



**MINUTES**  
**Regular Meeting of the**  
**Prosper Planning & Zoning Commission**  
Prosper Town Hall  
Council Chambers  
200 S. Main Street, Prosper, Texas  
Tuesday, February 5, 2019, 6:00 p.m.

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

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

Commissioners present: Chairman Charles Cotten, Vice-Chairman Bobby Atteberry, Secretary Brandon Daniel, Amy Bartley, Joe Grinstead, Chris Long, and Sarah Peterson.

Staff present: Hulon Webb, Executive Director of Development and Community Services; Alex Glushko, Planning Manager; Scott Ingalls, Senior Planner; and Evelyn Mendez, Planning Technician.

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

**3. CONSENT AGENDA**

- 3a. Consider and act upon minutes from the January 15, 2019, Planning & Zoning Commission Regular meeting.**
- 3b. Consider and act upon a Final Plat for Windsong Ranch Marketplace, Block A, Lot 10, on 11.1± acres, located north of US 380 and west of Windsong Parkway. The property is zoned Planned Development-40 (PD-40). (D18-0093).**
- 3c. Consider and act upon a Site Plan for a beauty salon, on 0.4± acre, located at 306 E. Broadway Street, west of Church Street. The property is zoned Downtown Office (DTO). (D18-0129).**
- 3d. Consider and act upon a Final Plat for Windsong Ranch, Phase 2C-2, for 154 townhouse lots, nine (9) single family lots, and nine (9) HOA/open space lots, on 21.4± acres, located on the west side of Teel Parkway, south of Fishtrap Road. The property is zoned Planned Development-40 (PD-40). (D18-0136).**
- 3e. Consider and act upon a Site Plan for three (3) office buildings, in Windmill Hill, on 9.9± acres, located on the south side of Broadway Street, west of Preston Road. The property is zoned Planned Development-93 (PD-93). (D19-0002).**
- 3f. Consider and act upon a Final Plat for Windmill Hill, Block A, Lot 1, on 9.9± acres, located on the south side of Broadway Street, west of Preston Road. The property is zoned Planned Development-93 (PD-93). (D19-0003).**
- 3g. Consider and act upon a Conveyance Plat for Windmill Hill, Block A, Lots 1 and 2, on 11.8± acres, located on the southwest corner of Broadway Street and Preston Road. The property is zoned Planned Development-93 (PD-93). (D19-0004).**
- 3h. Consider and act upon a Site Plan for Windsong Ranch Phase 2C-2, on 21.4± acres, located on the west side of Teel Parkway, south of Fishtrap Road. The property is zoned Planned Development-40 (PD-40). (D19-0005).**

Commissioner Bartley requested Item 3c. be pulled from the Consent Agenda.

Motioned by Atteberry, seconded by Bartley, to approve Items 3a., 3b., 3d., 3e., 3f., 3g., and 3h. on the Consent Agenda, subject to Town staff recommendations. Motion approved 7-0.

*Bartley:* Inquired about the beauty salon operations and information regarding the proposed parking.

*Glushko:* Provided information on the required parking ratio and parking regulations in the Downtown Office (DTO) District.

*Ben Hammond (Property Owner):* Provided information regarding the beauty salon operation.

*Matt Moore (Applicant):* Indicated intent to work with staff to provide additional parking spaces and/or paving, if possible.

Motioned by Bartley, seconded by Grinstead, to approve Item 3c., subject to Town staff recommendations. Motion approved 7-0.

#### **REGULAR AGENDA**

- 4. Conduct a Public Hearing, and consider and act upon a request to amend Planned Development-75 (PD-75) generally to modify the office tract, on 67.6± acres, located on the northwest corner of the Dallas Parkway and Prosper Trail. (Z18-0019).**

*Ingalls:* Recommended the Commission table the item and continue the Public Hearing to the February 19, 2019, Planning & Zoning Commission meeting, to allow time for the applicant to address staff comments.

Motioned by Atteberry, seconded by Long, to table Item 4 and continue the Public Hearing to the February 19, 2019, Planning & Zoning Commission meeting. Motion approved 7-0.

- 5. Consider and act upon a Site Plan for Prosper ISD Middle School No. 4, on 31.2± acres, located on the north side of Fishtrap Road, east of Teel Parkway. The property is zoned Agricultural (A). (D18-0131).**

*Ingalls:* Summarized the request and presented exhibits provided by the applicant, including the proposed solid living screening in lieu of a masonry wall.

*Daniel:* Requested more information regarding the temporary buildings shown on the Site Plan.

*Tom Rutledge (Applicant):* Provided general information about the proposed Site Plan.

*Dr. Greg Bradley (PISD Asst. Superintendent):* Provided an overview of the District's plan for growth and the possible need for additional temporary buildings in the future.

Commissioners voiced support for the project, and solid living screening in lieu of a masonry wall.

Motioned by Grinstead, seconded by Daniel, to approve Item 5, including solid living screening in lieu of a masonry wall, subject to Town staff recommendations. Motion approved 7-0.

6. **Conduct a Public Hearing and consider and act upon a Replat for Whispering Farms, Phase 1, Block A, Lots 8 and 9, for two (2) single family residential lots, on 3.4± acres, located at 2540 and 2541 Westview Court. The property is zoned Planned Development-5-Single Family-15 (PD-5-SF-15). (D18-0135).**

*Glushko:* Summarized the request and presented exhibits provided by the applicant.

Chairman Cotten opened the Public Hearing.

There being no speakers the Public Hearing was closed.

Motioned by Atteberry, seconded by Long, to approve Item 6, subject to Town staff recommendations. Motion approved 7-0.

7. **Conduct a Public Hearing, and consider and act upon a request to rezone a portion of Planned Development-3 (PD-3) to Planned Development-Office (PD-O), on 12.9± acres, located south of Prosper Trail, east of Cook Lane. (Z18-0018).**

*Ingalls:* Summarized the request and presented exhibits, noting the project phasing, proposed access to the subject property, screening, and communication towers.

*Cotten:* Inquired about the timing of construction, as well as proposed screening.

Chairman Cotten opened the Public Hearing.

There being no speakers the Public Hearing was closed.

Motioned by Long, seconded by Bartley, to approve Item 7, subject to Town staff recommendations. Motion approved 7-0.

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

*Glushko:* Provided a summary of recent action taken by Town Council.

9. **Adjourn.**

Motioned by Atteberry, seconded by Grinstead, to adjourn. Motion approved 7-0 at 6:35 p.m.

  
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Evelyn Mendez, Planning Technician

  
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Brandon Daniel, Secretary