



MINUTES
Prosper Planning & Zoning Commission
Regular Meeting
Prosper Town Hall
Council Chambers
250 W. First Street, Prosper, Texas
Tuesday, May 20, 2025, 6:00 p.m.

1. Call to Order / Roll Call

The meeting was called to order at 6:10 p.m.

Commissioners Present: Chair Brandon Daniel, Vice Chair Damon Jackson, Secretary Josh Carson, John Hamilton, Matthew Furay, and Glen Blanscet

Staff Members Present: David Hoover, AICP (Director of Development Services), Suzanne Porter, AICP (Planning Manager), Dakari Hill (Senior Planner), Jerron Hicks (Planner), and Trey Ramon (Planning Technician)

Other(s) Present: Amanda Davis, Town Attorney

2. Recitation of the Pledge of Allegiance.

CONSENT AGENDA

- 3a. Consider and act upon the minutes from the May 6, 2025, Planning & Zoning Commission work session meeting.
- 3b. Consider and act upon the minutes from the May 6, 2025, Planning & Zoning Commission work session meeting.
- 3c. Consider and act upon the minutes from the May 6, 2025, Planning & Zoning Commission meeting.
- 3d. Consider and act upon the minutes from the May 6, 2025, Planning & Zoning Commission UDC work session meeting.
- 3e. Consider and act upon a request for a Final Plat of Wandering Creek, Phase 2, on 20.1± acres, located on the southeast corner of Wildcat Way and First Street. (DEVAPP-24-0132)
- 3f. Consider and act upon a request for a Site Plan for a Prosper Independent School District Community Center, Administration Building, and Pavillion on Prosper ISD Lakewood Campus, Block A, Lot 1, on 53.3± acres, located on the east side of Lakewood Drive and 900± feet north of University Drive. (DEVAPP-25-0019)
- 3g. Consider and act upon a request for a Final Plat of Prosper ISD Lakewood Campus, Block A, Lot 1, on 53.3± acres, located on the east side of Lakewood Drive and 925± feet north of University Drive. (DEVAPP-25-0018)

3h. Consider and act upon a request for a Conveyance Plat of Parvin 1385 Addition, Block A, Lots 1-2, on 90.1± acres, located on the south side of Parvin Road and 900± feet east of FM 1385. (DEVAPP-25-0040)

Commissioner Hamilton made a request to pull Items 3f and 3g from the Consent Agenda.

Commissioner Carson made a motion to approve Items 3a, 3b, 3c, 3d, 3e, and 3h. The motion was seconded by Commissioner Hamilton. The motion was carried unanimously by a vote of 6-0.

Ms. Porter presented Items 3f and 3g to the Commissioners, provided an overview of the proposed storage tank and pump house location and explained Town Staff's recommendation to relocate the facility away from Lakewood Drive, further into the site by the detention pond.

Dan Heischman, Assistant Director of Engineering Services with the Town of Prosper, discussed with the Commissioners the proposed Traffic Impact Analysis request and the future development of Richland Boulevard and Wildcat Way.

Mike Wilson with TNP Engineering explained to the Commissioners that alternative sites on the property have been extensively researched for the placement of the storage tank and pump house. However, due to uncertainty about future development on the neighboring site, the currently proposed location was considered the most suitable. Since the Preliminary Site Plan, the positions of the pump house and storage tank were switched to better shield the structures from the road, along with the addition of landscape screening.

Commissioner Carson inquired about the purpose of the storage tank and asked for more information pertaining to why relocation of the storage tank was not viewed as a feasible option. Mr. Wilson explained that the purpose of the storage tank was for irrigation of the campus as well as keeping the irrigation ponds full. Additionally, he reiterated the School District's desire to have the eastern portion of the site remain open to accommodate any future development.

Commissioners Carson and Blanscet inquired about the growth rate and maximum height of the yaupon hollies being used to screen the storage tank. Mr. Wilson explained that the trees would be eight feet tall at the time of planting and could grow at a rate of one to two feet per year, reaching a maturity height of twenty to twenty-five feet.

Mr. Wilson stated that the school district was requesting approval of the proposed site plan as submitted, with the inclusion of additional landscaping to screen the storage tank and pump house. Additionally, he requested that approval of the Traffic Impact Analysis be conditioned prior to the construction of Richland Boulevard allowing site improvements to begin while the study is still being reviewed.

Todd Shirley, Chief of Construction & Design with Prosper ISD, addressed the commissioners and emphasized the school district's desire to keep the storage tank in its proposed location.

Commissioner Blanscet made a motion to approve item 3f subject to relocation of the storage tank and pump house, with final placement subject to approval by the Director of Development Services and subject to the Traffic Impact Analysis being approved prior to the release of construction for Richland Boulevard. The motion was seconded by Chairman Daniel. The motion failed by a vote of 3-3 with Commissioners Carson, Hamilton, and Furay, in opposition.

Commissioner Furay inquired whether landscaping would provide sufficient screening for the storage tank and pump house. Mr. Hoover responded that landscaping would not sufficiently screen the area due to the planting needing several years to reach maturity.

Mr. Wilson provided the Commission with examples of water tanks/towers on Town Property that were either near a thoroughfare or did not have screening.

Commissioner Furay made a motion to approve Item 3f subject to staff conditions with modifications to include the relocation of the storage tank and pump house final placement subject to approval by the Director of Development Services and subject to the Traffic Impact Analysis being approved prior to the release of construction for Richland Boulevard. The motion was seconded by Commissioner Carson. The motion was carried unanimously by a vote of 6-0.

Commissioner Blanscet made a motion to approve Item 3g subject to Town Staff's recommendations. The motion was seconded by Commissioner Furay. The motion was carried unanimously by a vote of 6-0.

CITIZEN COMMENTS

No comments were made.

REGULAR AGENDA:

- 4. Conduct a Public Hearing to consider and act upon amending Article 3, Division 1, Section 3.1.4 – Conditional Development Standards and Article 4, Division 9 - Additional and Supplemental, of the Town of Prosper Zoning Ordinance to modify requirements related to drive-throughs. (ZONE-25-0005)**

A motion was made by Commissioner Hamilton to remove Item 4 from the table. The motion was seconded by Commissioner Jackson. The motion was carried unanimously by a vote of 6-0.

Ms. Porter presented Item 4 to the Commissioners and discussed the standards of other municipalities pertaining to drive-throughs. Commissioner Carson recommended that Town Staff also look at other municipalities with similar growth patterns and size including Flower Mound, Southlake, and Trophy Club.

Commissioner Carson suggested adding language to the amendment to address sites with an anchor user that may have adjacent lots with drive-throughs. Additionally, Commissioner Blanscet suggested considering a distance requirement between drive-throughs.

Town Staff emphasized the importance of identifying the specific goals of the amendment. The Commissioners stated that the amendment should address aesthetics, congestion, and safety. Town Staff requested that the item be tabled indefinitely to better refine the language in the amendment and to conduct additional research on similar standards in comparable municipalities.

Commissioner Blanscet made a motion to table Item 4 indefinitely. The motion was seconded by Commissioner Carson. The motion was carried unanimously by a vote of 6-0.

5. Review actions taken by the Town Council and possibly direct Town Staff to schedule topic(s) for discussion at a future meeting.

Ms. Porter informed the Commissioners of the past Town Council actions and upcoming cases for Planning & Zoning Commission action.

Secretary Josh Carson noted that he would not be present at the next Planning & Zoning Commission meeting.

6. Adjourn.

The meeting was adjourned at 8:05 p.m.

Trey Ramon, Planning Technician

Damon Jackson, Vice Chair