



**MINUTES**  
**Prosper Planning & Zoning Commission**  
**Regular Meeting**  
Prosper Town Hall  
Council Chambers  
250 W. First Street, Prosper, Texas  
Tuesday, June 17, 2025, 6:00 p.m.

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

The meeting was called to order at 6:21 p.m.

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

Staff Members Present: David Hoover, AICP (Director of Development Services), Suzanne Porter, AICP (Planning Manager), Dakari Hill (Senior Planner), Jerron Hicks (Planner), and Michelle Crowe (Senior Administrative Assistant)

Other(s) Present: Jeremy Page, Town Attorney

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

**CONSENT AGENDA**

- 3a. Consider and act upon the minutes from the June 3, 2025, Planning & Zoning Commission work session meeting.
- 3b. Consider and act upon the minutes from the June 3, 2025, Planning & Zoning Commission regular meeting.
- 3c. Consider and act upon the minutes from the June 3, 2025, Planning & Zoning Commission work session meeting regarding the Unified Development Code.
- 3d. Consider and act upon a request for a Final Plat for a Public School, on 85.5± acres, located on the southeast corner of West First Street and South Teel Parkway. The property is zoned Planned Development-48 (PD-48) Grey Tract 163. (DEVAPP-23-0066)
- 3e. Consider and act upon a request for a Waiver for Lot Frontage on Frontier South, Block A, Lot 3, on 1.7± acres, located on the west side of Preston Road and 500± feet north of Coleman Street. (WAIV-25-0003)
- 3f. Consider and act upon a request for a Preliminary Site Plan for Restaurant/Retail and Retail Buildings on Frontier South, Block A, Lots 1-3, on 7.9± acres, located on the west side of Preston Road and 500± feet north of Coleman Street. (DEVAPP-24-0128)
- 3g. Consider and act upon a request for a Site Plan for a Restaurant/Retail Building on Westside Addition, Block A, Lot 18R, on 3.2± acres, located on the east side of FM 1385 and 1,100± feet north of University Drive. (DEVAPP-24-0135)

- 3h. Consider and act upon a request for a Replat for a Restaurant/Retail Building on Westside Addition, Block A, Lot 18R, on 3.2± acres, located on the east side of FM 1385 and 1,100± feet north of University Drive. (DEVAPP-24-0133)
- 3i. Consider and act upon a request for a Façade Plan for a Restaurant/Retail Building on Westside Addition, Block A, Lot 18R, on 3.2± acres, located on the east side of FM 1385 and 1,100± feet north of University Drive. (DEVAPP-24-0136)
- 3j. Consider and act upon a request for a Waiver for Lot Frontage on Victory at Frontier, Block A, Lots 3 and 9, on 13.3± acres, located on the south side of Frontier Parkway and 345± feet west of Preston Road. (WAIV-25-0001)
- 3k. Consider and act upon a request for a Preliminary Site Plan for a Health Studio, Parking, Open Space, and Restaurant/Retail Buildings on Victory at Frontier, Block A, Lots 3, 5, 8, and 9, on 18.5± acres, located on the south side of Frontier Parkway and 345± feet west of Preston Road. (DEVAPP-25-0014)
- 3l. Consider and act upon a request for a Revised Conveyance Plat of Victory at Frontier, Block A, Lots 3, 5, 8, and 9, on 18.5± acres, located on the south side of Frontier Parkway and 345± feet west of Preston Road. (DEVAPP-25-0015)
- 3m. Consider and act upon a request for a Preliminary Plat of Mirabella, on 190.2± acres, located on the north side of University Drive and 1,000± feet west of Custer Road. (DEVAPP-25-0039)
- 3n. Consider and act upon a request for a Revised Preliminary Site Plan for Medical Office and Restaurant/Retail Buildings on Prosper Center, Block A, Lots 10-11, on 6.2± acres, located on the northwest corner of Legacy Drive and Prairie Drive. (DEVAPP-25-0041)

Commissioner Hamilton made a motion to pull Items 3e, 3f and 3j, 3k, and 3l. Commissioner Blanscet made a motion to pull Item 3m from the Consent Agenda.

Commissioner Carson made a motion to approve Items 3a, 3b, 3c, 3d, 3g, 3h, 3i, and 3n. The motion was seconded by Commissioner Hamilton. The motion was carried unanimously by a vote of 5-0.

Mr. Hill presented Items 3e and 3f. Staff discussed the waiver request. Staff recommend conditioning the approval of the preliminary site plan upon the creation of a Property Owners' Association prior to the recordation of a plat to subdivide the property, as well as Town Council's approval of a waiver for lot frontage of Lot 3.

Commissioner Hamilton stated it is not typical to approve zoning without frontage onto a major road, like Preston Road, but the zoning was previously approved knowing there were lots without frontage. There was a question as to whether access to the back building could be improved since the pathway is concerning. Additionally, the change from office to retail would require additional parking, though there is adequate parking on the plan.

Mr. Hill stated the plans have been evaluated by the Engineering and Fire Departments and have approved the proposal and the lot layout matches the zoning concept plan.

Commissioner Carson further discussed with Mr. Hill the parking requirements for the proposed development.

Commissioner Hamilton asked if there will be any future development that would connect to the west or south of the property, with Mr. Hill confirming that there will be no future development or connections to Lot 3.

Commissioner Hamilton made a motion to approve Items 3e and 3f. The motion was seconded by Commissioner Carson. The motion was carried unanimously by a vote of 5-0.

Mr. Hill presented an overview of Items 3j, 3k, and 3l.

Commissioner Carson requested clarification regarding open space versus landscape area.

Mr. Hill stated that open space is not required landscaping. In the ordinance we have required landscaping, whether it is parking islands, buffers along thoroughfares. Those cannot be counted as open space. Open space must be green space outside of that required landscaping.

Commissioner Hamilton made a motion to approve Items 3j, 3k and 3l, subject to staff recommendations. The motion was seconded by Commissioner Furey. The motion was carried unanimously by a vote of 5-0.

Regarding Item 3m, the Commissioners and Staff discussed the proposed plat and how it compared to the previously approved plat regarding lot size, lot count, lot widths and design. This new preliminary plat has been reconfigured to preserve more natural treed areas

Commissioner Blanscet asked about the minimum lot width of 55 feet and inquired whether there could be an amendment for a minimum lot width of 60 feet. Mr. Dalton Smith, the engineer that drafted the plat, confirmed there are no lots less than 60 feet wide. Mr. Jeremy Page, Town Attorney, noted that an amendment could not be made to the minimum lot width as it is a stipulation of the zoning.

Commissioner Blanscet made a motion to approve Items 3m. The motion was seconded by Commissioner Hamilton. The motion was carried unanimously by a vote of 5-0.

### **CITIZEN COMMENTS**

Mr. Costa – Requested changes to the Light ordinance, specifically to § 4.6.8.B to change from wattage to lumens and modify the exemption to motion detection lights.

Ms. Schlemmer – Requested resolution to issues with the development of her property that was rezoned and will be used for a barber shop. There is a non-conforming building on the property. Variances may be needed.

### **REGULAR AGENDA:**

- 4. Conduct a Public Hearing and consider and act upon a request to rezone 373.5± acres from Agricultural to a Planned Development allowing for both Single-Family and Age-Restricted Single-Family Residences, located on the south side of Parvin Road and 2,070± fee east of FM 1385. (ZONE-24-0022)**

Mr. Hill presented an overview of Regular Agenda Items 4 and 5.

The applicant, Mr. Mike Boswell of Toll Brothers, provided a presentation with slides regarding the proposal.

Commissioner Hamilton requested clarification regarding the location of the amenity center in the active adult community and inquired whether there would be trails, other than sidewalks, for residents to use to navigate throughout the community. Mr. Boswell noted that the proposed

location was intentional because it can be seen when entering the community making it a market feature. Hamilton stated that he would like to see an amenity center on the south side of the community to provide residents further away from the proposed amenity center with a closer option.

Commissioner Hamilton requested clarification on the home sizes, noting that the standards indicated they would be a minimum of 1,800 square feet. Mr. Boswell noted that the smallest home size would be 3,000 square feet.

Commissioner Hamilton requested clarification of the proposed usage of green space on the property located on the north side of Frontier Parkway, where the homes are isolated. Mr. Boswell stated that it is set up to be the size needed for a pocket park.

Commissioner Hamilton requested clarification on the connectivity between this development and Windsong Ranch and if there is a place for another connection to the south. Mr. Boswell noted that there will be a large mobility loop. Additionally, Boswell indicated that there was a Town Park on the south side of the development and that there had been some communication with the Parks Department about the possibility of connection; however, no plan had been put in place at this point.

Commissioner Hamilton asked if the applicant would be opposed to adding language requiring three-car garages on the eastern tract and increasing the minimum size of garages from 400 square feet to 600 square feet. Mr. Addison Rogers, with Toll Brothers, discussed this possibility, indicating that he did not believe adding language for a 600 square foot garage would be an issue.

Commissioner Hamilton stated that he supported a 55-year-old and older community, citing it as a need for the Town. Additionally, he added that an active adult community made sense on the western tract. Commissioner Hamilton also stated that he would like to see an additional amenity center on the southern portion of the active adult community to allow accessibility to amenities for residents in that area of the neighborhood and introducing larger lots sizes up to 20,000 square feet on the eastern tract.

Commissioner Carson stated that he appreciates the quality of homes Toll Brothers builds. concerns regarding the density of the proposal and would like to see increased lot sizes, getting them up to 12,500 square feet. He stated that the creek area and flood plain were important natural features that added to the proposal; however, the lack of amenities shown on both tracts and the higher density in the active adult community made it hard to support the proposal in its current state. Commissioner Carson stated that the proposal would be more favorable with more green space, pocket parks, and trails on the southern portion of the active adult community and elimination of some of the permitted uses not indicated on the proposed concept plan. Regarding facades, placing a farmhouse style lot on a 55-foot lot seems unusual.

Commissioner Blanscet noted his agreement with the concerns other commissioners had voiced. Additionally, he indicated that he was not in favor of lots that were 55 feet wide, indicating that a 65-foot-wide lot is still small and could work. He emphasized the need for additional amenity areas throughout the development. Mr. Boswell addressed the amenity concerns, asking to be mindful that the lots not be reduced because the park fees could fund parks and that park areas are not located in an area to provide amenities to other communities or towns.

Commissioner Furay also noted his agreement with the concerns other commissioners had voiced and asked the applicant about the amount of cementitious fiber board utilized on the Craftsman and Modern Farmhouse home styles. Mr. Boswell indicated that a higher amount of cementitious fiber board would be used for the Craftsman and Modern Farmhouse home styles than what is represented on the elevation in the exhibit.

Commissioner Furay stated that he had concerns regarding the portion of the community on the north side of Frontier Parkway and asked the applicant about possible signage to indicate that the area was connected to the community on the south side of Frontier Parkway.

Mr. Boswell stated that the area shown on the concept plan on the north side of Frontier Parkway was orphaned due to the future realignment of the road indicated on the Town's Master Thoroughfare Plan. He stated that some details were still unknown since the exact layout of the road is not finalized. However, Boswell stated that there was an opportunity for the area to have amenities and green space for the homes on the north side of Frontier Parkway.

Vice Chair Damon Jackson opened the public hearing. He noted that two forms were submitted, both not opposed to the item. No citizen comments were made at the meeting.

Vice Chair Damon Jackson closed the public hearing.

The Commission expressed that they could not support the current proposal but could potentially support the proposal if adjustments were made, including increasing the lot sizes on the western tract by eliminating 55-foot-wide lots and substituting them with 65-foot-wide lots, adding larger lots ranging from 12,500 square feet to 20,000 square feet in the eastern tract, updating the facades to represent more of what is being built in the Town, consider what is good for the Town residents for park and open space regardless of the proximity of other municipalities, providing a park or amenity within a certain proximity to all lots (3-5 walking minutes) by spacing out amenities throughout the development, evaluating whether cementitious fiber board should be considered masonry, consider how to implement the diversity of home styles within the development and whether it will be feasible, and requiring that an amenity (pocket park) for the residential lots to the north.

Commissioner Hamilton recommended tabling Items 4 and 5 to give the applicant the opportunity to adjust the proposal based on feedback from the commissioners.

Mr. Page confirmed that the Commission had the authority to table both items.

Commissioner Hamilton made a motion to table Regular Agenda Items 4 and 5 to the July 15, 2024, meeting. The motion was seconded by Commissioner Carson. The motion was carried unanimously by a vote of 5-0.

**5. Conduct a Public Hearing and consider and act upon a request to amend the Future Land Use Plan from Medium Density Residential to High Density Residential, on 191.7± acres, located on the south side of Parvin Road and 2,070± feet east of FM 1385. (COMP-24-0002)**

This was a companion to Item 4.

Commissioner Hamilton made a motion to table Regular Agenda Items 4 and 5 to the July 15, 2024, meeting. The motion was seconded by Commissioner Carson. The motion was carried unanimously by a vote of 5-0.

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

Mr. Hill informed the Commissioners of past Town Council actions and upcoming cases for Planning & Zoning Commission consideration. The Commissioners and Town Staff discussed procedures for the work sessions.

Mr. Hoover confirmed that the Capital Improvement Advisory Committee will be meeting on Monday, June 30, 2025 and that a recommendation would need to be made by the Town Council by September 1<sup>st</sup>.

Commissioner Hamilton made a motion to adjourn the meeting. The motion was seconded by Commissioner Blanscet. The motion was carried unanimously by a vote of 5-0.

## **7. Adjourn.**

The meeting was adjourned at 8:32 p.m.

---

Michelle Crowe, Senior Administrative Assistant

---

Josh Carson, Secretary