



**MINUTES**  
**Regular Meeting of the**  
**Prosper Planning & Zoning Commission**  
Prosper Town Hall  
Council Chambers  
250 W. First Street, Prosper, Texas  
Tuesday December 19, 2023, 6:00 p.m.

**1. Call to Order / Roll Call**

The meeting was called to order at 6:00 p.m.

Commissioners Present: Chair Brandon Daniel, Vice-Chair Damon Jackson, Secretary Cameron Reeves, Sekou Harris, Josh Carson, Glen Blanscet, John Hamilton.

Staff Present: David Hoover, AICP, Director of Development Services; Suzanne Porter, AICP, Planning Manager; Dakari Hill, Senior Planner; Jerron Hicks, Planner, Reynaldo Merlos, Planning Technician.

**2. Recitation of the Pledge of Allegiance.**

**3. CONSENT AGENDA**

- 3a. Consider and act upon the minutes from the December 5, 2023, Planning & Zoning Commission meeting.
- 3b. Consider and act upon a request for a Preliminary Site Plan for Gates of Prosper, Phase 2, Block D, Lot 3, on 16.0± acres, located on the northwest corner of Greenway Drive and Richland Boulevard. The property is zoned Planned Development-67 (PD-67) Gates of Prosper. (DEVAPP-23-0162)
- 3c. Consider and act upon a request for a Revised Conveyance Plat for Gates of Prosper, Phase 3, Block B, Lots 2-6, on 32.9± acres, located north of US 380 and west of Preston Road. The property is zoned Planned Development-67 (PD-67) Gates of Prosper. (DEVAPP-23-0209)
- 3d. Consider and act upon a request for a Site Plan for Gates of Prosper, Phase 3, Block B, Lot 2, on 15.8± acres, located north of US-380 and west of Preston Road. The property is zoned Planned Development-67 (PD-67) Gates of Prosper. (DEVAPP-23-0164)
- 3e. Consider and act upon a request for a Façade Plan for Gates of Prosper, Phase 3, Block B, Lot 2, on 15.8± acres, located north of US-380 and west of Preston Road. The property is zoned Planned Development-67 (PD-67) Gates of Prosper. (DEVAPP-23-0165)
- 3f. Consider and act upon a request for a Replat/Final Plat for Gates of Prosper, Phase 3, Block B, Lots 1R and 2, on 20.2± acres, located north of US 380 and west of Preston Road. The property is zoned Planned Development-67 (PD-67) Gates of Prosper. (DEVAPP-23-0188)

- 3g. Consider and act upon a request for a Final Plat for Windsong Ranch Phase 7G, on 44.4± acres, located north of First Street and west of Windsong Parkway. The property is zoned Planned Development-40 (PD-40) Windsong Ranch. (DEVAPP-23-0213)**

Commissioner Reeves requested to pull Item 3d for review. Motion by Commissioner Hamilton to approve Items 3a, 3b, 3c, 3e, 3f, and 3g and pull 3d for review. Seconded by Commissioner Harris. Motion carried unanimously.

Commissioner Reeves asked for clarification on the number and location of access points to Preston Road.

Mr. Hill answered that there will be two access points to Preston Road and the northern drive aisle is for access to the adjacent commercial property.

Motion by Commissioner Reeves to approve Item 3d. Seconded by Commissioner Hamilton. Motion carried unanimously.

### **CITIZEN COMMENTS**

No comments were made.

### **REGULAR AGENDA**

- 4. Conduct a Public Hearing and consider and act upon a request for a Planned Development for Mini-Warehouse/Public Storage, Restaurant, and Retail uses on 8.7± acres on Collin County School Land Survey, Abstract 147, Tracts 1-7 and 28, located on the northwest corner of North Coleman Street and West Prosper Trail. The property is zoned Agricultural and Commercial. (ZONE-23-0017)**

Mr. Hill requested tabling this item and continuing the public hearing to the January 2, 2024 Planning & Zoning Commission Meeting.

Chair Daniel opened the public hearing.

Commissioner Blanscet made a motion to table Item 4 and continue the Public Hearing to the January 2, 2024 meeting. Seconded by Commissioner Carson. Motion carried unanimously.

- 5. Conduct a Public Hearing to consider a request for a Specific Use Permit to allow Retail Stores and Shops, a Convenience Store (without Gas Pumps), Dry Cleaning, Minor, and Gymnastics/Dance Studio uses on 3.6± acres on Windsong Ranch Office Addition, Block A, Lot 2, located south of Parvin Road and east of North Teel Parkway. The property is zoned Planned Development-103 (PD-103) Windsong Ranch Office. (ZONE-23-0023)**

Commissioners asked Town Staff about the living screen request, the setback reduction request, the adjacent uses and zoning, drive-through restaurants, the difference between a Major and Minor Dry Cleaning, the purpose of the Letter of Intent, the amount of convenience stores allowed without gas pumps on the lot and distance from other convenience stores on surrounding properties, and the type of screening on the veterinary clinic north of the property.

Mrs. Porter answered that the reason for the reduction in the setback is because the lot is adjacent to floodplain that will not be developed to the south and by a future school to the east. Teel Parkway is considered a major thoroughfare and separates the lot from residential and meets the 200 feet setback. The SUP request does not include a drive-through restaurant. If they do submit an SUP for a drive-through, there would need to be a new site plan and new SUP request for the lot. The Letter of Intent is for reference to clarify the allowed uses and the uses that will require an SUP. The definitions for both Major and Minor Dry Cleaning were read from the Zoning Ordinance and discussed. The intent of the living screening is to plant trees that will grow and fill out to provide screening comparable to a wall. The convenience stores without gas pumps do not have regulations like the ones with gas pumps. The convenience stores are classified similar to retail stores that are groceries but on a smaller scale. Upon investigation, the veterinary clinic did not provide screening adjacent to the Prosper ISD property. It appears that property was considered nonresidential during the review of that project, so the veterinary does not have screening on the north and east sides of the property.

Mr. Hoover commented that he had reached out to the Windsong Ranch Developer, and he had no objections to the uses proposed in the SUP request.

Chair Daniel opened the public hearing.

No comments were made.

Chair Daniel closed the public hearing.

Chair Daniel reopened the public hearing.

Resident Rajat Kher expresses support for this SUP.

Chair Daniel closed the public hearing.

Commissioners expressed concern on the use of a Living Screening.

Mrs. Porter commented that there is no set definition for a living screen. The Landscape planner has reviewed and approved the plans. The two types trees that are being proposed will be between 10-12 feet in height at the time of planting.

Commissioner Harris made a motion to approve Item 5. Seconded by Commissioner Reeves. Motion passed unanimously.

**6. Consider and act upon a request for a Preliminary Site Plan for Windsong Ranch Office Addition, Block A, Lot 2, on 3.6± acres, located south of Parvin Road and east of North Teel Parkway. The property is zoned Planned Development-103 (PD-103) Windsong Ranch Office. (DEVAPP-23-0184)**

Commissioner Hamilton made a motion to approve Item 6. Seconded by Vice Chair Jackson. Motion passed unanimously.

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

Mr. Hill stated that the Sign Ordinance and the Drive Through Amendment was approved and the Multifamily amendment was tabled to the January 9<sup>th</sup> Town Council Meeting.

## **8. Adjourn.**

The meeting was adjourned at 6:50 p.m.

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Dakari Hill, Senior Planner

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Cameron Reeves, Secretary