1. Call to Order / Roll Call

2. Pledge of Allegiance.

3. **CONSENT AGENDA**
   (Items placed on the Consent Agenda are considered routine in nature and are considered non-controversial. The Consent Agenda can be acted upon in one motion. A Planning & Zoning Commissioner may remove any item for discussion and separate action. Planning & Zoning Commissioners may vote nay on any single item without comment and may submit written comments as part of the official record.)

   3a. Consider and act upon minutes from the June 18, 2019, Planning & Zoning Commission Regular meeting.

   3b. Consider and act upon a Site Plan for a Catering Business (Concetta’s Italian Kitchen), on 0.3± acres, located on the northwest corner of Fifth Street and Coleman Street. The property is zoned Downtown Office (DTO). (D19-0045).

   3c. Consider and act upon a Final Plat for Windsong Ranch, Phase 5C, for 74 single family residential lots, six (6) HOA/open space lots, and one (1) Town park, on 41.0± acres, located on the east side of Windsong Parkway, north of Mill Branch Drive. The property is zoned Planned Development-40 (PD-40). (D19-0057).

**REGULAR AGENDA**
If you wish to address the Planning & Zoning Commission during the regular agenda, please fill out a “Speaker Request Form” and present it to the Chair prior to the meeting. Citizens wishing to address the Planning & Zoning Commission for items listed as public hearings will be recognized by the Chair. Those wishing to speak on a non-public hearing related item will be recognized on a case-by-case basis, at the discretion of the Planning & Zoning Commission.

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

5. Adjourn.

   Note: The order in which items are heard on the agenda is subject to change.
CERTIFICATION

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted at Prosper Town Hall, located at 200 S. Main Street, Prosper, Texas 75078, a place convenient and readily accessible to the general public at all times, and said Notice was posted by 5:00 p.m., on Friday, July 12, 2019, and remained so posted at least 72 hours before said meeting was convened.

Melissa Lee, Deputy Town Secretary

Date Notice Removed

Pursuant to Section 551.071 of the Texas Government Code, the Town Council reserves the right to consult in closed session with its attorney and to receive legal advice regarding any item listed on this agenda.

NOTICE

Pursuant to Town of Prosper Ordinance No. 13-63, all speakers other than Town of Prosper staff are limited to three (3) minutes per person, per item, which may be extended for an additional two (2) minutes with approval of a majority vote of the Town Council.

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS: The Prosper Town Hall is wheelchair accessible. For special services or assistance, please contact the Town Secretary’s Office at (972) 569-1011 at least 48 hours prior to the meeting time.
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, and Chris Long.

Commissioner absent: Sarah Peterson.

Staff present: 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 June 4, 2019, Planning & Zoning Commission Regular meeting.

3b. Consider and act upon a Preliminary Plat for Windsong Ranch, Phase 5X, for eight (8) single family residential lots and one (1) HOA/open space lot, on 2.4± acres, located on the east side of Windsong Parkway, north of Fishtrap Road. The property is zoned Planned Development-40 (PD-40). (D19-0043).

3c. Consider and act upon a Site Plan for a Convenience Store with Gas Pumps (Murphy Express), on 1.2± acres, located on the north side of US 380, west of Coit Road. The property is zoned Planned Development-2 (PD-2). (D19-0047).

3d. Consider and act upon a Final Plat for Gates of Prosper, Phase 2, Block A, Lot 1, on 52.1± acres, located on southwest corner of Lovers Lane and Preston Road. The property is zoned Planned Development-67 (PD-67). (D19-0048).

3e. Consider and act upon a Revised Site Plan for a Town Hall/Multi-Purpose Facility (Town of Prosper), on 5.4± acres, located on the northwest corner of First Street and Main Street. The property is zoned Planned Development-80 (PD-80) and Single Family-15 (SF-15). (D19-0051).

Motioned by Daniel, seconded by Atteberry, to approve the Consent Agenda, subject to staff recommendations. Motion approved 6-0.

REGULAR AGENDA

4. Conduct a Public Hearing, and consider and act upon a request to rezone a portion of Planned Development-43 (PD-43) and a portion of Planned Development-65 (PD-65), to Planned Development-C (PD-C), to allow for an Automobile Sales, Service,
and Leasing facility (Ford), on 17.1± acres, located on the north side of US 380, west of Mahard Parkway. (Z18-0013).

*Ingalls*: Summarized the request, presented exhibits, noting the proposed reduction to open space, landscaping, and hardscaping along US 380, and recommended tabling the item indefinitely to allow the applicant an opportunity to revise the request to increase the open space, landscape, and hardscape elements along US 380.

Chairman Cotten opened the Public Hearing for Item 4.

*Robert Sanders, Missy Monier, and Chaz Gilmore (Applicants)*: Provided an overview of the proposed development and rezoning request, including the increased building area and parking spaces, proposed landscape areas, adjacent properties, and tax implications.

*Clint Richardson (Greater Texas Land Resources)*: Provided information regarding the proposed development and request, including information regarding the proposed detention pond.

There being no other speakers, the Public Hearing for Item 4 was closed.

Commissioners indicated a preference not to table the request, noting a desire for increased open space and landscaping along US 380. Recommended the applicant reevaluate the request to determine if additional open space and/or landscaping could be incorporated into the development along US 380.

Motioned by Bartley, seconded by Grinstead, to approve Item 4, subject to revising the proposed exhibits to increase the open space and/or landscaping along US 380. Motion approved 6-0.

5. **Conduct a Public Hearing, and consider and act upon a Town-initiated request to amend Chapter 2, Section 18 and Section 19, of the Zoning Ordinance, generally to amend the architectural development standards for Downtown Retail (DTR) and Downtown Commercial (DTC) Zoning districts.** (Z19-0010).

*Glushko*: Recommended Item 5 be tabled indefinitely.

Chairman Cotten opened the Public Hearing for Item 5.

There being no speakers, the Public Hearing for Item 5 was closed.

Motioned by Atteberry, seconded by Long, to table Item 5 indefinitely. Motion approved 6-0.

6. **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 actions taken by the Town Council.

7. **Adjourn.**

Motioned by Long, seconded by Atteberry, to adjourn. Motion approved 6-0 at 6:50 p.m.
To: Planning & Zoning Commission
From: Alex Glushko, AICP, Planning Manager
Re: Planning & Zoning Commission Meeting – July 16, 2019

Agenda Item:
Consider and act upon a Site Plan for a Catering Business (Concetta’s Italian Kitchen), on 0.3± acres, located on the northwest corner of Fifth Street and Coleman Street. The property is zoned Downtown Office (DTO). (D19-0045).

Description of Agenda Item:
The Site Plan shows the existing 2,358 square-foot building. Access is provided from Fifth Street. Adequate parking has been provided. The Site Plan conforms to the Downtown Office development standards.

Attached Documents:
1. Location Map
2. Site Plan

Town Staff Recommendation:
Town staff recommends approval of the Site Plan subject to:
1. Town staff approval of civil engineering, landscaping plans and irrigation plans.
To: Planning & Zoning Commission  
From: Pamela Clark, Planning/GIS Specialist  
Through: Alex Glushko, AICP, Planning Manager  
Re: Planning & Zoning Commission Meeting – July 16, 2019

Agenda Item:  
Consider and act upon a Final Plat for Windsong Ranch, Phase 5C, for 74 single family residential lots, six (6) HOA/open space lots, and one (1) Town park, on 41.0± acres, located on the east side of Windsong Parkway, north of Mill Branch Drive. The property is zoned Planned Development-40 (PD-40). (D19-0057).

Description of Agenda Item:  
The Final Plat shows 74 single family residential lots, six (6) HOA/open space lots, and one (1) Town park. Access is provided from Windsong Parkway. The Final Plat conforms to the PD-40 development standards.

Attached Documents:  
1. Location Map  
2. Final Plat

Town Staff Recommendation:  
Town staff recommends approval of the Final Plat subject to:  
1. Town staff approval of all additions and/or alterations to the easements and dedications on the Final Plat.
NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

VP Windsong Operations LLC

WINDSONG RANCH

PHASE 5A

VP Windsong Operations LLC

A Delaware Limited Liability Company

ACCESS EASEMENT

LANDSCAPE EASEMENT

OWNER'S CERTIFICATE

STATE OF TEXAS

COUNTY OF COLLIN

STATE OF TEXAS

COUNTY OF DENTON

July, 2019  SEI Job No. 18-183

ENGINEER

SURVEYOR

Spiars Engineering, Inc.

765 Custer Road, Suite 100

Plano, TX 75075

Telephone: (972) 422-0077

TBPE No. F-2121

Contact: Matt Dorsett

OWNER

APPLICANT

VP WINDSONG OPERATIONS LLC

2242 Good Hope Road

Prosper, Texas 75078

Telephone (972) 238-7410

Contact: David Blom
## Spiars Engineering, Inc.

**Address:** 765 Custer Road, Suite 100
**City:** Plano, TX 75075
**Telephone:** (972) 422-0077
**TBPE No.:** F-2121

**Contact:** Matt Dorsett

## VP WINDSONG OPERATIONS LLC

**Address:** 2242 Good Hope Road
**City:** Prosper, TX 75078
**Telephone:** (972) 238-7410

**Contact:** David Blom

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## Contact Information

- ** OWNER / APPLICANT**
  - **Name:** VP WINDSONG OPERATIONS LLC
  - **Address:** 2242 Good Hope Road, Prosper, TX 75078
  - **Telephone:** (972) 238-7410
  - **Contact:** David Blom

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## Table Data

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- **Lot Area Table**
  - **Lot:** 1, 2, 3, 4
  - **B:** 19.00, 20.00, 21.00, 22.00
  - **A:** 18.00, 19.00, 20.00, 21.00
AGENDA

Joint Meeting of the Prosper Town Council and the Prosper Economic Development Corporation

Regular Meeting of the Prosper Town Council

The Prosper Town Council holds a regular meeting immediately following the Joint Meeting of the Prosper Town Council and the Prosper Economic Development Corporation.

1. Call to Order/Roll Call.
2. Invocation, Pledge of Allegiance and Pledge to the Texas Flag.
3. Announcements of recent and upcoming events.
4. Presentations.
   - Administration of Oath-of-Office and Presentation of Certificate of Election. (RB)
   - Recognition of participants in the Prosper 100-Mile Challenge. (DR)
   - Presentation of Certificates of Recognition to Officer Seanna Arrendondo and Sergeant Paul Boothe of the Prosper Police Department, and recognition of all Police and Fire personnel involved in the incidents. (DK)
5. CONSENT AGENDA: All Consent Agenda Items Approved, 5-0

   Items placed on the Consent Agenda are considered routine in nature and non-controversial. The Consent Agenda can be acted upon in one motion. Items may be removed from the Consent Agenda by the request of Council Members or staff.

5a. Consider and act upon minutes from the following Town Council meeting. (RB)
   - Regular Meeting – June 11, 2019
RESULTS

- Special Called Meeting – June 17, 2019

5b. Receive the April Financial Report (KN)

5c. Consider and act upon approving a Microsoft Enterprise Agreement, from SHI Government Solutions, Inc., through a Texas Department of Information Resources (DIR) Purchasing Contract; and authorizing the Town Manager to execute all related documents for the same. (LJ)

5d. Consider and act upon a resolution authorizing the placement of orders for the purchase of replacement vehicles in FY 2019-2020 to realize current incentives related to said purchase with payment to be made from the Town’s Vehicle Equipment and Replacement Fund (VERF) in FY 2019-2020. (KN)


5f. Consider and act upon an ordinance abandoning a segment of Second Street right-of-way, located between Main Street and Crockett Street. (AG)

5g. Consider and act upon whether to direct staff to submit a written notice of appeal on behalf of the Town Council to the Development Services Department, pursuant to Chapter 4, Section 1.5(C)(7) and 1.6(B)(7) of the Town’s Zoning Ordinance, regarding action taken by the Planning & Zoning Commission on any Site Plan or Preliminary Site Plan. (AG)

6. CITIZEN COMMENTS:
The public is invited to address the Council on any topic. However, the Council is unable to discuss or take action on any topic not listed on this agenda. Please complete a “Public Meeting Appearance Card” and present it to the Town Secretary prior to the meeting.

REGULAR AGENDA:
If you wish to address the Council during the regular agenda portion of the meeting, please fill out a “Public Meeting Appearance Card” and present it to the Town Secretary prior to the meeting. Citizens wishing to address the Council for items listed as public hearings will be recognized by the Mayor. Those wishing to speak on a non-public hearing related item will be recognized on a case-by-case basis, at the discretion of the Mayor and Town Council.

ITEMS FOR INDIVIDUAL CONSIDERATION:

7. Conduct a Public Hearing, and consider and act upon an ordinance amending the Old Town Insert Map of the Future Land Use Plan, from Old Town Single Family to Old Town Office, generally located on the east side of Coleman Street, between Second Street and north of Third Street. (CA19-0003). [Companion Case Z19-0009] (AG) Approved, 5-0

8. Conduct a Public Hearing, and consider and act upon an ordinance rezoning 0.3± acres from Single Family-15 (SF-15) to Downtown Office (DTO), located on the southeast corner of Third Street and Coleman Street. (Z19-0009). [Companion Case CA19-0003] (AG) Approved, 5-0
9. Conduct a Public Hearing, and consider and act upon an ordinance amending Chapter 3, “Permitted Uses and Definitions,” of the Town’s Zoning Ordinance regarding Farmer’s Markets. (Z19-0008). (AG) Approved, 5-0

10. Consider and act upon all matters incident and related to the issuance and sale of the Town of Prosper, Texas, General Obligation Bonds, Series 2019, including the adoption of an ordinance authorizing the issuance of such Bonds, approving an Official Statement, a Paying Agent/Registrar Agreement and an engagement letter of Bond Counsel. (KN) Approved, 5-0

11. Consider and act upon all matters incident and related to the issuance and sale of the Town of Prosper, Texas, Combination Tax and Revenue Certificates of Obligation, Series 2019, including the adoption of an ordinance authorizing the issuance of such Certificates, approving an Official Statement, a Paying Agent/Registrar Agreement and an engagement letter of Bond Counsel. (KN) Approved, 5-0

12. Discussion regarding design standards for Network Nodes. (AG) No action required

13. Consider and act upon a resolution of the Town of Prosper, Texas, authorizing the Town Attorney to bring a condemnation action for the purpose of obtaining approximately 1.222 acres of Right-of-Way and 0.483 acres of Temporary Construction Easement situated in the L. Netherly Survey, Abstract No. 962, Town of Prosper, Denton County, Texas, necessary for the construction of the Fishtrap Road/Teel Parkway Intersection Improvements project and for other public purposes permitted by law. (PA) Approved, 5-0

14. Consider and act upon a resolution of the Town of Prosper, Texas, authorizing the Town Attorney to bring a condemnation action for the purpose of obtaining approximately 1.432 acres of Right-of-Way, 0.476 acres of Temporary Construction Easement, and 1.661 acres of Slope Easement situated in the B. Hodges Survey, Abstract No. 593, J. Morton Survey, Abstract No. 793, and J. Kennedy Survey, Abstract No. 1688, Town of Prosper, Denton County, Texas, necessary for the construction of the West Prosper Road Improvements, Phase 3 (Segment E) project and for other public purposes permitted by law. (PA) Approved, 5-0

15. Consider and act upon a resolution of the Town of Prosper, Texas, authorizing the Town Attorney to bring a condemnation action for the purpose of obtaining approximately 0.309 acres of Right-of-Way, 0.311 acres of Drainage Easement, and 0.065 acres of Temporary Construction Easement, and situated in the Spencer Rice Survey, Abstract Number 787, Town of Prosper, Collin County, Texas, necessary for the construction of the Victory Way (Coleman Street – Frontier Parkway) project and for other public purposes permitted by law. (PA) Approved, 5-0

16. Consider and act upon awarding Bid No. 2019-60-B to Quality Excavation, LTD., related to construction services for the Coleman Street Road Widening (Gorgeous – Wilson) project; and authorizing the Town Manager to execute a construction agreement for same. (PA) Approved, 5-0
17. **EXECUTIVE SESSION:**
Recess into Closed Session in compliance with Section 551.001 et seq. Texas Government Code, as authorized by the Texas Open Meetings Act, to deliberate regarding:

17a. *Section 551.087 – To discuss and consider economic development incentives.*

17b. *Section 551.072 – To discuss and consider purchase, exchange, lease or value of real property for municipal purposes and all matters incident and related thereto.*

17c. *Section 551.074 – To discuss and consider personnel matters and all matters incident and related thereto.*

17d. *Section 551.074 – To discuss and consider election of Mayor Pro-Tem and Deputy Mayor Pro-Tem.*

18. Reconvene in Regular Session and take any action necessary as a result of the Closed Session.

19. Possibly direct Town staff to schedule topic(s) for discussion at a future meeting.

   - Discuss Town Council Subcommittee Membership. *(RB)*

   - Discuss Public Safety and Military Wall of Honor.

20. Adjourn.
AGENDA BRIEFING – EXECUTIVE CONFERENCE ROOM – OPEN TO THE PUBLIC

1. Call to Order/Roll Call.

2. Questions about items listed on the Regular Meeting Agenda.

3. Discussion Items:
   - Discussion on Town Support of Nonprofit Organizations. (HJ)
   - Discussion on Agenda Briefing Format. (HJ)

THE REGULAR TOWN COUNCIL MEETING AND BUDGET WORK SESSION WILL CONVENE IN COUNCIL CHAMBERS IMMEDIATELY FOLLOWING THE AGENDA BRIEFING, AT APPROXIMATELY 6:15 P.M.

1. Call to Order/Roll Call.

2. Invocation, Pledge of Allegiance and Pledge to the Texas Flag.

3. Announcements of recent and upcoming events.

4. CONSENT AGENDA: All Consent Agenda Items Approved, 7-0

   Items placed on the Consent Agenda are considered routine in nature and non-controversial. The Consent Agenda can be acted upon in one motion. Items may be removed from the Consent Agenda by the request of Council Members or staff.

   4a. Consider and act upon minutes from the following Town Council meetings. (RB)
       - Joint Meeting with the Prosper Economic Development Corporation – June 25, 2019
       - Regular Meeting – June 25, 2019

   4b. Consider and act upon an ordinance amending Ordinance No. 18-71 (FY 2018-2019 Budget). (KN)

   4c. Conduct a Public Hearing, and consider and act upon a request to rezone a portion of Planned Development-43 (PD-43) and a portion of Planned Development-65 (PD-65), to Planned Development-C (PD-C), to allow for an Automobile Sales, Service, and Leasing facility (Ford), on 17.1± acres, located on the north side of US 380, west of Mahard Parkway. (Z18-0013). (AG)
5. **CITIZEN COMMENTS:**
The public is invited to address the Council on any topic. However, the Council is unable to discuss or take action on any topic not listed on this agenda. Please complete a “Public Meeting Appearance Card” and present it to the Town Secretary prior to the meeting.

**REGULAR AGENDA:**
If you wish to address the Council during the regular agenda portion of the meeting, please fill out a “Public Meeting Appearance Card” and present it to the Town Secretary prior to the meeting. Citizens wishing to address the Council for items listed as public hearings will be recognized by the Mayor. Those wishing to speak on a non-public hearing related item will be recognized on a case-by-case basis, at the discretion of the Mayor and Town Council.

**ITEMS FOR INDIVIDUAL CONSIDERATION:**

6. Discuss Town Hall Lobby Art and Accessories. (RB) **No action required**
7. Discuss the FY 2019-2020 Proposed Budget. (KN) **No action required**

8. **EXECUTIVE SESSION:**
Recess into Closed Session in compliance with Section 551.001 et seq. Texas Government Code, as authorized by the Texas Open Meetings Act, to deliberate regarding:

8a. **Section 551.087** – To discuss and consider economic development incentives.

8b. **Section 551.072** – To discuss and consider purchase, exchange, lease or value of real property for municipal purposes and all matters incident and related thereto.

8c. **Section 551.074** – To discuss and consider personnel matters and all matters incident and related thereto.

9. Reconvene in Regular Session and take any action necessary as a result of the Closed Session.

10. Possibly direct Town staff to schedule topic(s) for discussion at a future meeting.

11. Adjourn.