



PLANNING

To: Planning and Zoning Commission **Item No. 4c**

From: Dakari Hill, Senior Planner

Through: David Hoover, AICP, Director of Development Services

Cc: Suzanne Porter, AICP, Planning Manager

Re: Site Plan for Public Works and Parks Operations Facilities Addition, Block A, Lot 1

Meeting: April 21, 2026

Agenda Item:

Consider and act upon a request for a Site Plan for a Municipal Administration Building on Public Works and Parks Operations Facilities Addition, Block A, Lot 1, on 21.9± acres, located on the southeast corner of Mike Howard Lane and Safety Way. (DEVAPP-25-0097)

Future Land Use Plan:

The Future Land Use Plan designates this area as Business Park.

Zoning:

The property is zoned Single Family-15. A municipal building is a permitted use in this zoning district.

Conformance:

The Site Plan conforms to the development standards of Single Family-15.

Description of Agenda Item:

The Site Plan consists of a 30,500 square foot municipal administration building and associated parking. The property is currently the location of the Public Works facilities. The new building will house Public Works and Parks operations for the Town.

Access:

Access is provided from Mike Howard Lane and Safety Way.

Landscaping, Open Space, and Screening:

The proposed development complies with all landscaping and open space requirements.

A living screen is being proposed around the generator and transformer in lieu of a masonry screening wall. Town Staff is requesting all mechanical equipment including the generators and transformers be screened with a masonry wall.

Companion Item:

As a companion item, a Final Plat (DEVAPP-25-0098) is on this Planning and Zoning Commission agenda.

Attachments:

1. Location Map
2. Site Plan
3. Open Space Plan

Town Staff Recommendation:

Town Staff recommends approval of the Site Plan subject to:

- All mechanical equipment including the generators and transformers to be screened with a masonry wall.