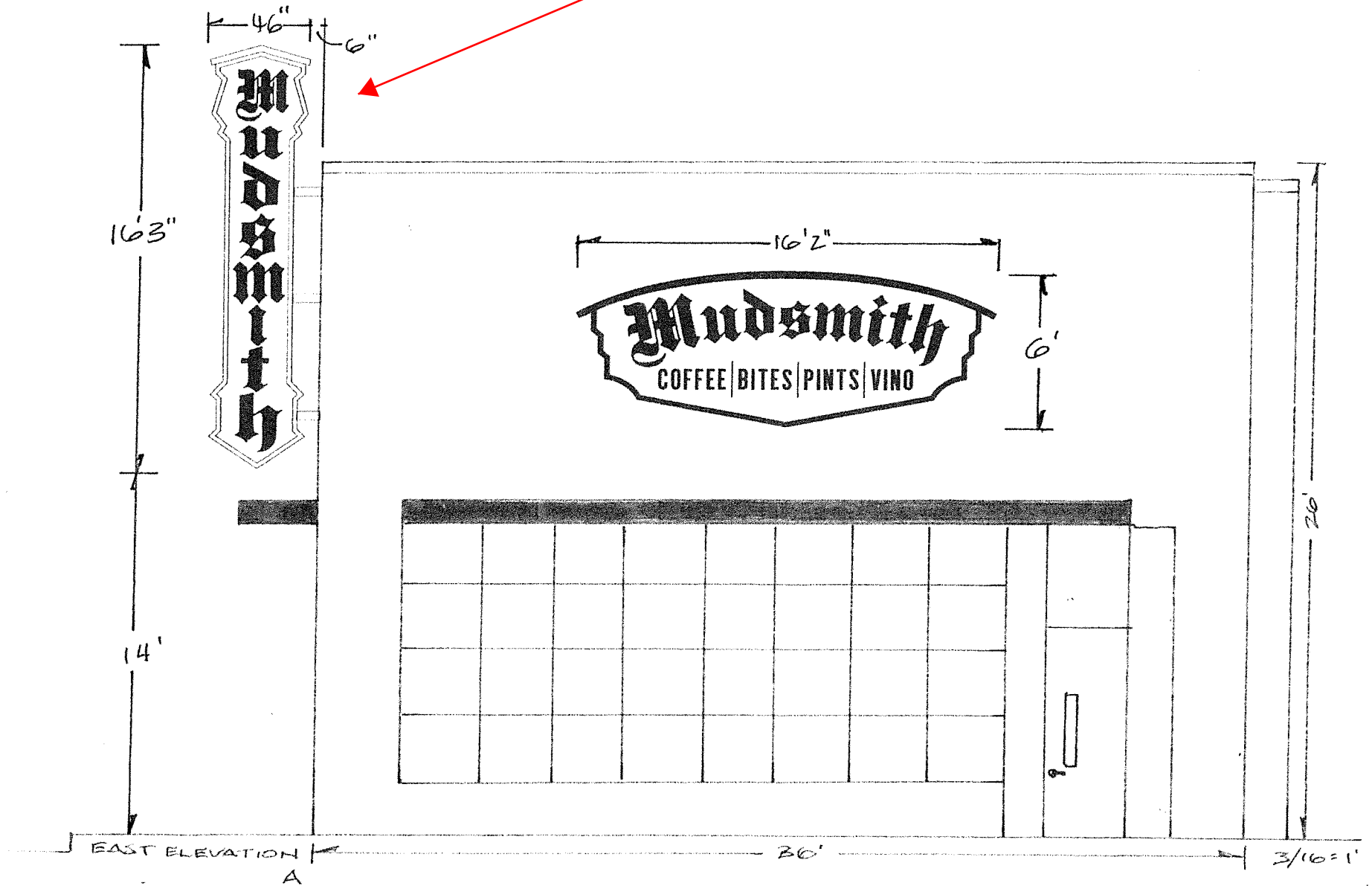
Sign B



UL Listed



Sign B



Sign B

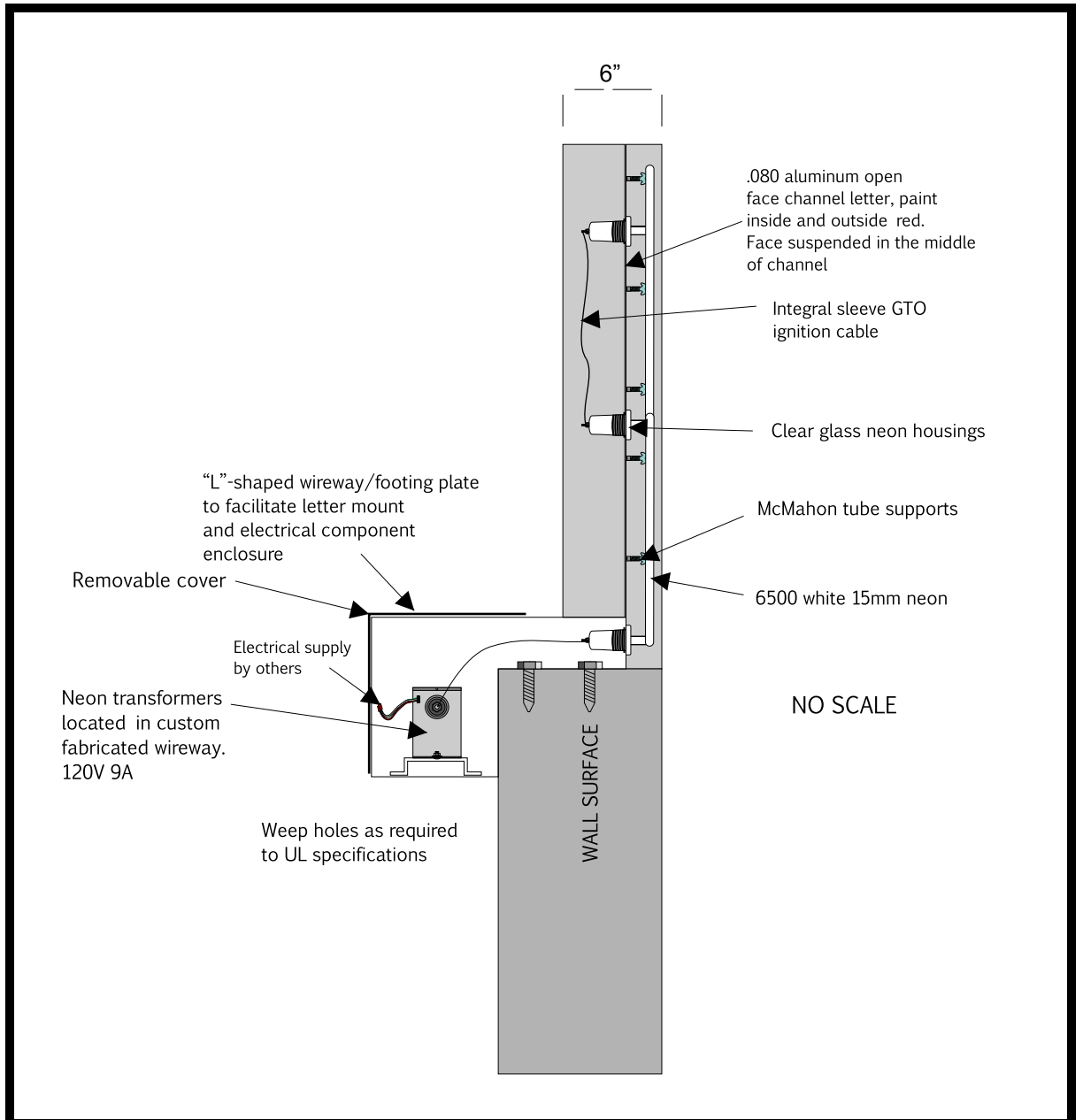


Sign C

21'

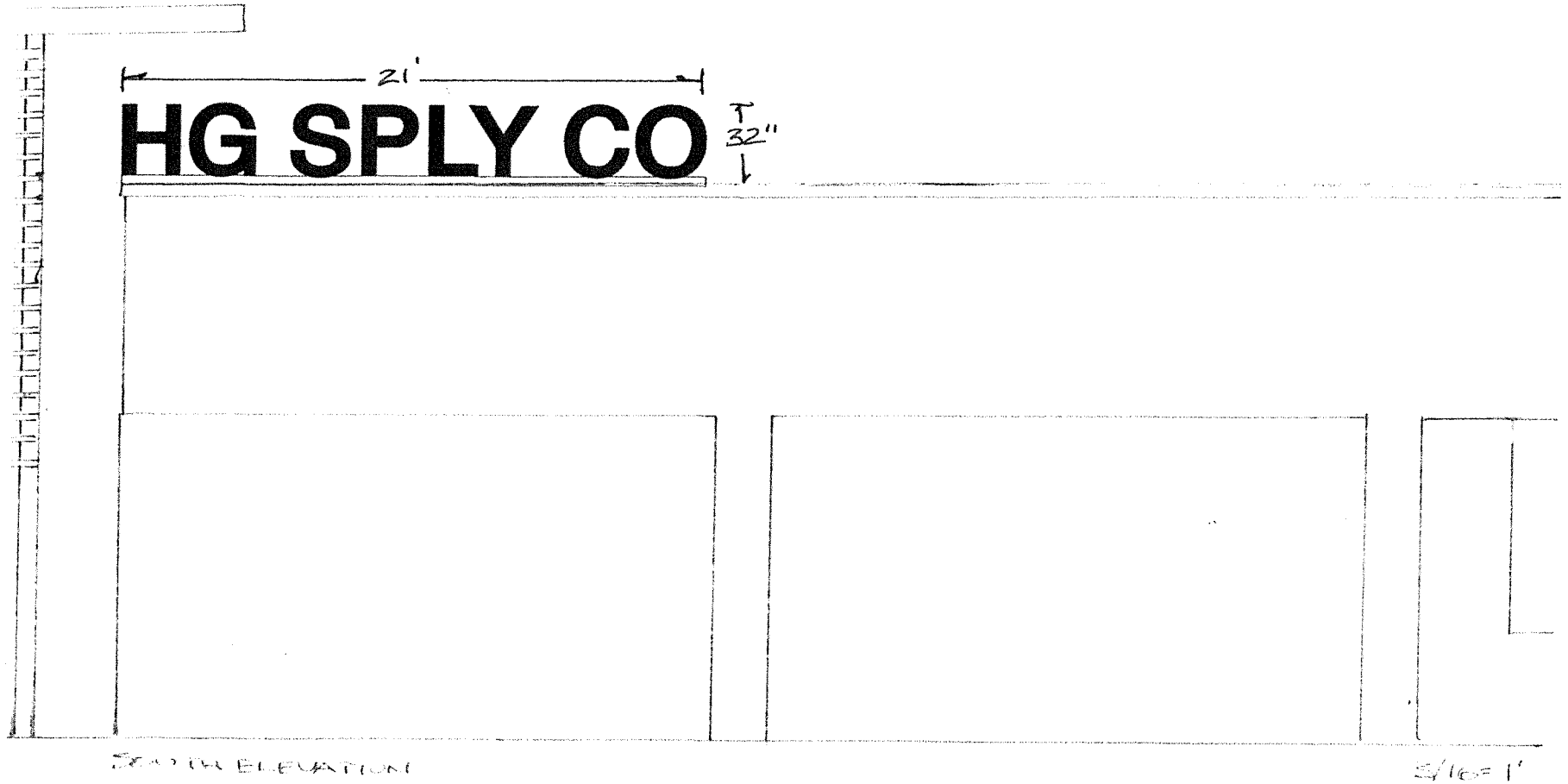
HG SPLY CO

32"



UL Listed

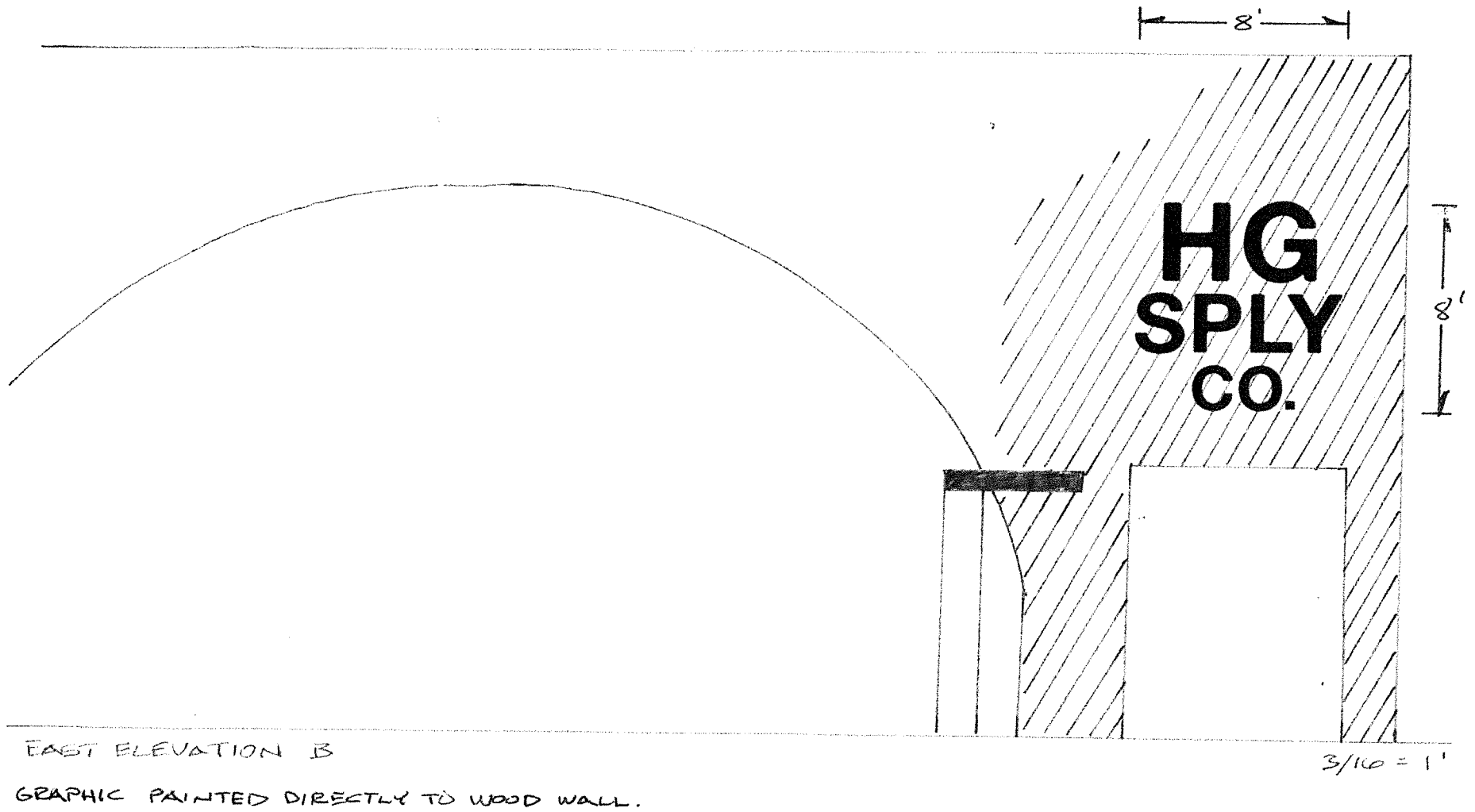
Sign C



Sign C



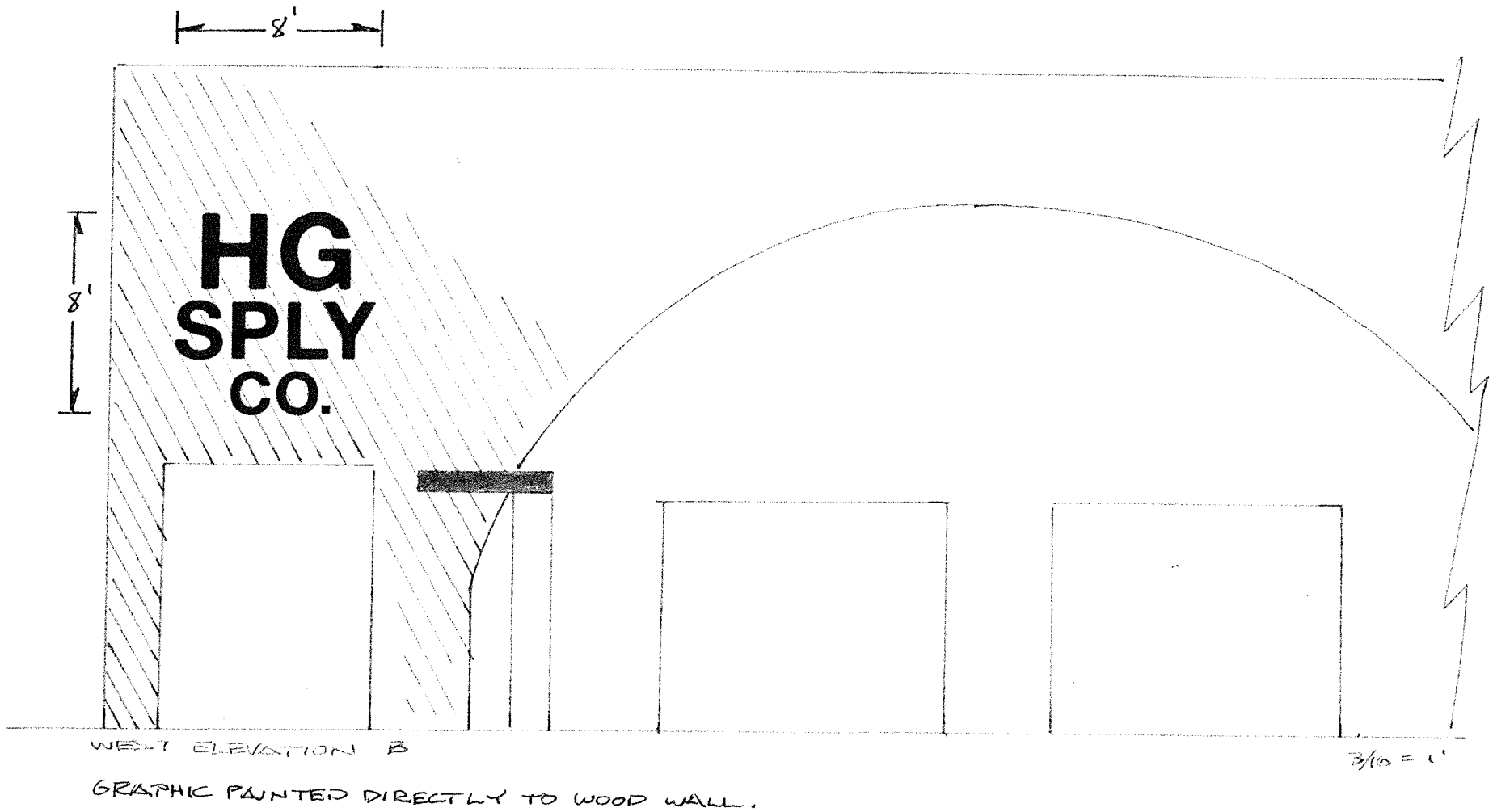
Sign D



Sign D



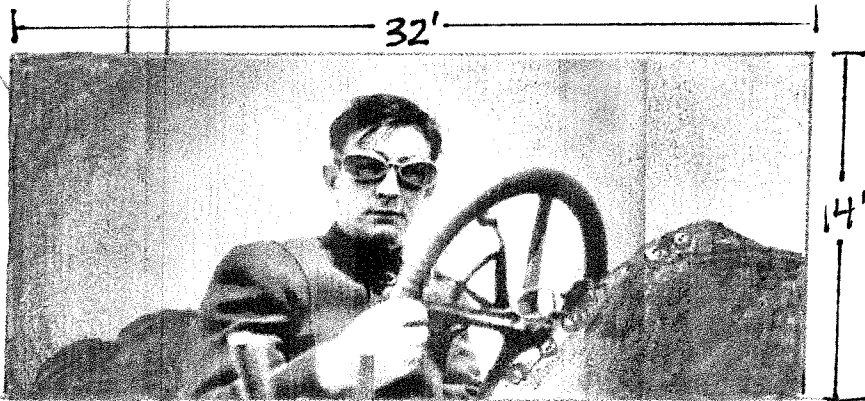
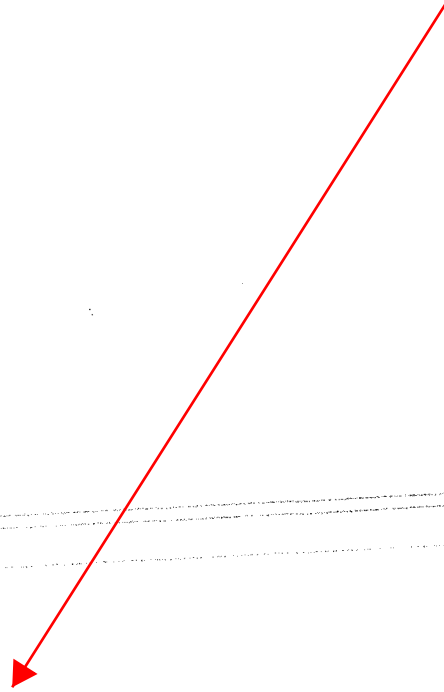
Sign E



Sign E



Sign F

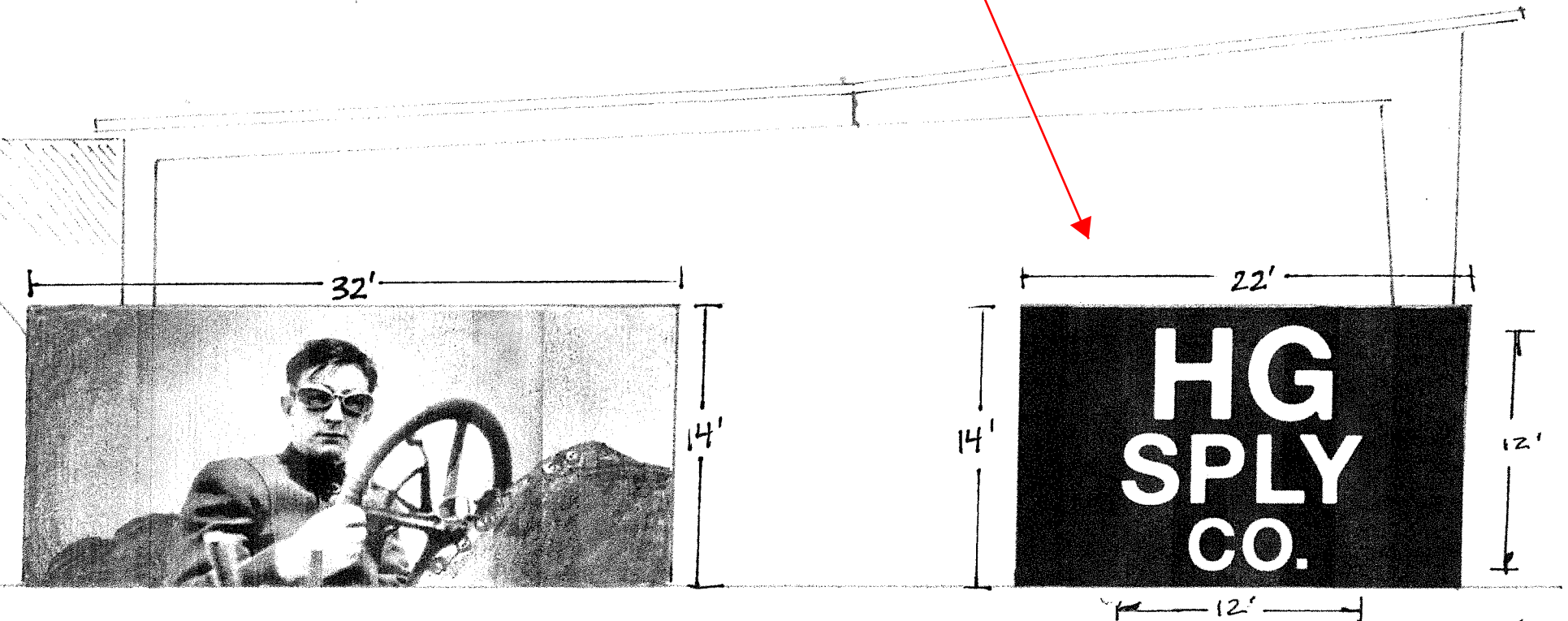


MURALS PAINTED DIRECTLY ON BRICK WALL.
WEST ELEVATION

Sign F



Sign G



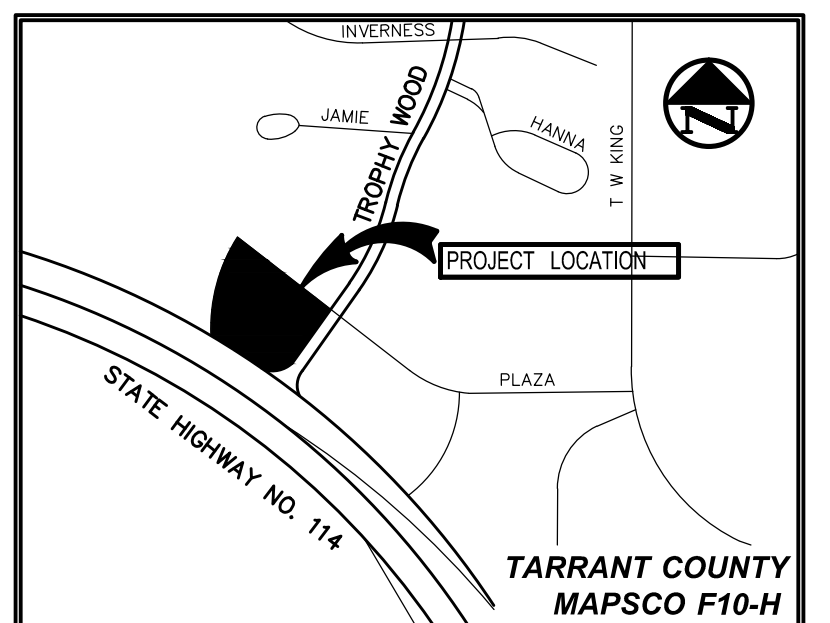
MURALS PAINTED DIRECTLY ON BRICK WALL.

WEST ELEVATION

Sign G



Exhibit H



VICINITY MAP
(NOT TO SCALE)

LEGEND


B.	BOLLARD
EM	ELECTRIC METER
PP	POWER POLE
LS	LIGHT STANDARD
WM	WATER METER
WV	WATER VALVE
ICV	IRRIGATION CONTROL VALVE
FH	FIRE HYDRANT
CO	CLEANOUT
MH	MANHOLE
TSC	TRAFFIC SIGNAL CONTROL
TSP	TRAFFIC SIGNAL POLE
TELE	TELEPHONE BOX
FL	FLOOD LIGHT
FP	FLAG POLE
SIGN	TRAFFIC SIGN
IRS	1/2-INCH IRON ROD
(C.M.)	W/"PACHECO KOCH" CAP SET
X	CONTROLLING MONUMENT
X	PROPERTY LINE
#	FENCE
#	PROPOSED FENCE
#	PROP. PARKING SPACES

X Sign Locations

NOTE:
A PORTION OF THE 30' BUILDING LINE (CAB. V, PG. 295) (P.R.D.C.T.) IS PARTIALLY ABANDONED ALONG TROPHY WOOD DRIVE, NORTH OF THE EXISTING TEXAS POWER AND LIGHT COMPANY EASEMENT, BY THE REPLAT. THIS VARIANCE TO THE PD-25 ZONING REGULATIONS HAS BEEN APPROVED BY THE TOWN OF TROPHY CLUB ZONING BOARD OF ADJUSTMENT.

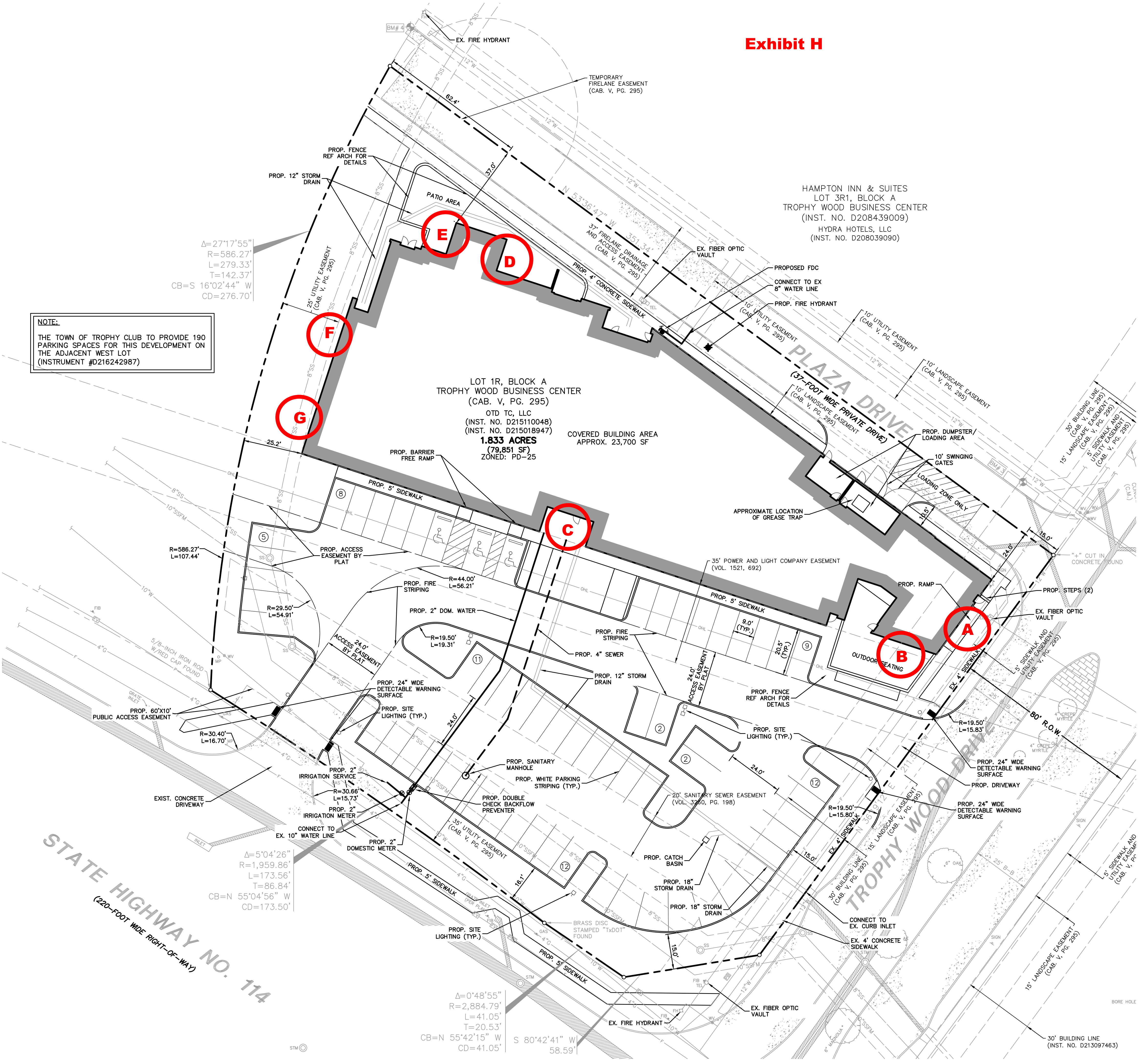
SITE DATA TABLE

ZONING:	"PD-25" PLANNED DEVELOPMENT
LOT USE:	RESTAURANT/BAR
LOT SIZE:	79,795 SF. / 1.83 AC.
OPEN SPACE:	15,579 SF.
COVERED BUILDING AREA =	23,700 SF. (DOES NOT INCLUDE PATIOS OR MEZZANINE AREAS)
PARKING REQUIRED=	181 SPACES (1 SPACE PER 125 SF. PER DIRECTION FROM TOWN OF TROPHY CLUB)
PARKING PROVIDED=	58 SPACES (3 HC/VAN)

NO.	DATE	REVISION
		
6100 WESTERN PLACE, SUITE 1001 FORT WORTH, TX 76107 817.412.7155 TX REG. ENGINEERING FIRM F-14439 TX REG. SURVEYING FIRM LS-10193824		
SITE PLAN		
H.G. SPLY Co.		
SH 114 AND TROPHY WOOD DR		
BLOCK A, TROPHY WOOD BUSINESS PARK		
TOWN OF TROPHY CLUB, DENTON COUNTY, TEXAS		
DESIGN	DRAWN	DATE
JCM	PAC	MAR 2017
SCALE	NOTES	FILE
1"=20'		
NO.		
C0.1		



THE SEAL APPEARING ON THIS DOCUMENT WAS AUTHORIZED BY JACE C. MOTHERAL, P.E. 118787 ON 03/14/2017. ALTERATION OF A SEALED DOCUMENT WITHOUT PROPER NOTIFICATION TO THE RESPONSIBLE ENGINEER IS AN OFFENSE UNDER THE TEXAS ENGINEERING PRACTICE ACT.



NOTE:
THE TOWN OF TROPHY CLUB TO PROVIDE 190 PARKING SPACES FOR THIS DEVELOPMENT ON THE ADJACENT WEST LOT (INSTRUMENT #D216242987)

Legislation Details (With Text)

File #:	2019-088-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Regular Session	
File created:	1/30/2019	In control:		Planning & Zoning Commission	
On agenda:	2/7/2019	Final action:			
Title:	<p>Case O-AMD-19-001 (Community Garage Sale Process)</p> <p>A. Conduct a Public Hearing regarding a request to remove Sections 14.02.251(a)(1), 14.02.251(a)(10), and 14.02.251(d) of the Temporary Use regulations within the Trophy Club Code of Ordinances to transfer approval authority of community garage sales from the Planning & Zoning Commission and Town Council to the Special Events Committee.</p> <p>B. Discussion and recommendation regarding a request to remove Sections 14.02.251(a)(1), 14.02.251(a)(10), and 14.02.251(d) of the Temporary Use regulations within the Trophy Club Code of Ordinances to transfer approval authority of community garage sales from the Planning & Zoning Commission and Town Council to the Special Events Committee.</p>				
Attachments:	PZ Report 2.7.19.pdf				

Date	Ver.	Action By	Action	Result
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Case O-AMD-19-001 (Community Garage Sale Process)

- A. Conduct a Public Hearing regarding a request to remove Sections 14.02.251(a)(1), 14.02.251(a)(10), and 14.02.251(d) of the Temporary Use regulations within the Trophy Club Code of Ordinances to transfer approval authority of community garage sales from the Planning & Zoning Commission and Town Council to the Special Events Committee.
- B. Discussion and recommendation regarding a request to remove Sections 14.02.251(a)(1), 14.02.251(a)(10), and 14.02.251(d) of the Temporary Use regulations within the Trophy Club Code of Ordinances to transfer approval authority of community garage sales from the Planning & Zoning Commission and Town Council to the Special Events Committee.



1 Trophy Wood Drive, Trophy Club, TX 76262 | 682.237.2900 | info@trophyclub.org | trophyclub.org

To: Planning & Zoning Commission

From: Lisa Payne, Town Planner

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

Re: Case O-AMD-19-001
Planning & Zoning Commission Meeting, February 7, 2019

Agenda Item:

Case O-AMD-19-001 (Community Garage Sale Process)

- A. Conduct a Public Hearing regarding a request to remove Sections 14.02.251(a)(1), 14.02.251(a)(10), and 14.02.251(d) of the Temporary Use regulations within the Trophy Club Code of Ordinances to transfer approval authority of community garage sales from the Planning & Zoning Commission and Town Council to the Special Events Committee.
- B. Discussion and recommendation regarding a request to remove Sections 14.02.251(a)(1), 14.02.251(a)(10), and 14.02.251(d) of the Temporary Use regulations within the Trophy Club Code of Ordinances to transfer approval authority of community garage sales from the Planning & Zoning Commission and Town Council to the Special Events Committee.

Strategic Link:

Infrastructure & Development – Foster a business-friendly environment.

Background and Explanation:

Currently, Section 14.02.251 of the Town's Code of Ordinances requires community garage sales to obtain a temporary use permit (TUP) by special privilege from Town Council, after recommendation by the Planning & Zoning Commission (P&Z). This allows P&Z and Council to determine if a community garage sale organized by a civic or nonprofit group is appropriate.

Said community garage sale has been held in Town, twice annually, for about 20 years. It is a highly anticipated event that should be processed like all of the other special events held in Town each year. Rather than the applicant going through the long process of being heard by P&Z and Council, community garage sales should be considered by the Special Events Committee. This would allow staff to organize and prepare for the event efficiently and avoid miscommunications and oversights. The Special Events Committee has representation from

every Town department so that the organization of a special event is well-thought-out in all perspectives.

On January 8, 2019, Town Council approved an amendment to Article 1.09, Special Events, of the Code of Ordinances to remove the requirement for P&Z's and Council's approval of community garage sales. According to ordinance, they are now only considered by the Special Events Committee and approving this proposal falls in line with the aforementioned approval and corrects the Code so it no longer contradicts itself.

The following contains the proposed removal of Sections 14.02.251(a)(1), 14.02.251(a)(10), and 14.02.251(d) of the Temporary Use regulations within the Trophy Club Code of Ordinances.

“(a) Permitted uses. The following uses, which are classified as temporary uses, may be permitted for a period of time by the town council, after recommendation by the planning and zoning commission. Said period of time shall be determined at the time of approval but shall not exceed the time limit for selected uses as provided herein.

~~(1) — Community garage sales, by special privilege, see subsection (d) of this section.~~

...

~~(10) — Any other temporary use not listed herein. Said unlisted use shall be considered by the town council upon the recommendation of the planning and zoning commission.~~

...

~~(d) — Community garage sale by special privilege. Upon approval by the town council, after recommendation by the planning and zoning commission, a community garage sale shall be permitted by special privilege to civic organizations or nonprofit organizations. Such events shall not occur more than twice annually; and each event shall be one day in duration. Approval of said special privilege shall be a condition to prior approval of operations of the event and the proposed locations of the garage sale sites by the town department of public safety.~~

...”

Financial Considerations:

Not applicable.

Legal Review:

This item is being reviewed by the Town Attorney.

Staff Recommendation:

Staff recommends approval of the amendments to the Town's Code of Ordinances, as submitted.

Attachments: None.

Legislation Details (With Text)

File #: 2018-074-T **Version:** 1 **Name:**
Type: Agenda Item **Status:** Regular Session
File created: 1/18/2018 **In control:** Planning & Zoning Commission
On agenda: **Final action:**
Title: Review and approve the minutes of the January 3, 2019 Planning & Zoning Commission Meeting.
Attachments: [PZ Minutes 01.03.19 DRAFT.pdf](#)

Date	Ver.	Action By	Action	Result
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Review and approve the minutes of the January 3, 2019 Planning & Zoning Commission Meeting.



Town of Trophy Club

1 Trophy Wood Drive
Trophy Club, Texas 76262

Meeting Minutes Planning & Zoning Commission

January 3, 2019

7:00 PM

Council Chambers

CALL TO ORDER AND ANNOUNCE A QUORUM

Chairman Beach called the January 3, 2019 Planning & Zoning Commission to order at 7:00 p.m. and announced a quorum.

Commissioners Present:

Chairman Jeffrey Beach
Vice Chairman Michael Pipkins
Commissioner Reginald Barbarin
Commissioner Michael Biggs
Commissioner Jacob Gibson
Commissioner Mike Branum

Commissioners Absent:

Commissioner Brandon Blake (Excused)

Staff and Guests Present:

Phillip Shoffner	Mayor Pro Tem
Greg Lamont	Council Member
Tommy Uzee	Director of Community Development
Lisa Payne	Town Planner
Diane Mackres	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 Beach asked if there were any public requests to speak.

No public requests to speak were submitted.

REGULAR SESSION

Case O-AMD-18-001 (Attached Forward-Facing Garages)

- A. Conduct a Public Hearing regarding a request to amend residential garage regulations in Sections 14.02.151(i), 14.02.152(i), 14.02.153(i), 14.02.154(i), 14.02.155(h), 14.02.156(h), and 14.02.159(h) of the Trophy Club Code of Ordinances to allow for attached forward-facing garages that are in addition to the two-car garage minimum.
- B. Discussion and recommendation regarding a request to amend residential garage regulations in Sections 14.02.151(i), 14.02.152(i), 14.02.153(i), 14.02.154(i), 14.02.155(h), 14.02.156(h), and 14.02.159(h) of the Trophy Club Code of Ordinances to allow for attached forward-facing garages that are in addition to the two-car garage minimum.

PUBLIC HEARING – OPENED AT 7:02 p.m.

Chairman Beach asked for staff report. The staff report was presented by Town Planner, Lisa Payne and she was available for questions.

Resident Pat Keefer, 216 Fresh Meadow Drive, addressed the Commission with concerns about notification and garage placement.

Resident Denise Gant, 226 Fresh Meadow Drive, addressed the Commission and echoed the previous concerns.

PUBLIC HEARING – CLOSED AT 7:27 p.m.

REGULAR SESSION

Chairman Beach called for a motion. Commissioner Gibson moved to recommend approval as presented. Seconded by Commissioner Biggs.

Chairman Beach asked for a vote.

Aye: 3 – Beach, Biggs, Gibson
Against: 3 – Pipkins, Barbarin, Branum

The motion failed.

Vice Chairman Pipkins motioned to reject with a recommendation to Council to consider a new ordinance for a variance that includes notification. Commissioner Branum seconded. Commissioner Biggs stated he would abstain from voting.

Chairman Beach asked for a vote.

Aye: 3 – Pipkins, Barbarin, Branum
Against: 2 – Beach, Gibson
Abstained: 1 – Biggs

The motion failed.

Chairman Beach motioned to accept staff recommendation as is with addition of an ordinance to allow for notification to neighboring properties. Commissioner Biggs seconded.

Chairman Beach asked for a vote.

Aye: 3 – Beach, Gibson, Biggs
Against: 3 – Pipkins, Barbarin, Branum

The motion failed.

Commissioner Biggs motioned to accept staff recommendation as presented. Chairman Beach seconded.

Aye: 3 – Beach, Gibson, Biggs
Against: 3 – Pipkins, Barbarin, Branum

The motion failed.

The Commission sends no recommendation to Council.

2018-601-T Review and approve the minutes of the December 6, 2018 Planning & Zoning Commission meeting.

Chairman Beach asked for questions or corrections. There were none.

Chairman Beach asked for a motion. Vice Chair Pipkins moved to approve the December 6, 2018 minutes as written, which was seconded by Commissioner Biggs.

Chairman Beach asked for a vote. The motion passed unanimously.

2018-600-T Receive Town Planner updates on previous cases heard by the Commission and active development in Town.

Staff updates were given by Lisa Payne, Town Planner and Tommy Uzee, Director of Community Development.

ADJOURN

Commissioner Biggs moved to adjourn, seconded by Commissioner Gibson.

Chairman Beach asked for a vote. Motion was approved unanimously.

The meeting was adjourned at 8:19 p.m.

Jeffrey Beach, Chairman
Planning & Zoning Commission
Town of Trophy Club, Texas

Diane Mackres, Recording Secretary
Community Development
Town of Trophy Club, Texas

Legislation Details (With Text)

File #: 2016-714-T **Version:** 2 **Name:**
Type: Agenda Item **Status:** Regular Session
File created: 12/29/2016 **In control:** Planning & Zoning Commission
On agenda: **Final action:**
Title: Recieve Town Planner updates on previous cases heard by the Commission and active development in town.

Attachments:

Date	Ver.	Action By	Action	Result
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Recieve Town Planner updates on previous cases heard by the Commission and active development in town.