



Town of Trophy Club

1 Trophy Wood Drive
Trophy Club, Texas 76262

Meeting Agenda

Planning & Zoning Commission

Thursday, August 1, 2019

6:30 PM

Council Chambers

CALL TO ORDER AND ANNOUNCE A QUORUM AT 6:30 PM IN THE EOC ROOM

CONVENE INTO WORKSHOP SESSION

1. [2019-360-T](#) Provide update on the 86th Session of the Texas Legislature.

CONVENE INTO REGULAR SESSION AT 7:00 PM IN COUNCIL CHAMBERS

CALL TO ORDER AND ANNOUNCE A QUORUM

CITIZEN PRESENTATIONS

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

REGULAR SESSION

2. [2019-341-T](#) **Case SP-AMD-19-001 (Medlin Middle School Addition)**
Discussion and recommendation regarding a request to amend the approved Site Plan for Medlin Middle School, generally located west of Parkview Drive and south of Marshall Creek Road.

Attachments: [PZ Report 8.1.19.pdf](#)
[Exhibit A - Overall Site Plan.pdf](#)
[Exhibit B - Site Plan.pdf](#)
[Exhibit C - Landscape Key Sheet.pdf](#)
[Exhibit D - Tree Preservation Plan.pdf](#)
[Exhibit E - Landscape Plan.pdf](#)
[Exhibit F - Landscape Details.pdf](#)
[Exhibit G - Photometric Plan.pdf](#)
[Exhibit H - Exterior Elevations.pdf](#)

3. [2019-342-T](#) Review and approve the minutes of the June 27, 2019 Planning & Zoning Commission Meeting.

Attachments: [PZ Minutes 06.27.19 DRAFT.pdf](#)

- 4. [2019-343-T](#) Receive Town Planner updates on previous cases heard by the Commission and active development in Town.

ADJOURN

***THE BOARD 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 Friday, July 26, 2019 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 _____, 2019.

_____, Title: _____

Town of Trophy Club

1 Trophy Wood Drive
Trophy Club, Texas 76262

Legislation Details (With Text)

File #: 2019-360-T **Version:** 1 **Name:**
Type: Agenda Item **Status:** Regular Session
File created: 7/25/2019 **In control:** Planning & Zoning Commission
On agenda: 8/1/2019 **Final action:**
Title: Provide update on the 86th Session of the Texas Legislature.

Attachments:

Date	Ver.	Action By	Action	Result
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Provide update on the 86th Session of the Texas Legislature.

Legislation Details (With Text)

File #:	2019-341-T	Version:	1	Name:	
Type:	Agenda Item	Status:		Regular Session	
File created:	7/23/2019	In control:		Planning & Zoning Commission	
On agenda:	8/1/2019	Final action:			
Title:	Case SP-AMD-19-001 (Medlin Middle School Addition) Discussion and recommendation regarding a request to amend the approved Site Plan for Medlin Middle School, generally located west of Parkview Drive and south of Marshall Creek Road.				
Attachments:	PZ Report 8.1.19.pdf Exhibit A - Overall Site Plan.pdf Exhibit B - Site Plan.pdf Exhibit C - Landscape Key Sheet.pdf Exhibit D - Tree Preservation Plan.pdf Exhibit E - Landscape Plan.pdf Exhibit F - Landscape Details.pdf Exhibit G - Photometric Plan.pdf Exhibit H - Exterior Elevations.pdf				

Date	Ver.	Action By	Action	Result
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Case SP-AMD-19-001 (Medlin Middle School Addition)

Discussion and recommendation regarding a request to amend the approved Site Plan for Medlin Middle School, generally located west of Parkview Drive and south of Marshall Creek Road.



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: Wade Carroll, Interim Town Manager
Holly Fimbres, Town Secretary/RMO**

**Re: Case SP-AMD-19-001
Planning & Zoning Commission Meeting, August 1, 2019**

Agenda Item:

Case SP-AMD-19-001 (Medlin Middle School Addition)

Discussion and recommendation regarding a request to amend the approved Site Plan for Medlin Middle School, generally located west of Parkview Drive and south of Marshall Creek Road.

Background and Explanation:

Northwest Independent School District (NISD) is planning to construct two attached additions to Medlin Middle School. The addition for classrooms will be at the northwest corner of the school and the fine arts addition will be at the southeast corner, adding 9,996 square feet to the school building. Furthermore, the circular drive at the south end of the school will be partially reconstructed to allow room for the fine arts addition, but will remain intact. Lastly, the existing masonry enclosure that surrounds the transformer on the north end of the school will be demolished and reconstructed to match the main building in order to connect to the new classroom addition. For reference, see Exhibit B.

Two trees are proposed to be removed from the site since they will interfere with the new additions (Exhibit D). However, Exhibit E shows that NISD is adding five (5) Cedar Elms between the classroom addition and Marshall Creek Road, plus three (3) Live Oaks and four (4) Cedar Elms adjacent to the fine arts addition and Parkview Drive. Moreover, one (1) Cedar Elm and over 300 pots of Wintercreeper ground cover will be added to a parking island near and a flowerbed adjacent to the fine arts addition.

Exhibit G shows that the classroom addition on the north side of the building will be gaining an exterior LED light fixture that will be directed downward under a canopy that hangs over an access door. The fine arts addition will include an exterior wall pack whose lighting will be LED,

recessed, and directed downward over the access door. One (1) existing light pole will be slightly relocated so it doesn't interfere with the modification of the circular drive.

Both new building additions will be constructed with only brick and will match the existing elevations exactly, as shown on Exhibit H. The three proposed brick colors are the same ones that are used on the existing building and the same brick patterns will be continued to create seamless additions.

Financial Considerations:

Not applicable.

Legal Review:

This item is currently under review by the Town Attorney.

Staff Recommendation:

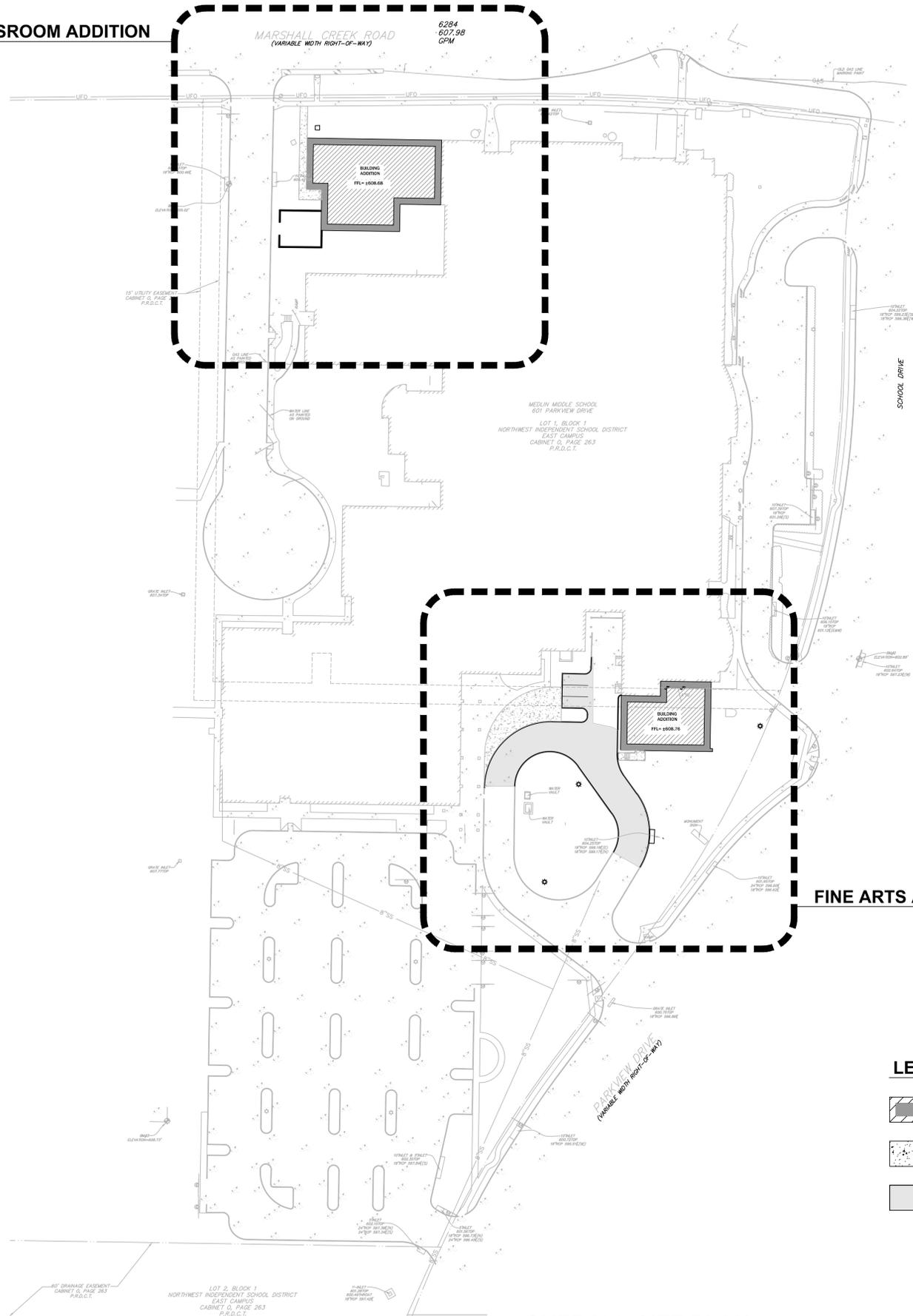
Staff recommends approval of the site plan package as amended.

Attachments:

- Exhibit A – Overall Site Plan
- Exhibit B – Site Plan
- Exhibit C – Landscape Key Sheet
- Exhibit D – Tree Preservation Plan
- Exhibit E – Landscape Plan
- Exhibit F – Landscape Details
- Exhibit G – Photometric Plan
- Exhibit H – Exterior Elevations

Exhibit A

CLASSROOM ADDITION

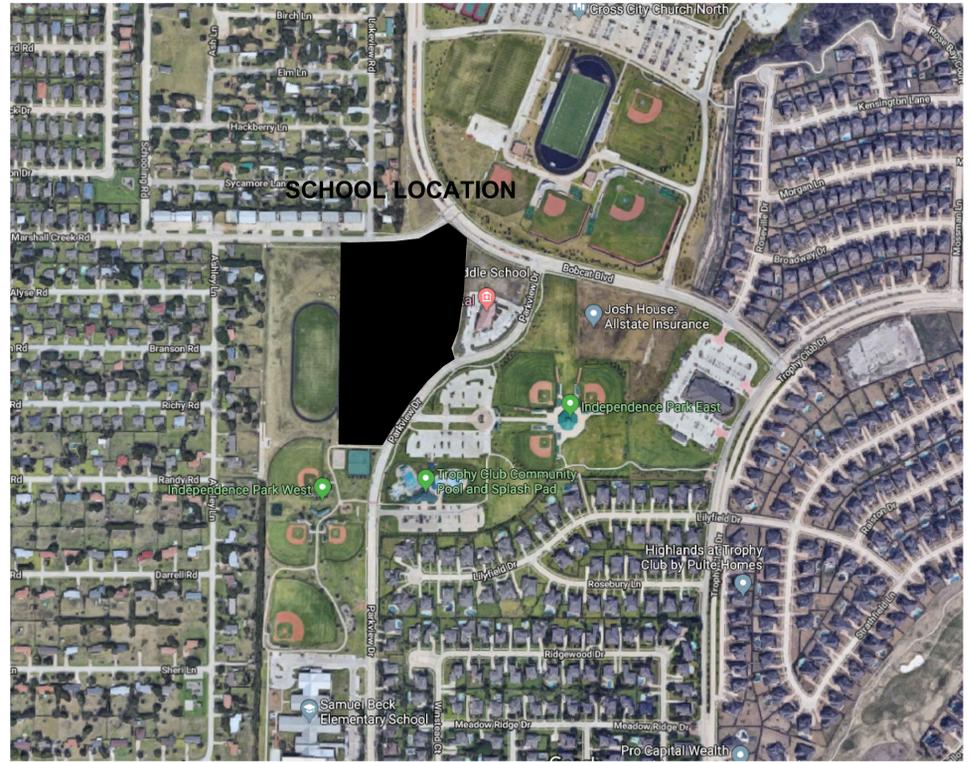


FINE ARTS ADDITION

LEGEND

-  PROPOSED BUILDING
-  INDICATES PROPOSED SIDEWALK
-  NEW CONCRETE PAVEMENT AREA

1 OVERALL SITE PLAN



VICINITY MAP (NTS)

SITE SUMMARY

ZONING	R-12
LOT AREA	16.19 AC
CLASSROOM BUILDING ADDITION	6,723 SF
FINE ARTS BUILDING ADDITION	3,273 SF
TOTAL STUDENT SIZE	1,200 STUDENTS
TOTAL PARKING REQUIRED	80 SPACES
TOTAL PARKING PROVIDED	190 SPACES (INCLUDING 10 ACCESSIBLE SPACES)

GENERAL NOTES

1. ALL DRIVE AND PARKING PAVING IS CONCRETE.
2. PRIOR TO CONSTRUCTION, CONTRACTOR SHALL SUBMIT A JOINTING PLAN FOR NEW CONCRETE CONSTRUCTION TO RYAN KIM FOR APPROVAL.
3. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING HORIZONTAL AND VERTICAL CONTROL.
4. CONTRACTOR TO VERIFY TIE-IN ELEVATIONS PRIOR TO ANY CONSTRUCTION.

CALL TEXAS 811 & CITY OF TROPHY CLUB 72 HOUR PRIOR TO START ANY CONSTRUCTION ACTIVITY.

IT IS CONTRACTORS RESPONSIBILITY TO PROTECT EXISTING UTILITIES AND OTHER CITY OR PUBLIC FACILITIES DURING CONSTRUCTION ACTIVITIES.



	BY
	DATE
	DESCRIPTION
	REV#



3576 Lone Star Circle, Suite 410
 602-237-7710 • 761177
 www.wadetrim.com
 PH0808280

MEDLIN MIDDLE SCHOOL ADDITION AND RENOVATION
 601 PARKWAY DRIVE
 TROPHY CLUB, TEXAS 76262

OVERALL SITE PLAN

ISSUED FOR: DATE: BY:

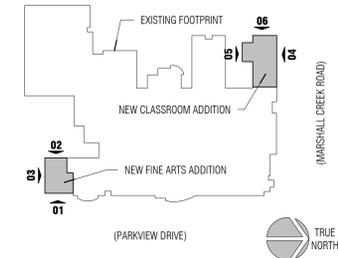
JOB NO. GNP2001.01X

SHEET **C3.0**

© Wade Trim Group, Inc. MEDLIN MIDDLE SCHOOL ADDITION

Exhibit H

ELEVATION KEY PLAN



5646 MILTON STREET, SUITE 426
DALLAS, TEXAS 75206
WWW.GLENN-PARTNERS.COM
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**TOWN OF TROPHY CLUB
R-12 ZONING REGULATIONS**

SEC. 14.02.152 R-12 SINGLE-FAMILY DISTRICT REGULATIONS
DESIGN STANDARDS (APPLICABLE TO THIS PROJECT ONLY)

(A) PURPOSE. THE PURPOSE OF THE R-12 SINGLE-FAMILY DISTRICT IS TO ALLOW SINGLE-FAMILY DETACHED DWELLINGS ON LOTS OF NOT LESS THAN TWELVE THOUSAND (12,000) SQUARE FEET, TOGETHER WITH THE ALLOWED INCIDENTAL AND ACCESSORY USES, IN ORDER TO PROMOTE LOW POPULATION DENSITIES WITHIN INTEGRAL NEIGHBORHOOD UNITS.

(E) HEIGHT REGULATIONS. EXCEPT AS PROVIDED BY SECTION 14.02.254, HEIGHT LIMITS, NO BUILDING SHALL EXCEED FORTY FEET (40') OR TWO AND ONE-HALF (2-1/2) STORES IN HEIGHT.

(K) MASONRY REQUIREMENTS. ALL PRINCIPAL AND ACCESSORY BUILDINGS AND STRUCTURES SHALL BE OF EXTERIOR FIRE RESISTANT CONSTRUCTION HAVING AT LEAST EIGHTY (80) PERCENT OF THE TOTAL EXTERIOR WALLS, EXCLUDING DOORS, WINDOWS AND PORCHES, CONSTRUCTED OF BRICK, STONE, OR STUCCO. ALL EXTERIOR CHIMNEYS SURFACES SHALL ALSO BE OF BRICK, STONE, OR STUCCO. OTHER MATERIALS OF EQUAL OR SIMILAR CHARACTERISTICS MAY BE ALLOWED UPON APPROVAL OF THE PLANNING AND ZONING COMMISSION.

**MATERIAL LEGEND
(ALL MATERIALS TO MATCH EXISTING)**



METAL COPING CAP
BRICK-1
BRICK-2



METAL COPING CAP
BRICK-1
BRICK-2
BRICK-3
ALUMINUM STOREFRONT
METAL CANOPY



BRICK-3
BRICK-2
ALUMINUM STOREFRONT
BRICK-1

MEDLIN MIDDLE SCHOOL - ADDITION AND RENOVATION
NORTHWEST INDEPENDENT SCHOOL DISTRICT
601 PARKVIEW DRIVE
TROPHY CLUB, TEXAS 76262

**EXISTING MATERIALS
(ALL MATERIALS TO MATCH EXISTING)**

*MATERIALS NOTED BELOW ARE FOR THE NEW ADDITIONS ONLY

FINE ARTS ADDITION				
MATERIAL	EAST ELEVATION	SOUTH ELEVATION	WEST ELEVATION	NORTH ELEVATION
BRICK-1	945 SF	1,590 SF	1,065 SF	-
BRICK-2	526 SF	453 SF	122 SF	-
BRICK-3	-	-	-	-
TOTAL	1,471 SF	2,093 SF	1,187 SF	-
PERCENT MASONRY	100%	100%	100%	-
TOTAL PERCENT MASONRY - 100%				

CLASSROOM ADDITION				
MATERIAL	EAST ELEVATION	SOUTH ELEVATION	WEST ELEVATION	NORTH ELEVATION
BRICK-1	-	2,726 SF	1,873 SF	2,177 SF
BRICK-2	-	861 SF	476 SF	976 SF
BRICK-3	-	25 SF	4 SF	58 SF
TOTAL	-	3,612 SF	2,353 SF	3,211 SF
PERCENT MASONRY	-	100%	100%	100%
TOTAL PERCENT MASONRY - 100%				

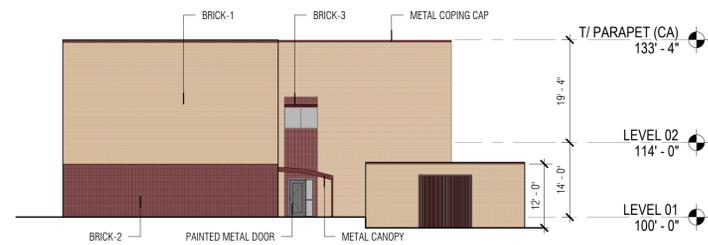
NO	REVISION	DATE

GLENN | PARTNERS PROJECT NO. 18-024

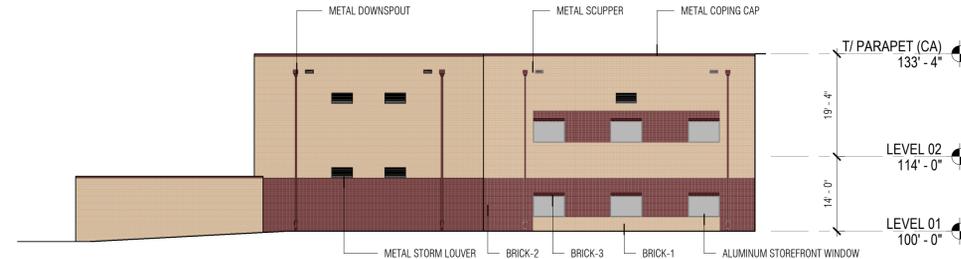
**A21-00
OVERALL
EXTERIOR
ELEVATIONS**

**SITE PLAN APPLICATION
07.09.2019**

06 | CLASSROOM ADDITION - WEST
SCALE: 1/8" = 1'-0"



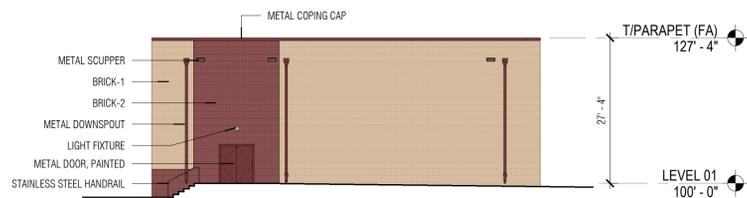
05 | CLASSROOM ADDITION - SOUTH
SCALE: 1/8" = 1'-0"



04 | CLASSROOM ADDITION - NORTH (FACING MARSHALL CREEK ROAD)
SCALE: 1/8" = 1'-0"



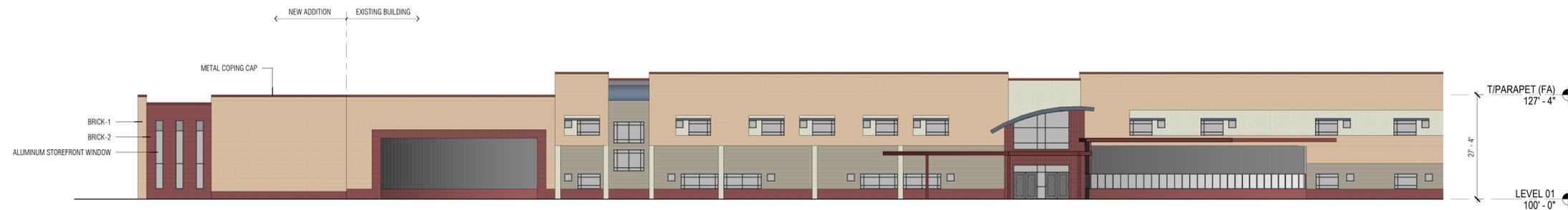
03 | FINE ARTS ADDITION - SOUTH
SCALE: 1/8" = 1'-0"



02 | FINE ARTS ADDITION - WEST
SCALE: 1/8" = 1'-0"



01 | FINE ARTS ADDITION - EAST (FACE PARKVIEW DRIVE)
SCALE: 1/8" = 1'-0"



7/10/2019 12:24 PM
C:\Users\jboone\OneDrive\Projects\Medlin Middle School\A21-00\glennpartners.com.dwg

Legislation Details (With Text)

File #: 2019-342-T **Version:** 1 **Name:**
Type: Agenda Item **Status:** Regular Session
File created: 7/23/2019 **In control:** Planning & Zoning Commission
On agenda: 8/1/2019 **Final action:**
Title: Review and approve the minutes of the June 27, 2019 Planning & Zoning Commission Meeting.
Attachments: [PZ Minutes 06.27.19 DRAFT.pdf](#)

Date	Ver.	Action By	Action	Result
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Review and approve the minutes of the June 27, 2019 Planning & Zoning Commission Meeting.



Town of Trophy Club

1 Trophy Wood Drive
Trophy Club, Texas 76262

Meeting Minutes

Planning & Zoning Commission

Thursday, June 27, 2019

7:00 PM

Council Chamber

CALL TO ORDER AND ANNOUNCE A QUORUM

Chairman Beach called the June 27, 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 Mike Branum
Commissioner Jacob Gibson

Commissioners Absent:

Commissioner Brandon Blake (recused)

Staff and Guests Present:

Tommy Uzee	Director of Community Development
Lisa Payne	Town Planner
J. David Dodd	Town Attorney
Julie Smestad	Recording Secretary

CITIZEN PRESENTATIONS

Citizens are allowed four (4) minutes to address the Board regarding an item over which the Board 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.

EXECUTIVE SESSION CONVENED AT 7:02 p.m.

REGULAR SESSION CONVENED AT 7:42 p.m.

Statement by Chairman Beach regarding authority and enforcement capacity related to Town ordinances as well as deed restrictions and HOA covenants.

2019-285-T Case RP-19-001 (Section 1, Lots 12R-1 & 12R-2)

- a. Conduct a Public Hearing regarding a request for a replat for the purpose of splitting one residential lot into two residential lots containing approximately 0.567 acres of land and generally located on the northeast corner of Palmetto Court and Oakmont Drive.
- b. Discussion and recommendation regarding a request for a replat for the

purpose of splitting one residential lot into two residential lots containing approximately 0.567 acres of land and generally located on the northeast corner of Palmetto Court and Oakmont Drive.

Chairman Beach asked for a staff report. The staff report was presented by Town Planner, Lisa Payne and she was available for questions as was the applicant requesting the replat.

Chairman Beach asked for clarification about meeting requirements from Town Ordinances from the Town Attorney, J. David Dodd.

Public Hearing opened at 7:46 p.m.

Applicant, Brian Denby, 1 Palmetto Court, Trophy Club presented his replat request and gave an overview of the project.

Resident, Jenna Fossum, 3 Palmetto Court, Trophy Club spoke against approval because of privacy concerns, new house will look into her backyard, and her belief that golf course lots cannot be replatted.

Resident, Kristen Drummond, 4 Palmetto Court, Trophy Club spoke against approval because of wanting to preserve the value of neighborhood properties, privacy issues, and her belief that golf course lots cannot be replatted.

Resident, Marv Gray, 9 Palmetto Court, Trophy Club spoke against approval in order to maintain and protect the integrity of the neighborhood design.

Resident Sharon Montgomery, 10 Palmetto Court, Trophy Club registered to speak but chose not to speak to the commission.

Resident Dave Comstock, 8 Palmetto Court, Trophy Club spoke against approval because he believes it will erode or damage property values on Palmetto Court.

Resident Dick Swetnam, 5 Palmetto Court, Trophy Club spoke against approval because declines in property values are an issue if this is approved.

Resident Frances Clark, 11 Palmetto Court, Trophy Club spoke against approval because all lots on this street are a minimum of one-half an acre or larger and people do not want a house behind them or beside them by splitting the lot.

Public Hearing closed at 8:27 p.m.

There were no questions or discussion by the Commission. Chairman Beach asked for a motion. Vice Chairman Pipkins moved to approve, which was seconded by Commissioner Branum.

Motion approved unanimously 6-0.

2019-286-T Review and approve the minutes of the June 6, 2019 Planning & Zoning Commission Meeting.

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

Chairman Beach asked for a motion. Commissioner Biggs moved to approve the June 6, 2019 minutes as written, which was seconded by Chairman Beach.

Motion approved unanimously 6-0.

2019-287-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.

ADJOURN

Commissioner Gibson moved to adjourn, seconded by Commissioner Branum.

Chairman Beach asked for a vote. Motion passed unanimously 6-0.

The meeting was adjourned at 8:42 PM.

DRAFT

Town of Trophy Club

1 Trophy Wood Drive
Trophy Club, Texas 76262

Legislation Details (With Text)

File #: 2019-343-T **Version:** 1 **Name:**
Type: Agenda Item **Status:** Regular Session
File created: 7/23/2019 **In control:** Planning & Zoning Commission
On agenda: 8/1/2019 **Final action:**
Title: Receive 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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Receive Town Planner updates on previous cases heard by the Commission and active development in Town.