



**MINUTES**  
**Regular Meeting of the**  
**Prosper Planning & Zoning Commission**  
Tuesday, May 5, 2020  
6:00 p.m.

*Governor Greg Abbott granted a temporary suspension of certain rules to allow for telephone or videoconference public meetings in order to reduce in-person meetings that assemble large groups of people, due to the COVID-19 (coronavirus) public health emergency. This meeting was held via telephone conference call and videoconference.*

**1. Call to Order**

The meeting was called to order at 6:04 p.m.

Commissioners present: Chairman Charles Cotten, Vice-Chairman Brandon Daniel, Secretary Chris Long, Joe Grinstead, Sarah Peterson, and Michael Pettis.

Commissioners absent: Chris Kern.

Staff present: Alex Glushko, Planning Manager; Scott Ingalls, Senior Planner; and Evelyn Mendez, Planning Technician.

**2. Roll Call**

**3. CONSENT AGENDA**

- 3a. Consider and act upon minutes from the April 21, 2020, Planning & Zoning Commission Regular meeting.
- 3b. Consider and act upon a Revised Conveyance Plat for Victory at Frontier, Block A, Lots 3 and 4, on 24.4± acres, located on the west side of Preston Road, south of Frontier Parkway. The property is zoned Planned Development-10 (PD-10). (D20-0001).
- 3c. Consider and act upon a Final Plat for Victory at Frontier, Block A, Lot 4, on 3.0± acres, located on the west side of Preston Road, south of Frontier Parkway. The property is zoned Planned Development-10 (PD-10). (D20-0003).
- 3d. Consider and act upon a Site Plan for two (2) office/warehouse buildings, on 4.9± acres, located on the southeast corner of Cook Lane and Industry Way. The property is zoned Planned Development-26 (PD-26). (D20-0032).
- 3e. Consider and act upon a Final Plat for Prosper Business Park, Block B, Lots 1 & 8 and a Conveyance Plat for Block B, Lot 9, on 25.2± acres, located on the southeast corner of Cook Lane and Industry Way. The property is zoned Planned Development-26 (PD-26). (D20-0033).
- 3f. Consider and act upon a Site Plan for a medical office building (Children's Health), on 11.4± acres, located on the north side of US 380, west of Dallas Parkway. The property is zoned Planned Development-41 (PD-41). (D20-0036).

- 3g. Consider and act upon a Site Plan for a church addition (Rhea's Mill Baptist Church), on 9.3± acres, located on the west side of Custer Road, south of Frontier Parkway. The property is zoned Agriculture (A). (D19-0129).
- 3h. Consider and act upon a Replat for Rhea's Mill Baptist Church Addition, Block A, Lot 1, on 9.3± acres, located on the west side of Custer Road, south of Frontier Parkway. The property is zoned Agriculture (A). (D20-0038).

Motion by Pettis, second by Grinstead, 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 modify the development standards of Planned Development-40 (PD-40), for Windsong Ranch, generally to amend the courtyard lot regulations. (Z20-0009).

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

Chairman Cotten opened the Public Hearing.

*David Blom (Applicant)*: Provided information regarding the proposed request.

There being no additional speakers, the Public Hearing was closed.

Commissioners voiced support for the request.

Motion by Daniel, second by Long, to approve Item 4. Motion approved 6-0.

5. Conduct a Public Hearing, and consider and act upon a request to amend the Zoning Ordinance regarding Permitted Uses and Definitions and Development Requirements, including but not limited to Landscaping, Parking, Screening, and Non-Residential Design and Development Standards. (Z20-0010).

*Glushko*: Provided a summary of proposed amendments and recommended approval.

*Cotten*: Expressed concern for certain screening and landscaping regulations. Specifically noted concerns related to the requirement to screen roof mounted mechanical equipment from the rear property line on existing commercial and retail buildings in the downtown, as well as the requirement for berms six feet (6') in height.

Chairman Cotten opened the Public Hearing.

*David Blom (Tellus Group)*: Provided information related to the requirement for berms at Home Depot in the Windsong Ranch Marketplace development.

There being no speakers, the Public Hearing was closed.

Commissioners voiced support for the proposed amendments, along with the noted concerns regarding the proposed screening in the downtown and berm regulations.

Motion by Grinstead, second by Peterson, to approve Item 5, subject to:

1. Exempting the requirement to screen roof mounted mechanical equipment from the rear property line on existing buildings located in the Downtown Retail and Downtown Commercial districts, and
2. Requiring berms ranging in height from 3'-6', without requiring an average berm height of 4.5'.

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 action taken by Town Council.

7. **Adjourn.**

Motion by Peterson, second by Pettis, to adjourn. Motion approved 6-0 at 6:52 p.m.



Evelyn Mendez, Planning Technician



Chris Long, Secretary