



# Town of Trophy Club

1 Trophy Wood Drive  
Trophy Club, Texas 76262

## Meeting Agenda

### Planning & Zoning Commission

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Thursday, September 5, 2019

7:00 PM

Council Chambers

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#### 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

1. [2019-410-T](#) **Case TUP-19-003 (Medlin Construction Trailer)**  
Discussion and recommendation regarding a request for a Temporary Use Permit to allow a construction trailer at Medlin Middle School, generally located west of Parkview Drive and south of Marshall Creek Road.  
**Attachments:** [PZ Report 9.5.19.pdf](#)  
[Exhibit A - Site Layout.pdf](#)
2. [2019-411-T](#) **Case SP-AMD-19-002 (Church at Trophy Lakes Shade Structure)**  
Discussion and recommendation regarding a request to amend the site plan at The Church at Trophy Lakes, generally located west of Trophy Club Drive and north of Village Trail.  
**Attachments:** [PZ Report 9.5.19.pdf](#)  
[Exhibit A - Letter of Intent.pdf](#)  
[Exhibit B - Site Plan.pdf](#)  
[Exhibit C - Shade Structure Location Map.pdf](#)  
[Exhibit D - Shade Cover Color Selection.pdf](#)  
[Exhibit E - Structural Plans.pdf](#)  
[Exhibit F - Photos of Site from Street.pdf](#)  
[Exhibit G - Photos of Other Blue Shade Structures in Town.pdf](#)
3. [2019-412-T](#) Review and approve the minutes of the August 1, 2019 Planning & Zoning Commission Meeting.  
**Attachments:** [PZ Minutes 08.01.19 FINAL.pdf](#)
4. [2019-413-T](#) Receive Town Planner updates on previous cases heard by the Commission and active development in the 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 or before Friday, August 30, 2019 by 5:00 P.M. in accordance with Chapter 551, Texas Government Code.

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**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: \_\_\_\_\_

## Legislation Details (With Text)

<b>File #:</b>	2019-410-T	<b>Version:</b>	1	<b>Name:</b>	
<b>Type:</b>	Agenda Item	<b>Status:</b>		Regular Session	
<b>File created:</b>	8/28/2019	<b>In control:</b>		Planning & Zoning Commission	
<b>On agenda:</b>	9/5/2019	<b>Final action:</b>			
<b>Title:</b>	Case TUP-19-003 (Medlin Construction Trailer) Discussion and recommendation regarding a request for a Temporary Use Permit to allow a construction trailer at Medlin Middle School, generally located west of Parkview Drive and south of Marshall Creek Road.				
<b>Attachments:</b>	<a href="#">PZ Report 9.5.19.pdf</a> <a href="#">Exhibit A - Site Layout.pdf</a>				

Date	Ver.	Action By	Action	Result
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### Case TUP-19-003 (Medlin Construction Trailer)

Discussion and recommendation regarding a request for a Temporary Use Permit to allow a construction trailer at Medlin Middle School, generally located west of Parkview Drive and south of Marshall Creek Road.



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1 Trophy Wood Drive, Trophy Club, TX 76262 | 682.237.2900 | [info@trophyclub.org](mailto:info@trophyclub.org) | [trophyclub.org](http://trophyclub.org)

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**To: Planning & Zoning Commission**

**From: Lisa Payne, Town Planner**

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

**Re: Case TUP-19-003**  
**Planning & Zoning Commission Meeting, September 5, 2019**

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**Agenda Item:**

**Case TUP-19-003 (Medlin Construction Trailer)**

Discussion and recommendation regarding a request for a Temporary Use Permit to allow a construction trailer at Medlin Middle School, generally located west of Parkview Drive and south of Marshall Creek Road.

**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.

Northstar Builders is requesting approval of a TUP to allow one construction trailer, temporary fencing, and Conex storage boxes to locate on the Medlin Middle School property while construction to expand is ongoing. The 54 foot long construction trailer and the 40 foot long Conex storage boxes will be located north of the middle school football field and track and surrounded by 6 foot tall chain link fencing with black wind screens. Screened fencing will also surround the two areas of construction, which will be at the northwest and southeast corners of the school. Refer to Exhibit A for a visual representation.

Construction of the building additions at Medlin Middle School is expected to start in October 2019 and be complete in the fall of 2020, so the applicant requests that the TUP is active until September 30, 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 September 30, 2020.

**Attachments:**

- Exhibit A – Site Layout

## Exhibit A

## Employee Parking

6' Tall  
Chain link  
fencing w/  
black wind  
screen

40' long  
Conex  
Boxes

54' long  
Office  
Trailer

MARSHALL CREEK ROAD

6' Tall  
Chain link  
fencing w/  
black wind  
screen

6' Tall  
Chain link  
fencing w/  
black wind  
screen

**PARKVIEW DRIVE**













## EXISTING BUILDING

**NEW 2-STORY  
CLASSROOM  
ADDITION  
13,452 S**

## GENERAL NOTES

1. THE ARCHITECTURAL SITE PLAN IS ISSUED FOR REFERENCE AND CONFORMANCE PURPOSES ONLY. REFER TO CIVIL, LANDSCAPE, AND ELECTRICAL DRAWINGS FOR DIMENSIONS, ELEVATIONS, AND MATERIALS. SEE ALSO THE PLANS FOR GRADING AND DRAINAGE, CONCRETE/ASPHALT/EXTENTS AND DETAILS, SITE ELEMENTS INCLUDING SIDEWALKS, CURBS, AND RETAINING WALLS, SITE AND EXTERIOR BOUNDARY, DRIVEWAYS, DRIVEWAYS, DRIVEWAYS, AND DETAILS, AND IRRIGATION LAYOUTS AND DETAILS.
2. THE CONSTRUCTION MANAGER SHALL OBTAIN ALL CITY ORDINANCES AND CODES RELATING TO FIRE LANE AND SIDEWALKS, DRIVEWAYS, DRIVEWAYS, AND BLOCK ACCESS TO THESE DRIVES AT ANY TIME.
3. THE CONSTRUCTION MANAGER SHALL INFORM THE OWNER REGARDING ANY CITY ORDINANCES AND CODES RELATING TO DRIVEWAYS, DRIVEWAYS, AND BLOCK ACCESS AS OUTLINED IN THE SPECIFICATIONS.
4. THE PLANS FOR THE CONSTRUCTION INFORMATION, SLOPE OF PROPOSED SIDEWALKS ARE NOT TO EXCEED 5% IN THE DIRECTION OF TRAVEL AND A 2% CROSS SLOPE. PROVIDE A LEVEL SURFACE WITHIN 7" OF EXTERIOR DOORS. ELEVATIONS FOR SIDEWALKS SHALL BE BASED ON THE FINISH GRADE. THE DRAWINGS ARE BASED ON LEVELS OF 1' BEING AT 100". FINISH FLOOR ELEVATIONS SHOWN ON ALL DRAWINGS ARE IN RELATION TO ELEVATION ABOVE SEA LEVEL.
5. EXPANSION JOINT FILLOM AND SEALANT SHALL BE INSTALLED AT ALL LOCATIONS WHERE CONCRETE, SIDEWALKS MEET THE BUILDING. FLOOR JOINTS SHALL BE CLEARLY MARKED ON THE FURNISH PER CITY OF IRVING REQUIREMENTS.

## LEGEND

	NEW BUILDING FOOTPRINT
	NEW CONCRETE SIDEWALK OR PAVING. REF. CIVIL
	NEW LANDSCAPED AREA. REF. LANDSCAPE
	NEW SODDED AREA. REF. LANDSCAPE
	PROPERTY LINE
	UTILITY EASEMENT OR BUILDING SETBACK
	NEW PROPOSED FIRE LANE
	EXISTING FIRE LANE
	REQUIRED ACCESSIBLE PATH
	EXISTING PARKING COUNT
	EXISTING TREE TO REMAIN
	PROPOSED NEW TREE. REF. LANDSCAPE

## PARKING REQUIREMENTS

<b>CITY OF TROY CUP PARKING ORDINANCE (14.02.353)</b>	
MEDLIN MIDDLE SCHOOL	
STUDENT SIZE	1,200 STUDENTS
CITY OF TROY CUP PARKING REQUIREMENTS	
1 SPACES FOR EACH 15 STUDENTS	
	1,200/15
<b>TOTAL PARKING SPACES REQUIRED</b>	<b>80 REQUIRED SPACES</b>
CURRENT SITE PARKING MEETS REQUIREMENTS?	
<b>ACCESSIBILITY REQUIREMENTS</b>	
TEAS: ACCESSIBILITY STANDARDS	151-200 SPACES, PROVIDE 6 ACCESSIBLE
CITY OF TROY CUP STANDARDS	151-200 SPACES, PROVIDE 6 ACCESSIBLE
1 VAN ACCESSIBLE SPACE PER EVERY 6 ACCESSIBLE SPACES	1 REQUIRED
<b>EXISTING PARKING COUNTS</b>	
REGULAR SPACES	187
ACCESSIBLE SPACES	10
VAN ACCESSIBLE SPACES	10
<b>NEW PROPOSED PARKING COUNTS</b>	
REGULAR SPACES	3
ACCESSIBLE SPACES	0
VAN ACCESSIBLE SPACES	0
<b>TOTAL SPACES PROVIDED</b>	
REGULAR SPACES	190
ACCESSIBLE SPACES	10 (6 REQUIRED)
VAN ACCESSIBLE SPACES	10 (1 REQUIRED)

## PLAN NOTES

[illegible]

DOCUMENTS ARE INCOMPLETE  
AND MAY NOT BE USED FOR  
REGULATORY APPROVAL,  
PERMITTING, OR  
CONSTRUCTION PURPOSES.

GLENN PARTNERS PROJECT NO. 18-024

**M\_A04-01**  
**ARCHITECTURAL**  
**SITE PLAN**

**DESIGN DEVELOPMENT**  
05.31.2019

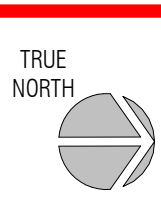


5646 MILTON STREET, SUITE 426  
DALLAS, TEXAS 75206  
**WWW.GLENN-PARTNERS.COM**  
COPYRIGHT © 2017 GLENN | PARTNERS

**MEDLIN MIDDLE SCHOOL - ADDITION AND RENOVATION**

**NORTHWEST INDEPENDENT SCHOOL DISTRICT**

601 PARKVIEW DRIVE  
TROPHY CLUB, TEXAS 76262



## Legislation Details (With Text)

<b>File #:</b>	2019-411-T	<b>Version:</b>	1	<b>Name:</b>	
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<b>File created:</b>	8/28/2019	<b>In control:</b>		Planning & Zoning Commission	
<b>On agenda:</b>	9/5/2019	<b>Final action:</b>			
<b>Title:</b>	Case SP-AMD-19-002 (Church at Trophy Lakes Shade Structure) Discussion and recommendation regarding a request to amend the site plan at The Church at Trophy Lakes, generally located west of Trophy Club Drive and north of Village Trail.				
<b>Attachments:</b>	<a href="#">PZ Report 9.5.19.pdf</a> <a href="#">Exhibit A - Letter of Intent.pdf</a> <a href="#">Exhibit B - Site Plan.pdf</a> <a href="#">Exhibit C - Shade Structure Location Map.pdf</a> <a href="#">Exhibit D - Shade Cover Color Selection.pdf</a> <a href="#">Exhibit E - Structural Plans.pdf</a> <a href="#">Exhibit F - Photos of Site from Street.pdf</a> <a href="#">Exhibit G - Photos of Other Blue Shade Structures in Town.pdf</a>				
Date	Ver.	Action By	Action		Result

### Case SP-AMD-19-002 (Church at Trophy Lakes Shade Structure)

Discussion and recommendation regarding a request to amend the site plan at The Church at Trophy Lakes, generally located west of Trophy Club Drive and north of Village Trail.



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1 Trophy Wood Drive, Trophy Club, TX 76262 | 682.237.2900 | [info@trophyclub.org](mailto:info@trophyclub.org) | [trophyclub.org](http://trophyclub.org)

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**To:** Planning & Zoning Commission

**From:** Lisa Payne, Town Planner

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

**Re:** Case SP-AMD-19-002  
Planning & Zoning Commission Meeting, September 5, 2019

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**Agenda Item:**

**Case SP-AMD-19-002 (Church at Trophy Lakes Shade Structure)**

Discussion and recommendation regarding a request to amend the site plan at The Church at Trophy Lakes, generally located west of Trophy Club Drive and north of Village Trail.

**Strategic Link:**

Nature & Beautification – Maintain Town assets, services, and codes of ordinances that preserve the natural beauty of the Town.

**Background and Explanation:**

The Church at Trophy Lakes, located northwest of the roundabout, is requesting to amend their site plan to allow for shade structures over the existing playground. Two hipped 25' x 25' structures are proposed to stand immediately adjacent to one another to shield the playground equipment, providing 50' x 25' of relief from the hot sun, as shown on Exhibit C. These shade structures will stand 12' tall and have blue shade covers with white posts. The playground is approximately 200' from Village Trail and approximately 280' from Trophy Club Drive so proximity to residents or traffic should not be a concern (Exhibits B & F). The applicant included photos on Exhibit G of blue shade structures found in Trophy Club that are very similar to the proposed. The existing playground equipment and fencing will remain unchanged.

**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 as amended.

Page 1 of 2

**Attachments:**

- Exhibit A – Letter of Intent
- Exhibit B – Site Plan
- Exhibit C – Shade Structure Location Map
- Exhibit D – Shade Cover Color Selection
- Exhibit E – Structural Plans
- Exhibit F – Photos of Site from Street
- Exhibit G – Photos of Other Blue Shade Structures in Town



August 5, 2019

To Whom It May Concern:

The Church at Trophy Lakes requests an amendment to the site plan for our church campus located at 800 Trophy Club Drive.

The amendment includes only adding 2 25' x 25' Hipped Shade Structure Canopies over the existing playground.

The main purpose for this addition is the safety of the children but it will also add aesthetically to the overall appearance of the south side of our facilities.

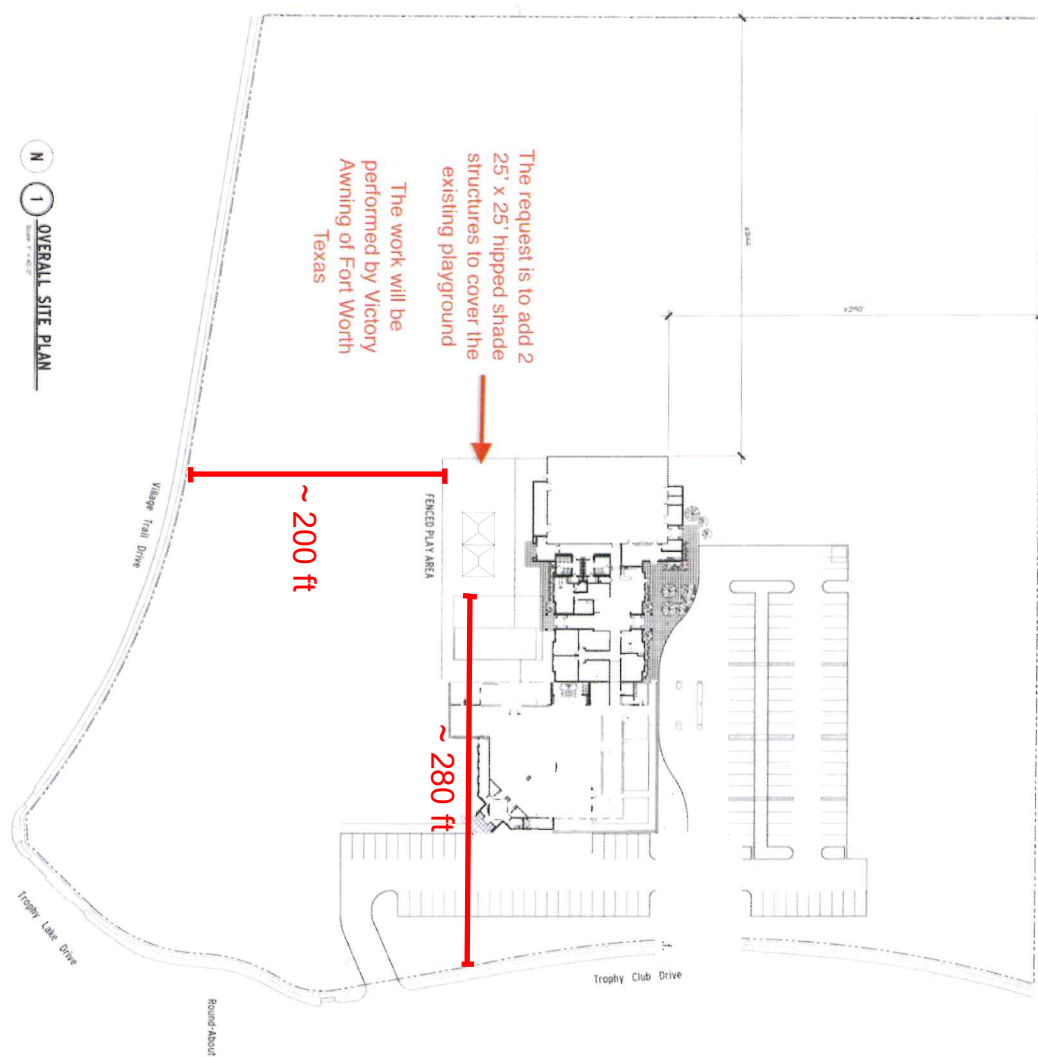
Thank you for your consideration. I am available for any further questions.

Sincerely,

Barry Clingan  
Pastor, The Church at Trophy Lakes  
BClingan@TrophyLakes.org  
423-488-6207



N  
1  
OVERALL SITE PLAN



**The Church at TROPHY LAKES**  
800 Trophy Club Drive  
Trophy Club, Texas



301 S. OAK STREET, STE 100  
ROANOKE, TX 76262  
PH | 817.430.3382  
RGAARCHITECTS.COM

PROJECT NUMBER: 00012  
DATE: 09/27/2019  
REVISIONS:  
SHEET: A1

**Exhibit C**



## Exhibit D



**Polytex®** shadesails are ideal around swimming pools, beach entertainment and barbecue facilities, outdoor leisure and picnic areas. Other applications include playgrounds, preschools, secondary schools, camping grounds, hotels, motels and holiday resorts.

Shadesails made from **Polytex®** also offer a striking alternative to flat roof timber pergolas and can be designed to accentuate any location, whether it be a home, garden or commercial establishment.

It is recommended that these modular free standing structures or shadesails be designed to hold the shade cloth under firm tension.

**Polytex®** provides maximum people protection against the sun's heat and strong Ultra Violet (UV) rays and utilizes the best UV stabilizers from BASF. It also provides good protection against wind, rain and hail.

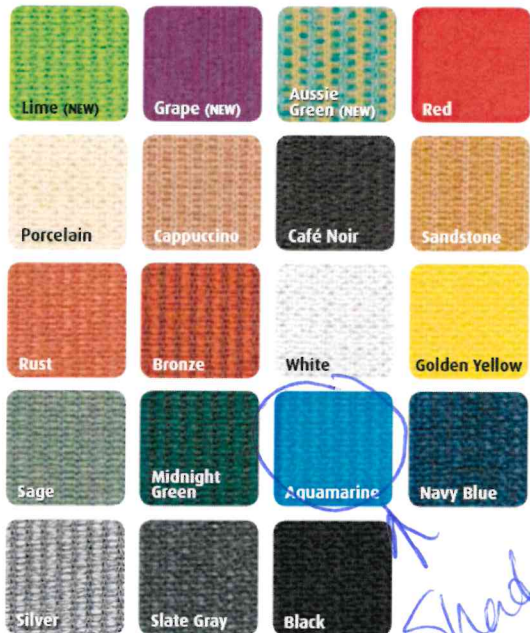
Technical Specifications		WARP	WEFT
Breaking Force (per ASTM D-5034)	lbs	120	296
Elongation at Break (per ASTM D-5034)	%	75	61
Tearing strength (per ASTM D-2261)	lbs	17	25
Mullen Burst (per ASTM D-3786)	lbs/in	Face	444
Ball Burst (per ASTM D-3787)	lbf	Face	293

Colors	UVR %	Mean UPF	Shade Factor %	SRI
Lime (NEW)	95	26	84	56
Grape (NEW)	91	18	81	NA
Aussie Green (NEW)	96	34	91	35
Red	95	20	86	64
Porcelain	94	32	73	87
Cappuccino	94	20	86	36
Café Noir	97	35	96	NA
Sandstone	96	20	86	52
Rust	94	24	87	33
Bronze	96	30	90	21
White	94	15	72	96
Golden Yellow	96	38	78	79
Sage	96	26	92	17
Midnight Green	94	20	92	NA
Aquamarine	93	19	88	31
Navy Blue	97	54	96	NA
Silver	93	16	92	18
Slate Gray	95	36	94	NA
Black	96	55	96	1

SRI - Solar Reflectance Index (per ASTM E 1980). NA - results not available at the time of print.



**Polytex®** is available in 19 designer colors.



Available in:

12.5 feet (width) x 33 yards (length) center folded rolls

**Average weight: 7 oz. per square yard**

### Product Disclaimers:

- The above information represents the results sourced from third party testing authorities, and tolerances may vary by as much as 10%.
- The Manufacturer reserves the right to alter or modify product specifications and colors without notice, and assumes no obligation or liability for the suitability and use of its products other than those applications intended by the manufacturer.
- Colors shown may not be an exact representation of the actual product.
- Outdoor fabrics are subject to harsh conditions and degradation over time is to be expected. Polytex® is supported with a 10 year UV warranty. During this period the fabric will remain serviceable and fit for purpose. Color fading is normal over time. Colors containing red and yellow pigments have a tendency to fade more than others. This is not a loss of strength caused by UV breakdown and is not covered by the product warranty. For more details refer to the supporting Polyfab product warranty.
- Polyfab USA assumes no liability in the event of negligent installation /fabrication or application or choice of cloth.
- During installation, Polyfab shade cloth should not be subject to "pre-stressed" loading in excess of 20%.

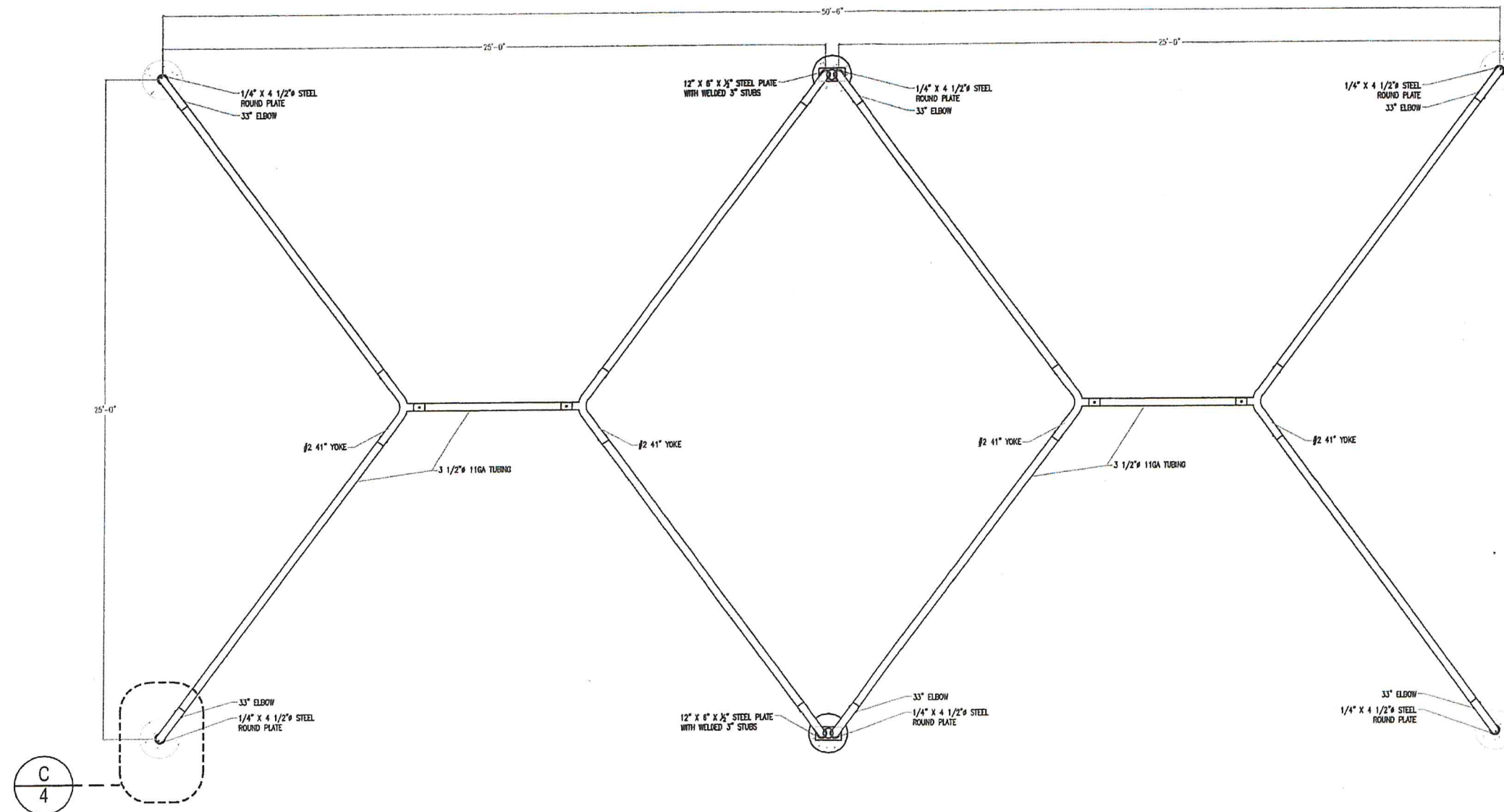


www.PolyfabUSA.com

*Shade cover*  
*Poles are white*



# Exhibit E



1 TOP VIEW  
SCALE: NTS

Jeff L. Griffin, PE  
9515 S. College Ct.  
Tulsa, OK 74137

WILDCAT ENGINEERING, LLC  
F-12011



Victory Awning  
6801 OLD RANDOL MILL RD.  
FORT WORTH, TEXAS 76120

19217  
JOB NO:

KK  
SALES:

TROPHY LAKES ACADEMY  
800 TROPHY CLUB DRIVE  
TROPHY CLUB, TX. 76262

## SHEET DESCRIPTION

TOP VIEW

DATE: 12/20/17

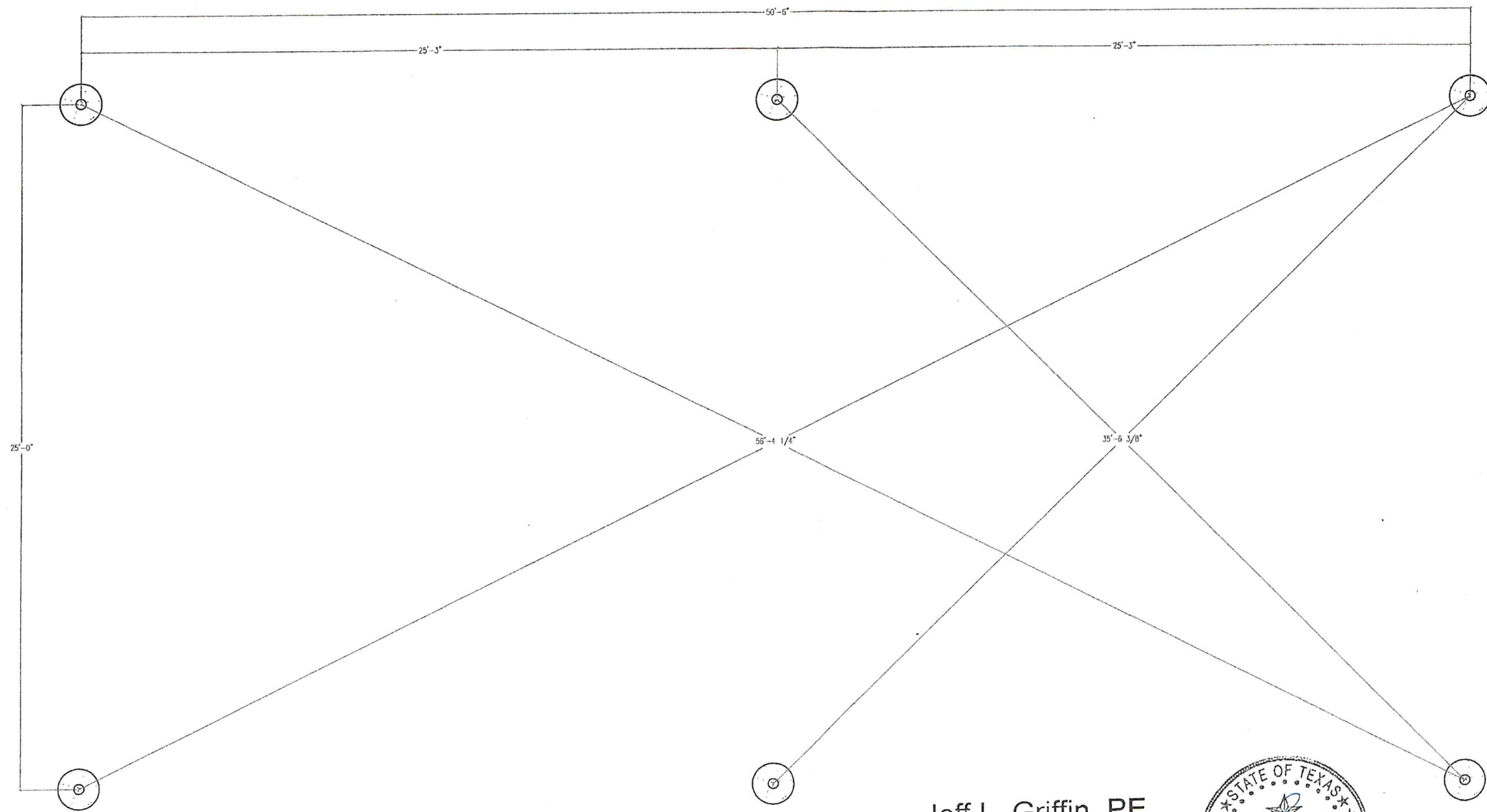
DRAWN: BJ

## SHEET NUMBER

2

SHEET: 2 OF 4 SHEETS

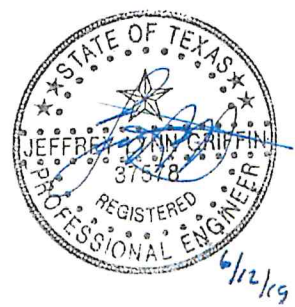
Exhibit E



1 POST/PIER LAYOUT  
SCALE: NTS

Jeff L. Griffin, PE  
9515 S. College Ct.  
Tulsa, OK 74137

WILDCAT ENGINEERING, LLC  
F-12011



Victory Awning  
6801 OLD RANDOL MILL RD.  
FORT WORTH, TEXAS 76120

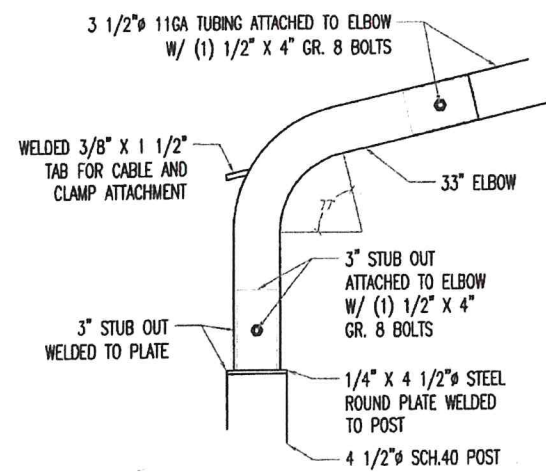
19217  
JOB NO:  
SALES: KK

TROPHY LAKES ACADEMY  
---  
800 TROPHY CLUB DRIVE  
TROPHY CLUB, TX. 76262

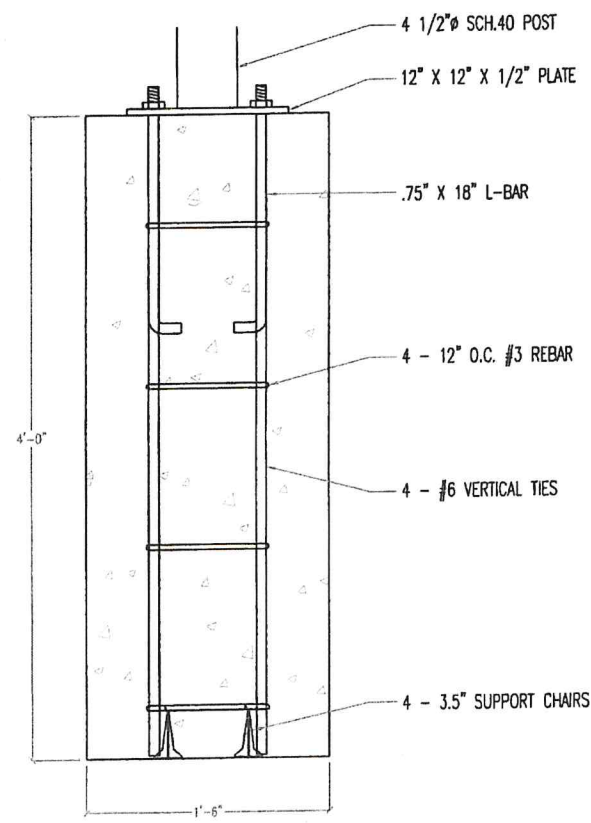
SHEET DESCRIPTION  
TOP VIEW  
DATE: 12/20/17  
DRAWN: BJ

SHEET NUMBER  
3  
SHEET: 3 OF 4 SHEETS

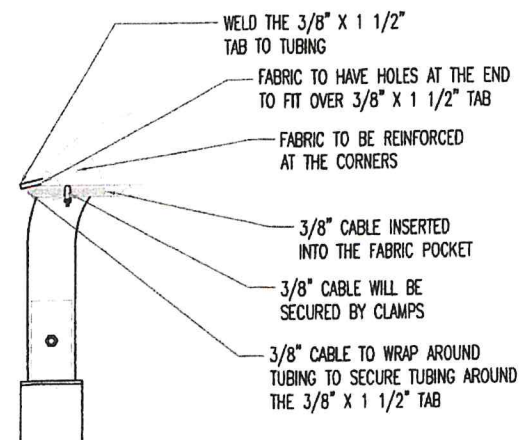
Exhibit E



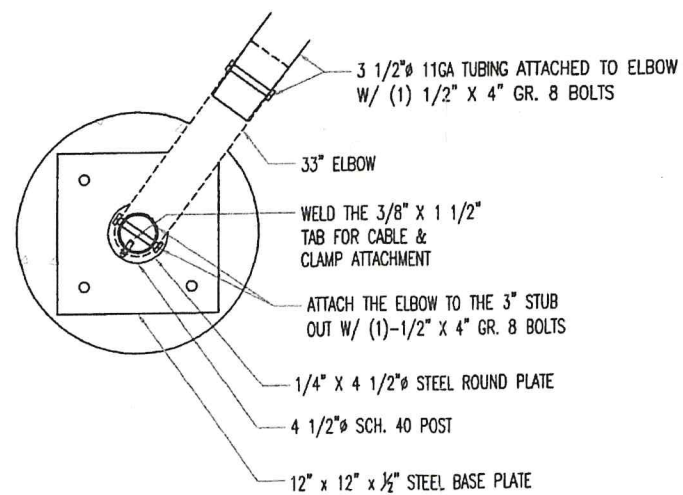
**A** POST-ELBOW ATTACHMENT (SIDE VIEW)  
SCALE: NTS



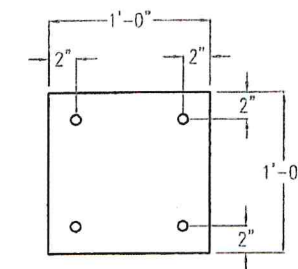
**B** CONCRETE PIER DETAIL  
SCALE: NTS



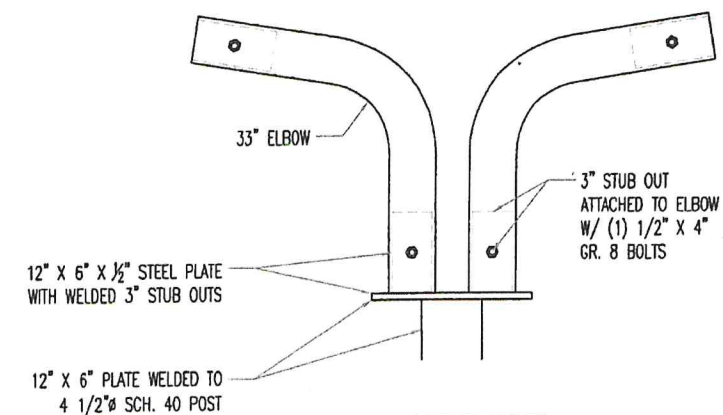
**1** FABRIC ATTACHMENT DETAIL  
SCALE: NTS



**C** POST-ELBOW ATTACHMENT (TOP VIEW)  
SCALE: NTS



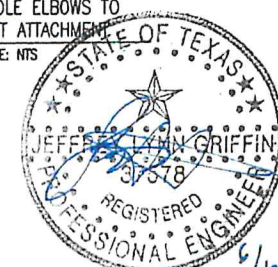
**2** 12" X 12" X 1/2" BASE PLATE  
SCALE: NTS



**D** MIDDLE ELBOWS TO  
POST ATTACHMENT  
SCALE: NTS

Jeff L. Griffin, PE  
9515 S. College Ct.  
Tulsa, OK 74137

WILDCAT ENGINEERING, LLC  
F-12011



Victory Awning

6801 OLD RANDOL MILL RD.  
FORT WORTH, TEXAS 76120

19217

JOB NO:

KK

SALES:

TROPHY LAKES ACADEMY

800 TROPHY CLUB DRIVE  
TROPHY CLUB, TX. 76262

SHEET DESCRIPTION

ATTACHMENT DETAILS

DATE: 12/20/17

DRAWN: BJ

SHEET NUMBER

4

SHEET: 4 OF 4 SHEETS

## Exhibit F



The Church at Trophy Lakes. Existing playground is on the south side of the facility facing Village Trail Drive



## Exhibit G



Independence Park West



Lakeview Elementary  
Planning & Zoning Commission



Montessori School

## Legislation Details (With Text)

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<b>File #:</b>	2019-412-T	<b>Version:</b>	1	<b>Name:</b>	
<b>Type:</b>	Agenda Item	<b>Status:</b>		Regular Session	
<b>File created:</b>	8/28/2019	<b>In control:</b>		Planning & Zoning Commission	
<b>On agenda:</b>	9/5/2019	<b>Final action:</b>			
<b>Title:</b>	Review and approve the minutes of the August 1, 2019 Planning & Zoning Commission Meeting.				
<b>Attachments:</b>	<a href="#">PZ Minutes 08.01.19 FINAL.pdf</a>				

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Review and approve the minutes of the August 1, 2019 Planning & Zoning Commission Meeting.



# Town of Trophy Club

1 Trophy Wood Drive  
Trophy Club, Texas 76262

## Meeting Minutes

### Planning & Zoning Commission

Thursday, August 1, 2019

6:30 PM

Council Chamber

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

Chairman Beach called the August 1, 2019 Planning & Zoning Commission to order at 6:35 p.m. and announced a quorum.

#### Commissioners Present:

Chairman Jeffrey Beach  
Vice Chairman Michael Pipkins  
Commissioner Reginald Barbarin  
Commissioner Brandon Blake  
Commissioner Jacob Gibson  
Commissioner Mike Branum (arrived at 6:53 p.m.)

#### Commissioners Absent:

Commissioner Mike Biggs

#### Staff and Guests Present:

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

#### CONVENE INTO WORKSHOP SESSION

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

Town Attorney Dodd provided state law updates to the commission.

#### CONVENE INTO REGULAR SESSION AT 7:09 PM IN THE COUNCIL CHAMBERS

#### CALL TO ORDER AND ANNOUNCE A QUORUM

Chairman Beach called the August 1, 2019 Planning & Zoning Commission Regular Session to order and announced 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.*

Chairman Beach asked if there were any public requests to speak.

No public requests to speak were submitted.

**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.

Staff report presented by Town Planner Lisa Payne, and she was available for questions as was the applicant.

Dan Holt, architect, spoke about the project and was available for questions.

Sarah Stewart, NISD, addressed traffic concerns and indicated the contractor is the same one currently handling the Byron Nelson HS project.

Chairman Beach called for a motion. Vice Chairman Pipkins moved to approve as presented, seconded by Commissioner Gibson.

Chairman Beach called for a vote. The vote passed unanimously 6-0.

**2019-342-T**

Review and approve the minutes of the June 27, 2019 Planning & Zoning Commission Meeting.

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

Chairman Beach asked for a motion. Commissioner Branum moved to approve the June 27, 2019 minutes as written, which was seconded by Commissioner Gibson.

Motion approved unanimously 6-0.

**2019-343-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 Blake moved to adjourn, seconded by Commissioner Branum.

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

The meeting was adjourned at 7:23 PM.

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

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

## Legislation Details (With Text)

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**File #:** 2019-413-T    **Version:** 1    **Name:**  
**Type:** Agenda Item    **Status:** Regular Session  
**File created:** 8/28/2019    **In control:** Planning & Zoning Commission  
**On agenda:** 9/5/2019    **Final action:**  
**Title:** Receive Town Planner updates on previous cases heard by the Commission and active development in the 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 the Town.