



TOWN OF LITTLE ELM PLANNING & ZONING COMMISSION

March 16, 2023

Persons may address the Planning and Zoning Commission on any issue. This is the appropriate time for citizens to address the Commission on any concern whether on this agenda or not. Each member of the public who desires to address the P&Z Commission regarding an item on an agenda for an open meeting of the P&Z Commission shall have the right to address the Commission on the item before the Commission's consideration of the item. All speakers not requiring a translator are given 3 minutes to speak and may address the Commission only once on each agenda item. Non-English Speakers who require a translator are given 6 minutes to speak and may address the Commission only once on each agenda item. In accordance with the State of Texas Open Meeting Act, the board may not comment or deliberate such statements during this period, except as authorized by Section 551.042, Texas Government Code. To address the Commission for any public hearing item please sign a speaker's sheet located on the tables by the front entry and submit to a Staff member.

1. **5:50 PM Work Session**

2. **6:00 PM Regular Meeting**

3. **Roll Call**

4. **Consent Agenda**

1. Discuss and take action regarding the approval of the March 2, 2023 Regular Planning and Zoning Commission Meeting Minutes.
2. **FINAL PLAT/ Magnolia Stampede Addition (FP-23-00596).** Presentation, discussion, and consideration on a request for approval of a Final Plat consisting of 2.241 acres, situated in the J. Gonzales Survey, Abstract No. 447, within Little Elm's Town limits, in order to establish one commercial lot with easements accordingly.
 - Presentation
 - Discussion
 - Recommendation
3. **PRELIMINARY PLAT/ Elementary School No. 27 (PP-23-00402).** Presentation, discussion, and consideration for an extension request of a Preliminary Plat for Denton ISD Elementary School No. 27, establishing lot lines and easements necessary for development, on approximately 13.166 acres situated in the M. Jones Survey, Abstract No. 662, within Little Elm's Town limits.
 - Presentation
 - Discussion
 - Consideration

4. **PRELIMINARY PLAT/ Elementary School No. 28 (PP-23-00403).** Presentation, discussion, and consideration on a request for approval of a Preliminary Plat for Denton ISD Elementary School No. 28, establishing lot lines and easements necessary fo development, on approximately 16.054 acres situated in the J. Gonzalez Survey, Abstract No. 447, within Little Elm's Extraterritorial Jurisdiction.
 - Presentation
 - Discussion
 - Consideration

5. **REPLAT/ Alta 380 Addition, Lots 1R and X, Block A (RP-23-00597).** Presentation, discussion, and consideration on a request of a replat consisting of 1.697 acres, being a replat of lot 1, Block A, Alta 380 Addition, situated in the M. Jones Survey, Abstract No. 662, within Little Elm's Town limits.
 - Presentation
 - Discussion
 - Consideration

5. **Discussion of future agenda items, update on Council action, and requests for new business considerations**

6. **Adjourn**

Certificate

I certify that the above notice of the Planning & Zoning Commission meeting was posted on the bulletin board of the Town of Little Elm, Texas on March 13, 2023, prior to 5:00 p.m. The Little Elm Town Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive service must be made 48 hours prior to this meeting. Please contact the Town Secretary's office at 214-975-0404 or 972-377-5540 (fax) for arrangements.

Olga Chernomorets - Managing Director of Planning



TOWN OF LITTLE ELM PLANNING & ZONING COMMISSION

03/16/2023

OVERVIEW

Project	Adoption of the March 2, 2023 Planning & Zoning Commission Meeting Minutes
P&Z Hearing	03/16/2023
Council Hearing	N/A
Size	N/A
Current Zoning	N/A
Proposed Use	N/A
Existing Use	N/A
Future Land Use Plan Designation	N/A
Applicant	N/A
Owner	N/A
Strategic Goal	

Agenda Item

Discuss and take action regarding the approval of the March 2, 2023 Regular Planning and Zoning Commission Meeting Minutes.

Location

N/A

Planning Analysis

N/A

Recommended Action

N/A

Attachments

P&Z Minutes March 2, 2023

DRAFT



Minutes

Town of Little Elm
PLANNING & ZONING COMMISSION
Regular Meeting
Thursday, MARCH 2, 2023 - 7:00 pm

Present: Michael Bell, Chairperson; Ron Trees, Vice Chairperson; Jack Skinner, Commissioner; Stephen Horn, Commissioner; Brent Thibeaux, Commissioner; Chip Norman, Alternate Commissioner; Debra Cadet, Alternate Commissioner

Absent: Tom Ocelli, Commissioner; Robert Martin, Commissioner

Staff Present: Olga Chernomorets, Managing Director of Planning
Rachel Mendoza, Development Manager
Brian Salvesen, Planner

1. **5:50 PM Work Session**
2. **6:00 PM Regular Meeting**

Meeting opened at 6:00pm.

1. **Roll Call**
2. **Consent Agenda**

Staff requested item 5 "Providence Commons (PP-22-13129)" be pulled from the consent agenda.

Motion: Pull item 5 from consent agenda, and approve consent agenda.

Motion by Vice Chairperson Ron Trees, seconded by Commissioner Brent Thibeaux

AYE: Chairperson Michael Bell, Vice Chairperson Ron Trees, Commissioner Jack Skinner, Commissioner Stephen Horn, Commissioner Brent Thibeaux, Alternate Commissioner Chip Norman, Alternate Commissioner Debra Cadet

7 - 0 Passed - Unanimously

1. Discuss and take action regarding the approval of the February 16, 2023 Regular Planning and Zoning Commission Meeting Minutes.
2. **REPLAT/ Lot 7R, Block A, Alta 380 Addition.** Presentation, discussion, and consideration on a request for withdrawal of a replat consisting of 1.808 acres, being a replat of lots 7 & 8, Block A, Alta 380 Addition, situated in the M. Jones Survey, Abstract No. 663, within Little Elm's Town limits.
 - Presentation
 - Discussion
 - Recommendation

Agenda item withdrawal approved in consent agenda motion.

3. **PRELIMINARY PLAT/ Elementary School No. 27 (PP-23-00402).** Presentation, discussion, and consideration for an extension request of a Preliminary Plat for Denton ISD Elementary School No. 27, establishing lot lines and easements necessary for development, on approximately 13.166 acres situated in the M. Jones Survey, Abstract No. 662, within Little Elm's Town limits.
 - Presentation
 - Discussion
 - Consideration

Agenda item extension approved in consent agenda motion.

4. **PRELIMINARY PLAT/ Elementary School No. 28 (PP-23-00403).** Presentation, discussion, and consideration on a request for approval of a Preliminary Plat for Denton ISD Elementary School No. 28, establishing lot lines and easements necessary for development, on approximately 16.054 acres situated in the J. Gonzalez Survey, Abstract No. 447, within Little Elm's Extraterritorial Jurisdiction.

Agenda item extension approved in consent agenda motion.

5. **PRELIMINARY PLAT/Providence Commons (PP-22-13129).** Presentation, discussion, and consideration on a request for approval of a Preliminary Plat for Providence Village, establishing lot lines and easements necessary for development, on approximately 9.813 acres situated in the Marcella Jones Survey, Abstract No. 662, within Little Elm's Town limits.
 - Presentation
 - Discussion
 - Recommendation

Item moved from consent agenda in consent agenda motion.

Staff recommends approval with the following conditions:

1. Remainder needs to be made into an X lot; cannot leave remainders under 5 acres per state subdivision law.
2. Remove County Judge approval block.
3. Notes 14-16 can be removed.

Motion: Approve agenda item with conditions.

Motion by Vice Chairperson Ron Trees, seconded by Commissioner Brent Thibeaux

AYE: Chairperson Michael Bell, Vice Chairperson Ron Trees, Commissioner Jack Skinner,
Commissioner Stephen Horn, Commissioner Brent Thibeaux, Alternate Commissioner
Chip Norman, Alternate Commissioner Debra Cadet

7 - 0 Passed - Unanimously

6. **CONVEYANCE PLAT/ Little Elm Landscape Center Lot 2R1 and 2R2, Block 1 (CP-23-00408).** Presentation, discussion, and consideration on a request for approval of a Conveyance Plat for Little Elm Landscape Center, establishing the necessary easements and lot lines for conveyance, on approximately 4.665 acres situated in the William McFadden Survey, Abstract No. 893, within Little Elm's Town limits.
- Presentation
 - Discussion
 - Consideration

Agenda item approved with conditions in the consent agenda motion.

3. **Discussion of future agenda items, update on Council action, and requests for new business considerations**
4. **Adjourn**

Meeting adjourned at 6:02pm.



TOWN OF LITTLE ELM PLANNING & ZONING COMMISSION

03/16/2023

OVERVIEW

Project	FINAL PLAT/ Magnolia Stampede Addition (FP-23-00596)
P&Z Hearing	03/16/2023
Council Hearing	N/A
Size	Approximately 2.241 acres
Current Zoning	Light Commercial (LC)
Proposed Use	Retail/Commercial
Existing Use	Commercial
Future Land Use Plan Designation	Retail and Commercial Use
Applicant	Cole Krauss
Owner	Magnolia Stampede Ltd.
Strategic Goal	

Agenda Item

FINAL PLAT/ Magnolia Stampede Addition (FP-23-00596). Presentation, discussion, and consideration on a request for approval of a Final Plat consisting of 2.241 acres, situated in the J. Gonzales Survey, Abstract No. 447, within Little Elm's Town limits, in order to establish one commercial lot with easements accordingly.

- Presentation
- Discussion
- Recommendation

Location

Located on the northwest corner of US Highway 380 and Elm Ridge Road, within Little Elm's town limits.

Planning Analysis

The purpose of a final plat is to ensure that the proposed subdivision and development of the land is consistent with all standards of the Town's Subdivision Ordinance pertaining to the adequacy of public facilities, that public improvements to serve the subdivision or development have been installed and accepted by the Town or that provision for such installation has been made, that all other requirements and conditions have been satisfied or provided to allow the final plat to be recorded.

The property currently consists of an unplatted tract of land, considered as abstracts through Denton County. In order for the property owner to obtain any building permits, inclusive of Certificates of Occupancy, the property needs to be platted per the Town's Subdivision Ordinance, and meet all the

requirements including the Zoning Ordinance. The property was annexed into the town in 2007 while the property was already being developed.

The applicant is currently requesting an extension to the April 6th meeting in order to allow for enough time to bring the plat into compliance with the Town's subdivision ordinance.

Recommended Action

Staff recommends approval of the extension request to the April 6, 2023 Regular Planning and Zoning Commission meeting.



TOWN OF LITTLE ELM PLANNING & ZONING COMMISSION

03/16/2023

OVERVIEW

Project	PRELIMINARY PLAT/ Elementary School No. 27 (PP-23-00402)
P&Z Hearing	03/16/2023
Council Hearing	N/A
Size	Approximately 13.166 acres
Current Zoning	Planned Development (Residential Base)
Proposed Use	Community Facility (CF)
Existing Use	Vacant
Future Land Use Plan Designation	Low Density Residential
Applicant	Seth Kelly, RLK Engineering, Inc.
Owner	Brandon Boyter, Denton ISD
Strategic Goal	

Agenda Item

PRELIMINARY PLAT/ Elementary School No. 27 (PP-23-00402). Presentation, discussion, and consideration for an extension request of a Preliminary Plat for Denton ISD Elementary School No. 27, establishing lot lines and easements necessary for development, on approximately 13.166 acres situated in the M. Jones Survey, Abstract No. 662, within Little Elm's Town limits.

- Presentation
- Discussion
- Consideration

Location

Generally located on the southeast corner of Ryan Spiritas Parkway and Baxley Street, within Little Elm's town limits.

Planning Analysis

The purpose of a preliminary plat is to determine the general layout of the subdivision, the adequacy of public facilities needed to serve the intended development, and the overall compliance of the land division with applicable requirements of this subdivision ordinance and the zoning ordinance regulations for each zoning district.

This property was designated for a school in the Spiritas Ranch Planned Development through Ordinance #1641. The applicant is still working on preliminary site data that is required for a preliminary plat to

be approved, such as drainage, utility, and traffic plans.

Recommended Action

The applicant has requested an extension to the April 6, 2023 Regular Planning and Zoning Commission Meeting.

Staff requests approval of this extension request.



TOWN OF LITTLE ELM PLANNING & ZONING COMMISSION

03/16/2023

OVERVIEW

Project	PRELIMINARY PLAT/ Elementary School No. 28 (PP-23-00403)
P&Z Hearing	03/16/2023
Council Hearing	N/A
Size	Approximately 16.054 acres
Current Zoning	ETJ
Proposed Use	Community Facility (CF)
Existing Use	Vacant
Future Land Use Plan Designation	ETJ
Applicant	Seth Kelly, RLK Engineering, Inc.
Owner	Brandon Boyter, Denton ISD
Strategic Goal	

Agenda Item

PRELIMINARY PLAT/ Elementary School No. 28 (PP-23-00403). Presentation, discussion, and consideration on a request for approval of a Preliminary Plat for Denton ISD Elementary School No. 28, establishing lot lines and easements necessary for development, on approximately 16.054 acres situated in the J. Gonzalez Survey, Abstract No. 447, within Little Elm's Extraterritorial Jurisdiction.

- Presentation
- Discussion
- Consideration

Location

Located west of Havana Avenue and Vattier Street, within Little Elm's Extraterritorial Jurisdiction

Planning Analysis

The purpose of a preliminary plat is to determine the general layout of the subdivision, the adequacy of public facilities needed to serve the intended development, and the overall compliance of the land division with applicable requirements of this subdivision ordinance and the zoning ordinance regulations for each zoning district.

This property was not originally designated for a school in the Linden Hills Development Agreement through Ordinance #1641. The applicant and the Town are still working on the necessary changes to the Development Agreement to include a school.

Recommended Action

The applicant has requested an extension to the April 6, 2023, Regular Planning Zoning Commission meeting.

Staff requests approval of the extension request.



TOWN OF LITTLE ELM PLANNING & ZONING COMMISSION

03/16/2023

OVERVIEW

Project	REPLAT/ Alta 380 Addition, Lots 1R and X, Block A (RP-23-00597)
P&Z Hearing	03/16/2023
Council Hearing	N/A
Size	Approximately 1.697 acres
Current Zoning	Planned Development
Proposed Use	Communication Tower
Existing Use	Communication Tower
Future Land Use Plan Designation	Low Density Residential
Applicant	Sarah Scott, Kimely-Horn and Associates
Owner	Alta 3Eighty LLC
Strategic Goal	

Agenda Item

REPLAT/ Alta 380 Addition, Lots 1R and X, Block A (RP-23-00597). Presentation, discussion, and consideration on a request of a replat consisting of 1.697 acres, being a replat of lot 1, Block A, Alta 380 Addition, situated in the M. Jones Survey, Abstract No. 662, within Little Elm's Town limits.

- Presentation
- Discussion
- Consideration

Location

Generally located 750 feet west of the intersection of FM 2931 and US Highway 380, within Little Elm's town limits.

Planning Analysis

The purpose of this replat submittal is to replat currently platted and recorded property into two (2) separate lots in order to separate an existing communications tower from the rest of the lot.

Engineering staff has reviewed the plat document and determined that the request does not comply with the requirements of the Zoning Ordinance and the Sbudivison ordinance.

Recommended Action

Applicant is requesting extension until April 6, 2023 in order to allow additional time to address Staff comments.
