



PLANNING

To: Planning & Zoning Commission

From: Dakari Hill, Senior Planner

Through: David Hoover, AICP, Director of Development Services

Cc: Suzanne Porter, AICP, Planning Manager

Re: Planned Development for 607 East First Street

Meeting: August 5, 2025

Item No. 7

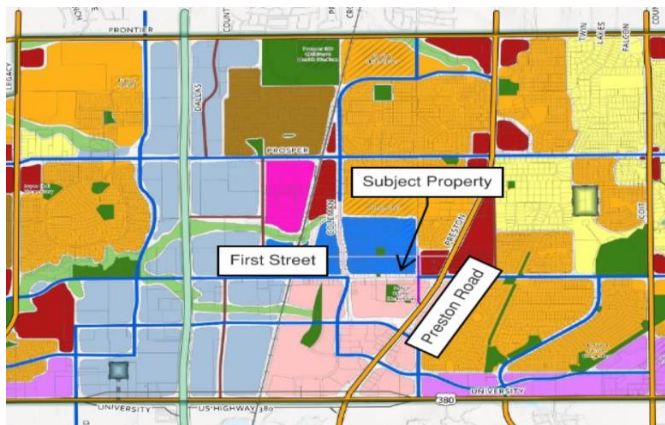
Agenda Item:

Conduct a Public Hearing and consider and act upon a request to rezone 0.7± acres from Single Family-15 to Planned Development-Downtown Office on Collin County School Land Survey 12, Abstract 147, Tracts 39 & 177, located on the northwest corner of Lane Street and First Street. (ZONE-25-0001)

Future Land Use Plan:

The Future Land Use Plan recommends Old Town District.

- The Old Town District recommends a variety of boutique type land uses, ranging from unique and local and local retail establishments, restaurants, and offices. Additionally, it is recommended that historic homes within the Old Town District, particularly areas along First Street and Broadway, may gradually convert to boutique office and retail establishments.



Zoning:

The property is zoned Single Family-15.

Thoroughfare Plan:

This property has direct access to Lane Street and First Street.

Parks Master Plan:

The Parks Master Plan does not indicate that a park is needed on the subject property.

Hike & Bike Trail:

The Hike & Bike Trail Master Plan does not recommend a hike and bike trail along the property.

Legal Obligations and Review:

Notification was provided as required by the Zoning Ordinance and state law. Staff has received one response in support of the proposed zoning request, with restrictions, to date.

Attached Documents:

1. Aerial & Zoning Maps
2. Future Land Use Exhibit
3. Exhibit A-1 – Written Metes and Bounds
4. Exhibit A-2 – Boundary Exhibit
5. Exhibit B – Letter of Intent
6. Exhibit C – Development Standards
7. Exhibit D – Conceptual Plan
8. Exhibit E – Development Schedule
9. Exhibit F – Elevations
10. Exhibit G – Landscape Plan
11. Draft Development Agreement
12. Letter of Support (With Restrictions) – Pool, J.

Description of Agenda Item:

The purpose of this request is to rezone the property from Single Family-15 to a Planned Development with a base zoning of Downtown Office, to allow for the property to be sold as is for residential uses as well as limited commercial uses in the future. The future buyer will develop the site based on the permitted uses and regulations stipulated in the Planned Development.

Compatibility:

The proposed zoning change would not be out of character with the existing neighborhood due to similar conversions of residential structures to commercial structures near the property. Businesses such as Ameriprise Financial (Craig A. Saunders), Prosper Pantry, and Social House Chiropractic, etc. are all located along First Street and zoned Downtown Office. The surrounding properties and the Future Land Use Plan demonstrate that the proposed zoning change is consistent with both the current zoning districts and long-term vision in this area.

The zoning and land use of the surrounding properties are as follows:

	Zoning	Current Land Use	Future Land Use Plan
Subject Property	Single Family-15	Single-Family Residential	Old Town District
North	Single Family-15	Single-Family Residential	Old Town District
East	Downtown Office	Professional Office	Old Town District
South	Single Family-15	Single-Family Residential	Old Town District
West	Single Family-15	Single-Family Residential	Old Town District

District Regulations:

The district regulations within the Planned Development compared to the regulations in the Downtown Office District in the Town's Zoning Ordinance are shown below.

	DTO Regulations (Zoning Ordinance)	Proposed Regulations (Development Standards)
Size of Yards	Front: 25' Side: 5' (Adj. to Residential) 15' (Adj. to First Street) Rear: 10'	Front: 25' Side: 5' (Adj. to Residential) 15' (Adj. to First Street) Rear: 10'
Size of Lots	Minimum Area: 6,000 SF Minimum Lot Width: 50' Minimum Lot Depth: 120'	Minimum Area: 6,000 SF Minimum Lot Width: 50' Minimum Lot Depth: 120'
Maximum Height	Stories: Two Stories or 40'	Stories: Two Stories or 40'
Maximum Lot Coverage	Lot Coverage: 55 Percent	Lot Coverage: 55 Percent

Uses:

The list of permitted uses within this Planned Development is shown below.

- By Right:
 - Administrative/Medical and Professional Office
 - Architectural or Interior Design Studio
 - Boutique Retail
 - Materials Showroom
 - Single-Family Dwelling
- By Specific Use Permit:
 - Bed and Breakfast
 - Coffee Shop
 - Tea Room

Landscaping:

The landscaping regulations within the Planned Development compared to the regulations in the Town's Zoning Ordinance are shown below.

	DTO Regulations (Development Standards)	Proposed Regulations (Development Standards)
Adjacent to Thoroughfares	Easement: 5' (Legacy Drive) 5' (First Street) Plantings: One ornamental tree every 30 linear feet.	Easement: 5' (Legacy Drive) 5' (First Street) Plantings: One ornamental tree every 30 linear feet.
Adjacent to Residential Development	Buffer: 5' (Northern Boundary) 5' (Western Boundary) Plantings: One ornamental tree every 30 linear feet.	Buffer: 5' (Northern Boundary) 5' (Western Boundary) Plantings: One ornamental tree every 30 linear feet.

Architectural Standards:

The architectural standards within this Planned Development are shown below.

- Permitted Building Materials:
 - Clay Fired Brick
 - Granite
 - Marble
 - Stone (Natural, Precast, or Manufactured)
 - Other Materials as Approved by Director of Development Services

- Design:
 - Existing Structures
 - Exterior alterations, not related to maintenance, must be approved by the Director of Development Services.
 - New Structures
 - Buildings shall incorporate covered porches into the front façade, a multiplicity of roof forms, and high pitch roof lines.
 - Architectural styles such as Craftsman, Folk Traditional, and Victorian are recommended.

Screening and Fencing:

The screening and fencing standards within this Planned Development require a six-foot cedar board-on-board wooden fence to be installed adjacent to residential development.

Town Staff Recommendation:

The proposed zoning request is compliant with the Future Land Use Plan designation of this area as Old Town District. Additionally, the proposed zoning request is consistent with the surrounding area based upon previous conversions of residential structures to commercial along First Street. Lastly, the Planned Development allows for a Development Agreement that requires Town approval for alterations on existing structures and ensures the building materials for any new structures. For these reasons, Town Staff recommends approval of the request to rezone 0.7± acres from Single Family-15 to Planned Development-Downtown Office on Collin County School Land Survey 12, Abstract 147, Tracts 39 & 177, located on the northwest corner of Lane Street and First Street.

Town Council Public Hearing:

Upon a recommendation by the Planning & Zoning Commission, a Public Hearing for this item will be scheduled for the Town Council at their Regular meeting on August 26, 2025.