



**MINUTES**  
**Prosper Planning & Zoning Commission**  
**Regular Meeting**  
Prosper Town Hall  
Council Chambers  
250 W. First Street, Prosper, Texas  
Tuesday, November 5, 2024, 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 Josh Carson, Sekou Harris, 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)

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

**3. Election of Officers**

Commissioner Hamilton made a motion to nominate Chair Brandon Daniel as Chair. The motion was seconded by Commissioner Jackson. The motion was carried unanimously by a vote of 7-0.

Commissioner Hamilton made a motion to nominate Commissioner Damon Jackson as Vice Chair. The motion was seconded by Commissioner Sekou Harris. The motion was carried unanimously by a vote of 7-0.

Commissioner Hamilton made a motion to nominate Commissioner Josh Carson as Secretary. The motion was seconded by Commissioner Sekou Harris. The motion was carried unanimously by a vote of 7-0.

**CONSENT AGENDA**

- 4a. Consider and act upon the minutes from the October 15, 2024, Planning & Zoning Commission regular meeting.**
- 4b. Consider and act upon a request for a Site Plan for Office Warehouses on Prosper Business Park, Block B, Lots 9-11, on 5.7± acres, located on the northeast corner of Mike Howard Lane and Safety Way. (DEVAPP-23-0138)**
- 4c. Consider and act upon a request for a Final Plat of Prosper Business Park, Block B, Lots 9-11, on 5.7± acres, located on the northeast corner of Mike Howard Lane and Safety Way. (DEVAPP-23-0141)**
- 4d. Consider and act upon a request for a Site Plan for an Amenity Center on Windsong Ranch Phase 6E Addition, Block X, Lot 3, on 1.9± acres, located on the northwest corner of Bridges Drive and Verdin Street. (DEVAPP-24-0018)**

- 4e. Consider and act upon a request for a revised Site Plan of the Silo Park Addition, Block A, Lots 3R1 and 3R2, located on the northeast corner of McKinley Street and Broadway Street. (DEVAPP-24-0104)**
- 4f. Consider and act upon a request for a Replat of Silo Park Addition, Block A, Lots 3R1 and 3R2, located on the northeast corner of McKinley Street and Broadway Street. (DEVAPP-24-0078)**
- 4g. Consider and act upon a request for a Site Plan for a Middle School on Prosper Middle School No. 7 Addition, Block A, Lot 1, on 36.9± acres, located on the west side of Legacy Drive and 1,555± feet north of Prosper Trail. (DEVAPP-24-0102)**
- 4h. Consider and act upon a request for a Final Plat of Prosper Middle School No. 7 Addition, Block A, Lot 1, on 36.9± acres, located on the west side of Legacy Drive and 1,555± feet north of Prosper Trail. (DEVAPP-24-0100)**
- 4i. Consider and act upon a request for a Site Plan of a Town Park in Windsong Ranch, Phase 7B, Block E, Lot 12, on 7.7± acres, located on the northwest corner of Sandhills Lane and Good Hope Road. (DEVAPP-24-0105)**

Commissioner Blanscet made a request to pull Items 4b, 4c, 4d, 4g, and 4h from the Consent Agenda for further review.

Commissioner Hamilton made a motion to approve Items 4a, 4e, 4f, and 4i. The motion was seconded by Commissioner Carson. The motion was carried unanimously by a vote of 7-0.

For Item 4b, Mr. Hill informed the Commissioners that an amendment will be presented at a later date to allow a setback reduction.

Commissioner Blanscet asked if the buildings north of the property have the same setback that is being requested. Mr. Hill responded that the buildings do not have the same setback and that the reason for this request is so the to provide screening from Atmos to the east when driving on Mike Howard Lane.

Commissioner Harris asked why this plan is being approved before the amendment rather than together. Mr. Hill stated that this will be the last phase of the development and that the building permit will be held until the amendment is approved. Mr. Hoover provided further explanation for the timeline and details about the project.

Commissioner Blanscet made a motion to approve Items 4b and 4c. The motion was seconded by Commissioner Jackson. The motion was carried unanimously by a vote of 7-0.

For Item 4d, Commissioners expressed concerns and asked questions regarding the parking for the development and the differences to the parking arrangement along Bridges Drive in comparison with Toliver Drive and Verdin Street.

Staff explained that the parking on Bridges Drive is different from Toliver Drive and Verdin Street due to it being a wider road. The parking has been approved by Engineering and Fire Staff. There is currently no set parking ratio for this use, but staff wanted as much parking as possible. Parking is permitted along public streets.

Commissioner Blanscet made a motion to approve Item 4d. The motion was seconded by Commissioner Furay. The motion was carried unanimously by a vote of 7-0.

For Item 4g, Commissioners and Staff discussed the type of screening placed between schools and residential development. Staff explained that typically, a living screen is applied between a public school and a residential development.

Commissioner Jackson made a motion to approve Item 4g and 4h. The motion was seconded by Commissioner Furay. The motion was carried unanimously by a vote of 7-0.

### **CITIZEN COMMENTS**

No comments were made.

### **REGULAR AGENDA**

- 5. Conduct a Public Hearing and consider and act upon a request to rezone 20.1± acres on Collin County School Land Survey 12, Abstract 147, Tracts 8 & 10 from Agricultural and Commercial Corridor to Planned Development–Commercial Corridor, located on the northwest corner of Dallas Parkway and First Street. (ZONE-24-0007)**

Mr. Hill explained that this item was tabled at the previous Planning & Zoning Commission meeting and Town Staff is requesting Item 5 to be tabled indefinitely to allow additional time for the applicant to finalize their request.

Chair Daniel removed the item from the table and closed the public hearing for Agenda Item 5. Commissioner Hamilton made a motion to table item 5 indefinitely. Commissioner Harris seconded the motion. The motion was carried unanimously by a vote of 7-0.

- 6. Conduct a Public Hearing and consider and act upon a request to rezone 120.5± acres on Collin County School Land Survey 12, Abstract 147, Tract 45 from Planned 2 Page 3 of 3 Development-44 (Single Family & Retail) to a Planned Development with Single Family and Retail uses, located on the southeast corner of Legacy Drive and Frontier Parkway. (ZONE-24-0013)**

Mr. Hill presented the case, detailing the additions and revisions being made from the existing Planned Development-44 to create a new Planned Development.

Chair Daniel removed the item from the table.

Commissioner Jackson asked questions and clarifications regarding lot sizes and whether the lots would be considered high density. Mr. Hill explained that while the lot sizes are smaller those identified for Medium Density areas per the Comprehensive Plan, the total density is within the recommend allowance for Medium Density.

Commissioner Blanscet asked if there would be any residential or commercial changes with the architectural standards from Planned Development-44. Mr. Hill as well as Mr. Hoover explained that the current architectural standards in Planned Development-44 cannot be enforced. These standards cannot be enforced until the new Planned Development is created.

Chair Daniel opened the public hearing.

Clint Richardson presented the proposed development on behalf of the applicant. Items that were discussed between the applicant and Commissioners included the allocation of certain lots to have porches, lot sizes, density and home sizes.

Chair Daniel closed the public hearing.

Commissioner Hamilton stated he was in favor of the proposal and proposed changes.

Commissioner Harris expressed that minimum requirements are important to maintain; however he is in support of moving forward. He expressed concerns about the commercial component.

Commissioner Carson stated he is not in favor of the residential component that is being proposed. He expressed support for the commercial component.

Commissioner Jackson stated he echoes the sentiments of Commissioner Harris and Commissioner Carson and is not in favor of larger homes with less space and is not in favor of the proposal.

Commissioner Blanscet stated he was in favor of the proposal and proposed changes.

Commissioner Furay stated he was not against the proposal but asked Town Staff if this proposal needs to be tabled so the changes can be made by the developer and presented to the Commission at a later time. Mr. Hill informed Commissioner Furay that the changes can be made through the motion.

Chair Daniel stated he was in favor of the changes that have been presented.

Commissioner Blanscet made a motion to approve Item 6 subject to the following changes:

- Type C lots will be added at a minimum of 12,000 square feet and minimum number of 40 lots.
- The maximum number of Type A lots will be 150.
- The maximum lot coverage will be modified from 45% to 50%.
- The description of the wall being built between the commercial and residential developments will be placed by the first development to be built.
- The minimum number of Type B lots will be removed.

Commissioner Hamilton seconded the motion. The motion was carried by a vote of 4-3 with Commissioner Harris, Commissioner Carson, and Commissioner Jackson in opposition.

**7. Conduct a Public Hearing and consider and act upon a request to rezone 5.7± acres on George Horn Survey, Abstract 412, Tract 2 from Agricultural to Planned Development–Retail, located on the west side of Custer Road and 470± feet south of Frontier Drive. (ZONE-24-0017)**

Mr. Hill presented the item and informed the Commissioners that two letters of opposition were received.

The Commissioners and Staff discussed the types of retail allowed on the north side of the development, the type of screening required adjacent to the surrounding residential uses, and the objection submitted by Rhea's Mill Baptist Church.

Chair Daniel opened the public hearing.

Mr. Oelfke, the applicant, presented the proposal and answered questions from the Commission. He indicated that the use is a private school for four- and five-year-olds that would be open during the week only. There would be 64 students and 10 staff members. Mr. Oelfke explained that there will be no all-parent events. Pick-up and drop-off was discussed, and it would take 15-20 minutes. The hours of operation will be between 8:30 a.m. and 2:30 p.m. with pick up and drop off times before and after these times. It would not conflict with the day care drop off and pick up times with the day care at the church to the south. Mr. Oelfke explained they will abide by the Town's requirements regarding animals on the property.

There was discussion regarding the type of screening between this property and adjacent properties. Staff recommended a living screen on the property proposed to be developed for the school. There are a considerable number of existing trees on the site. It was discussed whether a solid living screen is needed. Mr. Hoover explained that the living screen will not be a requirement if the Commissioners modified the requirement.

Chair Daniel closed the public hearing.

Commissioner Harris made a motion to approve Item 7. Commissioner Furay seconded the motion. The motion was carried by a vote of 6-1 with Commissioner Hamilton in opposition of the living screen and not the development.

Chair Daniel requested that Staff review the screening requirements more so that they can be addressed at the Town Council meeting.

**8. 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. Commissioners and Staff discussed procedures for the work sessions and regular meetings.

Commissioner Carson stated he will not be present at the November 19, 2024, meeting.

Commissioner Hamilton requested that a dialogue be made about living screens as well as parking for pickleball courts.

Commissioner Harris made a motion to adjourn the meeting. The motion was seconded by commissioner Jackson. The motion was carried unanimously by a vote of 7-0.

**Adjourn.**

The meeting was adjourned at 8:33 p.m.

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Trey Ramon, Planning Technician

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Josh Carson, Secretary