



TOWN OF LITTLE ELM PLANNING & ZONING COMMISSION

April 18, 2024

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. Adoption of the April 4, 2024 Planning & Zoning Commission Meeting Minutes
2. **FINAL PLAT/ROYAL COURT ADDITION (FP-24-000918).** Presentation, discussion, and consideration on a request for approval of a Final Plat of approximately 8.52 acres, generally located southeast of the intersection of King Road and Witt Road, within Little Elm's Town Limits, in order to establish 47 residential lots and 3 common area lots, along with easements necessary for development.
 - Presentation
 - Discussion
 - Consideration

5. **Regular Agenda**

1. **PUBLIC HEARING/ Frisco Park Annex PD Amendment (PD-23-004665).** Presentation, public hearing, discussion, and take action on a request to rezone approximately 4.9 acres of land, currently zoned Planned Development - Lakefront District (PD-LF), through Ordinance No. 1752, generally located on the north side of Main Street at East Park Drive, within Little Elm's town limits, amending the existing PD-LF District to establish modified development standards for a portion of the concept plan area, in order to approve development plans for a 25-town home development.
 - Staff Report
 - Open Public Hearing

- Receive Public Hearing
- Close Public Hearing
- Discussion and Recommendation

2. **PUBLIC HEARING/ Simply French Commissary Kitchen (SUP-24-000839).** A request to allow a 1,912-square foot Commissary Kitchen, generally located 2410 E. Eldorado Parkway, Suite 400, on the northeast corner of E. Eldorado Parkway and Little Elm Parkway, within Little Elm's town limits, in order to allow for preparation and storage of food items that are delivered to customers by mobile food vendors located away from the commissary location.

- Presentation
- Open Public Hearing
- Receive Public Comment
- Close Public Hearing
- Discussion and Recommendation

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

7. **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 April 15th, 2024, 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 Services



TOWN OF LITTLE ELM PLANNING & ZONING COMMISSION

04/18/2024

OVERVIEW

Project	Adoption of the April 4, 2024 Planning & Zoning Commission Meeting Minutes
P&Z Hearing	04/18/2024
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

Adoption of the April 4, 2024 Planning & Zoning Commission Meeting Minutes

Location

N/A

Planning Analysis

N/A

Recommended Action

N/A

Attachments

April 04, 2024 Meeting Minutes

DRAFT



Minutes

Town of Little Elm
PLANNING & ZONING COMMISSION
Regular Meeting
Thursday, APRIL 4, 2024 - 6:00 pm

Present: Tom Ocelli, Commissioner; Jack Skinner, Commissioner; Stephen Horn, Commissioner; Ron Trees, Chairman; Robert Martin, Vice-Chair; Deb Cadet, Alternate Commissioner; Brian Kuberski, Alternate Commissioner

Absent: Brent Thibeaux, Commissioner; Michael Bell, Commissioner

Staff Present: Olga Chernomorets, Managing Director of Planning Services
Brian Salvesen, Senior Planner
Amanda Black, Project Manager
Citlali Castro, Planner

1. **5:50 PM Work Session**
2. **6:00 PM Regular Meeting**
3. **Roll Call**
4. **Consent Agenda**

Motion: Approve Consent Agenda with a minor typo correction to the minutes.

Motion by Commissioner Jack Skinner, seconded by Commissioner Tom Ocelli

AYE: Commissioner Tom Ocelli, Commissioner Jack Skinner, Commissioner Stephen Horn, Chairman Ron Trees, Vice-Chair Robert Martin, Alternate Commissioner Brian Kuberski, Alternate Commissioner Deb Cadet

7 - 0 Passed - Unanimously

1. Adoption of the March 21, 2024 Planning & Zoning Commission Meeting Minutes

Motion: Approve Consent Agenda with the correction of the meeting time from 7:00pm to 6:00pm.

2. **FINAL PLAT/ROYAL COURT ADDITION (FP-24-000918).** Presentation, discussion, and consideration on a request for approval of a Final Plat of approximately 8.52 acres, generally located southeast of the intersection of King Road and Witt Road, within Little Elm's Town Limits, in order to establish 47 residential lots and 3 common area lots, along with easements necessary for development.
 - Presentation
 - Discussion
 - Consideration

Extension request approved in consent agenda motion.

5. **Regular Agenda**

1. **PUBLIC HEARING/ Denton ISD Braswell Highschool Planned Development Amendment (PD-23-004847).** Presentation, public hearing, discussion, and take action on a request to rezone approximately 107.767 acres of land, currently zoned as Planned Development, based on Community Facility Standards, through Ordinance No. 1583, generally located on the southeast corner of the intersection of U.S. Highway 380 and Navo Road, within Little Elm's town limits, in order to amend the site plan within the Planned Development District to allow for a multi-use facility with modified standards.
 - Presentation
 - Open Public Hearing
 - Receive Public Comment
 - Close Public Hearing
 - Discussion and Recommendation

Staff presented agenda item.

Vice-chair Martin asked what the height of the school is.

- Staff was unsure, but the proposed sports facility will be similar in height if not, shorter.

Commissioner Cadet asked if the new facility would require additional parking.

- Staff clarified that it will not require additional parking because it is serving the same function as other existing facilities.

Vice-chair Martin asked about the safety standards and tornado safety for the proposed sports facility.

- Staff explained that Braswell Highschool has an existing storm shelter in place for their capacity. Since the building is not increasing the school's capacity, they will only utilize the existing shelter in the main structure.

Commissioner Cadet stated that she does not believe that the proposed structure is cohesive with the existing buildings.

- Staff clarified that the type of structure needed for a practice facility is different from a structure for classrooms. Staff asked the applicant during the process to include the same type of brick and colors to blend in with the school.

Commissioner Ocelli asked what prevented the applicant from adding brick to the lower part of the structure.

- The applicant, Anthony Milbitz from TNP clarified that they did not add more brick to the lower part of the structure to maintain a continuous and cohesive paneling.

Commissioner Horn asked if the doors on the side were garage style.

- The applicant confirmed that they will be garage style. The doors will be used for ventilation, since there isn't any air conditioning in the building.

Commissioner Cadet asked why the applicant chose a metal roof.

- The applicant explained that the style of the design is more sturdy and will hold up longer.

Vice-chair Martin asked what materials would be used for the translucent wall panels towards the top.

- The applicant was not certain but believed it was glass.

Chairman Trees opened the public hearing at 6:16pm. There were no speakers present.

Chairman Trees closed the public hearing at 6:16pm.

Chairman Trees thought the proposal would be good for the school and students. He stated that Braswell is a modern-style school and the proposed structure will blend in well.

Commissioner Horn expressed that the facility would help with noise control. He stated that the proposed structure looks like the backside of Braswell.

Chairman Trees asked for clarification regarding air conditioning.

- The applicant clarified that only the "bar" is air-conditioned because it contains the ice maker. The rest of the structure is not air-conditioned but has big ceiling fans and the doors can be opened.

Commissioner Cadet asked if there are any uses that are not permitted.

- Staff clarified that everything that is provided in a school or stadium is permitted. If there is a nuisance, there will be action taken by Community Integrity.

Commissioner Ocelli asked if the proposed structure would follow regular hours of operation for the school.

- Staff explained that stadiums have specific exemptions regarding noise.

Motion: Approve agenda item as presented.

Motion by Vice-Chair Robert Martin, seconded by Commissioner Jack Skinner

AYE: Commissioner Tom Ocelli, Commissioner Jack Skinner, Commissioner Stephen Horn, Chairman Ron Trees, Vice-Chair Robert Martin, Alternate Commissioner Brian Kuberski, Alternate Commissioner Deb Cadet

7 - 0 Passed - Unanimously

2. Presentation, discussion, and take action on a recommendation of Planning and Zoning Commission representation to the Lakefront Small Area Plan and US 380 Small Area Plan Committees.

- Presentation
- Discussion
- Recommendation

Staff presented an overview of the Small Area Plans.

Commissioner Skinner and Commissioner Cadet were interested in serving on the Lakefront Small Area Plan Committee.

Commissioner Skinner stated that he knows the area and people in the area, he has seen the area grow and wants to contribute to it.

Commissioner Cadet wants to be involved to serve as fresh eyes on the new development. She would like to help guide the vision.

The Commission voted for Commissioner Skinner to serve on the Lakefront Small Area Plan Committee.

Commissioner Horn nominated Commissioner Cadet and Vice-chair Martin volunteered to serve on the US 380 Corridor Small Area Plan Committee.

Motion: Commissioner Skinner will be the Lakefront Small Area Plan representative and Vice-chair Martin and Commissioner Cadet will be the US 380 Corridor Small Area Plan representatives.

Motion by Commissioner Tom Ocelli, seconded by Commissioner Stephen Horn

AYE: Commissioner Tom Ocelli, Commissioner Jack Skinner, Commissioner Stephen Horn, Chairman Ron Trees, Vice-Chair Robert Martin, Alternate Commissioner Brian Kuberski, Alternate Commissioner Deb Cadet

7 - 0 Passed - Unanimously

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

Brief Development Update from Project Manager Amanda Black.

Staff updated the Commission regarding Town Council items, Board of Adjustment meeting, and items to come.

7. **Adjourn**

Meeting adjourned at 6:48pm.



TOWN OF LITTLE ELM PLANNING & ZONING COMMISSION

04/18/2024

OVERVIEW

Project	FINAL PLAT/ ROYAL COURT ADDITION (FP-24-000918)
P&Z Hearing	04/18/2024
Council Hearing	N/A
Size	Approximately 8.52 acres
Current Zoning	Planned Development (Single Family)
Proposed Use	Single Family
Existing Use	Vacant
Future Land Use Plan Designation	Low Density Residential
Applicant	Dean Cardwell, Bohler
Owner	Mukesh Parna-Manager, King Witt Paradise LLC
Strategic Goal	

Agenda Item

FINAL PLAT/ROYAL COURT ADDITION (FP-24-000918). Presentation, discussion, and consideration on a request for approval of a Final Plat of approximately 8.52 acres, generally located southeast of the intersection of King Road and Witt Road, within Little Elm's Town Limits, in order to establish 47 residential lots and 3 common area lots, along with easements necessary for development.

- Presentation
- Discussion
- Consideration

Location

Generally located southeast of the intersection of King Road and Witt 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.

Currently, this property is two unplatted tracts of land. This plat will establish 47 residential lots, 3 open space lots, dedicate right-of-way, and establish easements necessary for development. The plat meets the

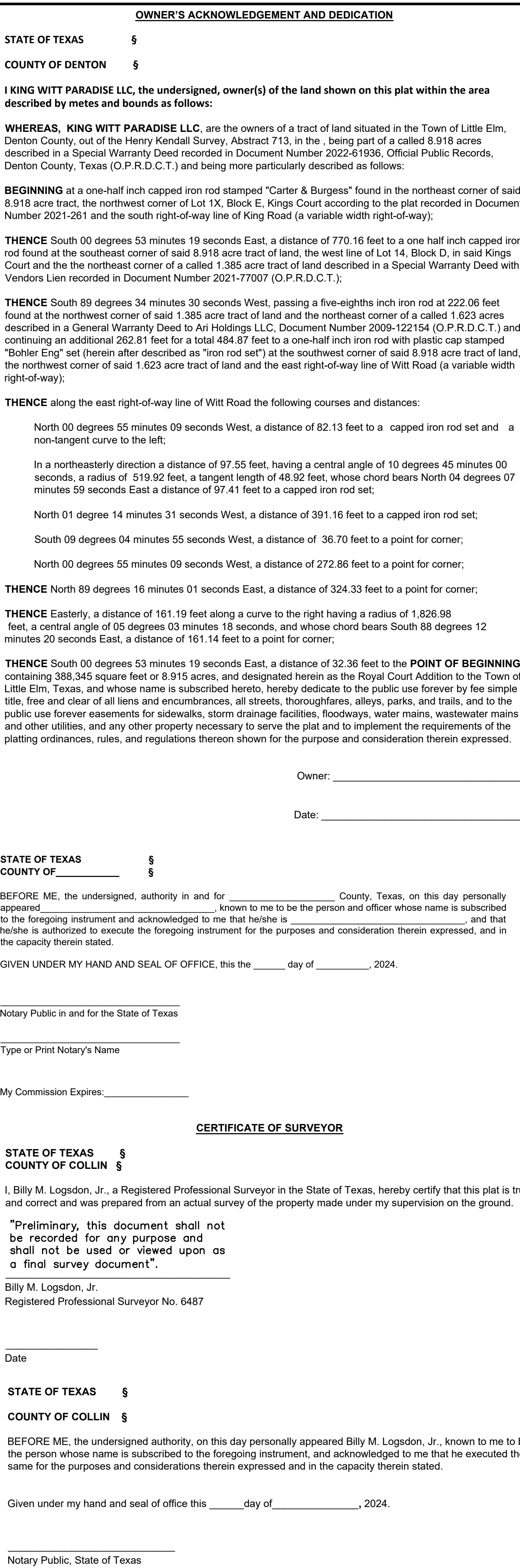
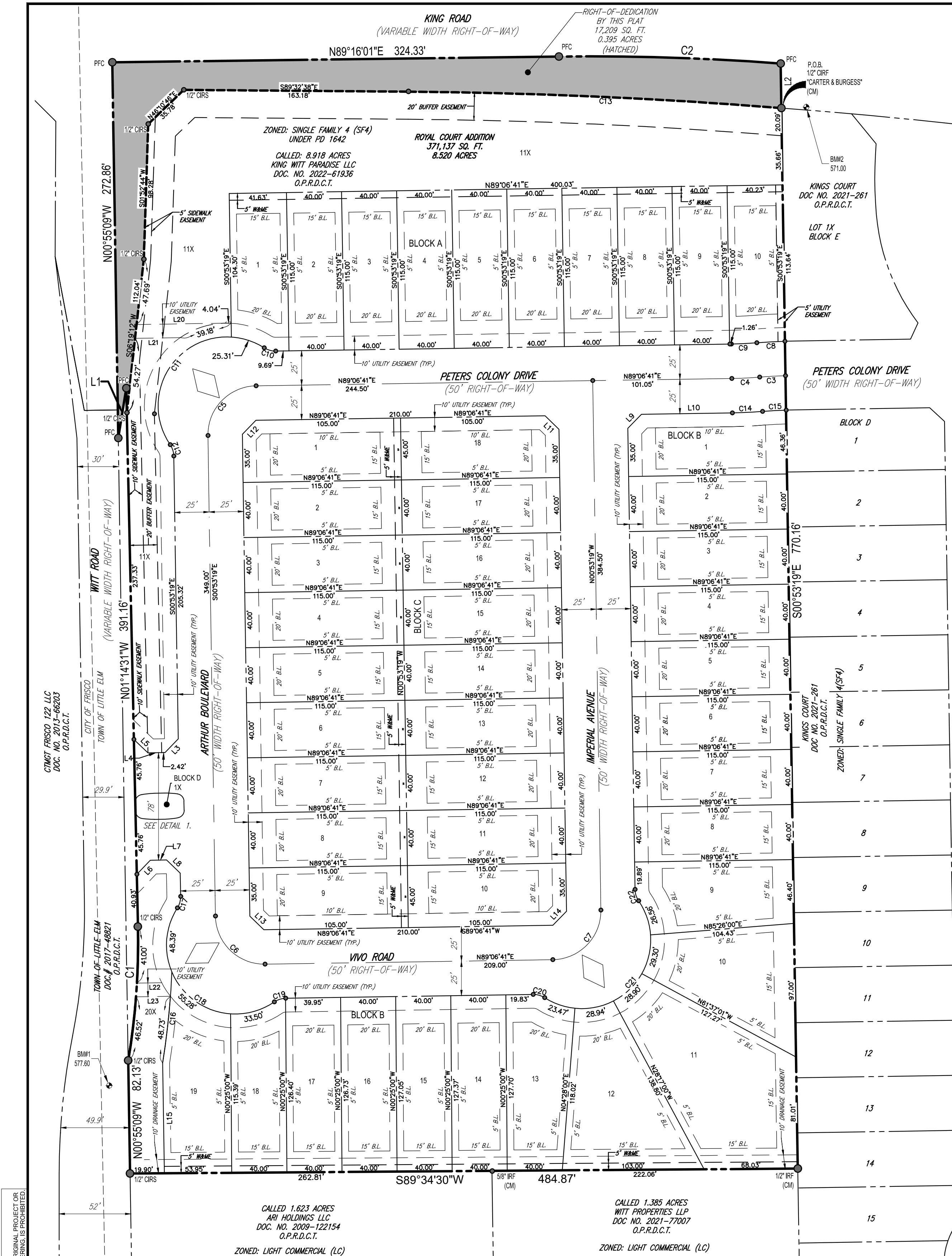
designations of the zoning district which is zoned through Ordinance No. 1642 establishing a Planned Development with a SF-4 base.

Recommended Action

Staff recommends approval of the plat as presented.

Attachments

Royal Court Addition Final Plat



CURVE TABLE					
NO.	LENGTH	DELTA	RADIUS	TANGENT	CHORD BEARING
C1	97.55'	010°45'00"	519.92'	48.92'	N04°07'59"E
C2	161.19'	005°03'18"	1826.98'	80.65'	S88°12'20"E
C3	18.75'	003°34'51"	300.00'	9.38'	S87°02'18"W
C4	20.23'	003°51'49"	300.00'	10.12'	S87°10'47"W
C5	55.76'	090°00'00"	35.50'	35.50'	S44°06'41"W
C6	55.76'	090°00'00"	35.50'	35.50'	S45°53'19"E
C7	55.76'	090°00'00"	35.50'	35.50'	N44°06'41"E
C8	20.46'	003°36'27"	325.00'	10.23'	S87°03'06"W
C9	18.54'	003°51'49"	275.00'	9.28'	S87°10'47"W
C10	8.80'	033°35'47"	15.00'	4.53'	N74°05'25"W
C11	137.18'	157°11'34"	50.00'	247.89'	S44°06'41"W
C12	8.80'	033°35'47"	15.00'	4.53'	S17°41'13"E
C13	271.09'	004°07'15"	3769.15'	135.60'	N87°29'00"W
C14	21.91'	003°51'49"	325.00'	10.96'	N87°10'47"E
C15	17.19'	003°34'51"	275.00'	8.60'	N87°02'18"E
C16	66.59'	007°00'01"	545.00'	33.33'	N05°45'55"E
C17	8.80'	033°35'47"	15.00'	4.53'	S15°54'35"W
C18	137.18'	157°11'34"	50.00'	247.89'	S45°53'19"E
C19	8.80'	033°35'47"	15.00'	4.53'	N72°18'47"E
C20	8.80'	033°35'47"	15.00'	4.53'	S74°05'25"E
C21	137.18'	157°11'34"	50.00'	247.89'	N44°06'41"E
C22	8.80'	033°35'47"	15.00'	4.53'	N17°41'13"W
C23	7.74'	080°37'16"	5.50'	4.67'	S39°06'11"W
C24	8.96'	008°29'00"	60.50'	4.49'	S83°39'20"W
C25	8.96'	008°28'55"	60.50'	4.49'	N86°06'32"W
C26	7.74'	080°39'54"	5.50'	4.67'	N41°32'08"W
C27	7.74'	080°36'52"	5.50'	4.67'	N39°06'15"E
C28	8.93'	008°28'59"	60.31'	4.47'	N83°38'21"E
C29	8.96'	008°28'56"	60.50'	4.49'	S86°06'22"E
C30	7.74'	080°39'27"	5.50'	4.67'	S41°32'10"E

LOT AREA TABLE			LOT AREA TABLE			LOT AREA TABLE		
BLOCK-LOT	SQUARE FEET	ACRES	BLOCK-LOT	SQUARE FEET	ACRES	BLOCK-LOT	SQUARE FEET	ACRES
Block A-1	4,600	0.106	Block B-7	4,601	0.106	Block C-4	4,600	0.106
Block A-2	4,600	0.106	Block B-8	4,601	0.106	Block C-5	4,600	0.106
Block A-3	4,600	0.106	Block B-9	5,556	0.128	Block C-6	4,600	0.106
Block A-4	4,600	0.106	Block B-10	6,786	0.156	Block C-7	4,600	0.106
Block A-5	4,600	0.106	Block B-11	11,204	0.257	Block C-8	4,600	0.106
Block A-6	4,600	0.106	Block B-12	7,906	0.182	Block C-9	5,125	0.118
Block A-7	4,600	0.106	Block B-13	5,640	0.129	Block C-10	5,125	0.118
Block A-8	4,600	0.106	Block B-14	5,102	0.117	Block C-11	4,600	0.106
Block A-9	4,600	0.106	Block B-15	5,089	0.117	Block C-12	4,600	0.106
Block A-10	4,600	0.106	Block B-16	5,076	0.117	Block C-13	4,600	0.106
Block A-11X	47,574	1.092	Block B-17	5,060	0.116	Block C-14	4,600	0.106
Block B-1	5,151	0.118	Block B-18	4,773	0.110	Block C-15	4,600	0.106
Block B-2	4,601	0.106	Block B-19	6,032	0.138	Block C-16	4,600	0.106
Block B-3	4,601	0.106	Block B-20X	5,701	0.131	Block C-17	4,600	0.106
Block B-4	4,601	0.106	Block C-1	5,125	0.118	Block C-18	5,125	0.118
Block B-5	4,601	0.106	Block C-2	4,600	0.106	Block D-1X	622	0.014
Block B-6	4,601	0.106	Block C-3	4,600	0.106			

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

THAT KING WITT PARADISE LLC, acting herein by and through its duly authorized officers, does hereby adopt this plat designating the herein above described property as **ROYAL COURT ADDITION**, an addition to the Town of Little Elm, Denton County, Texas, and does hereby dedicate to the public use forever, the streets and easements shown hereon (if any) for the mutual use and accommodation of any public utility desiring to use or using same for the purpose of construction, maintaining, adding to or removing any or all of their respective systems located therein.

WITNESS my hand this the _____ day of _____, 2024.

Name: _____
Title: _____
Company: _____

STATE OF TEXAS §
COUNTY OF _____ §

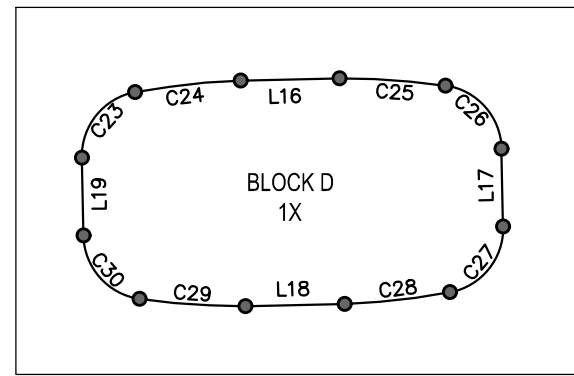
BEFORE ME, the undersigned, a Notary Public in and for the State of Texas, on this day personally appeared _____, known to me to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the _____ day of _____, 2024.

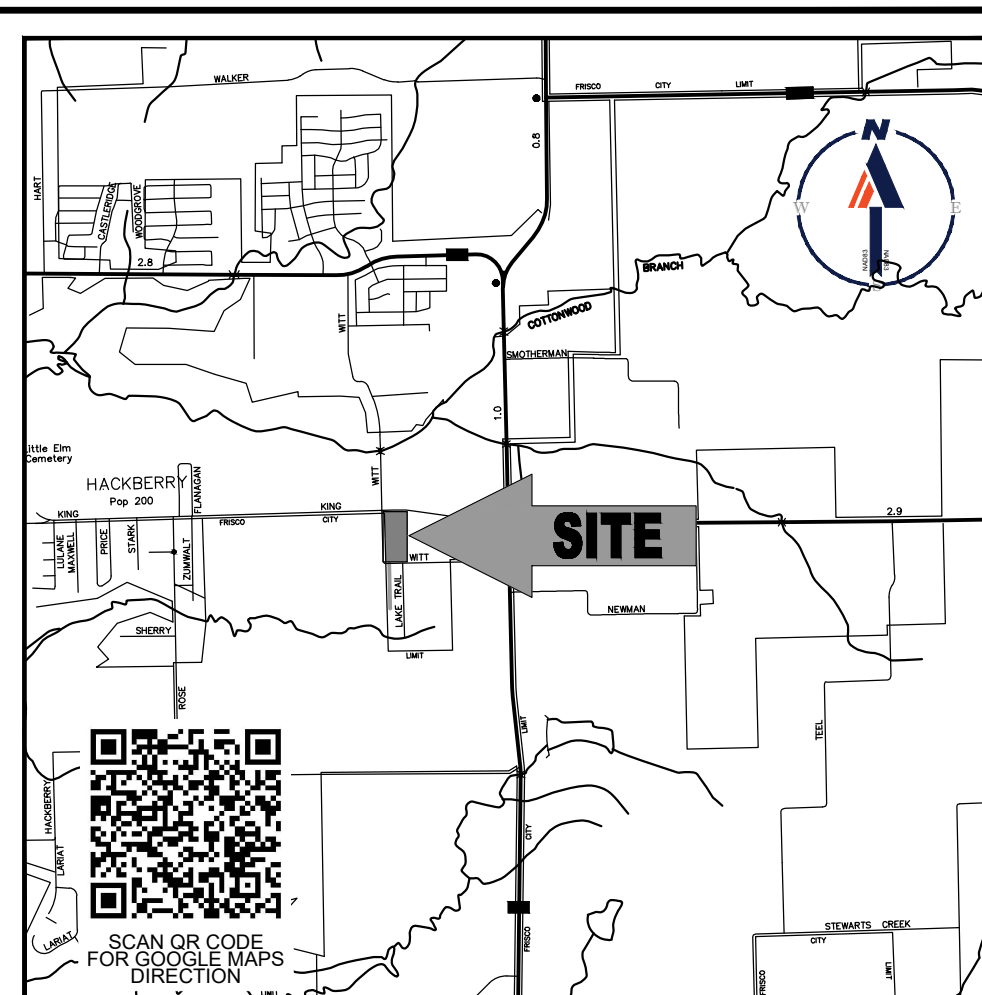
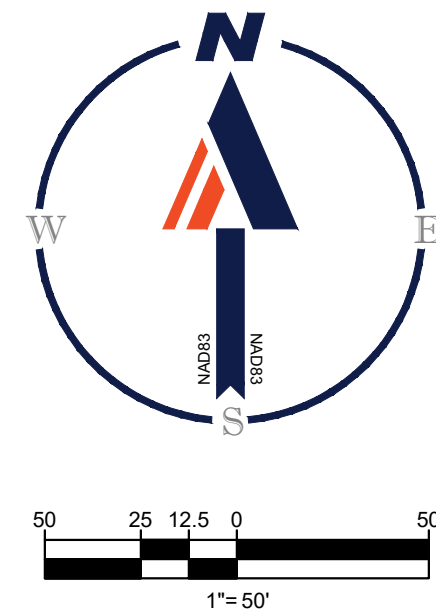
Notary Public in and for the State of Texas

Print Notary's Name _____

My Commission Expires: _____



DETAIL 1.



LOCATION MAP

SCALE: N.T.S.

GENERAL NOTES:

- Survey base on Texas State Plane Coordinate system, North Texas Central Zone 4202, North American Datum of 1983 on grid coordinate values, no scale, and no projection.
- The subject property does not lie within a 100 year flood plain according to Community Panel No. 48121C0420G dated APRIL 18, 2011, of the National Flood Insurance Rate Maps for Denton County, Texas.
- The HOA Lots are designated with the Lot number plus the letter "X", as shown hereon, are to be maintained by the HOA.
- The Wall and Maintenance Easements, as shown hereon, are to be maintained by the HOA.
- Drainage and Detention Easements are as follows and are to be maintained by the HOA:
1. Block A, Lot 11X, as shown hereon.
- Drainage Easements are as follows and are to be maintained by the HOA:
1. Block B, Lot 20X, as shown hereon.
- All lots comply with the minimum size requirements of the zoning district.
- This property may be subject to charges related to impact fees and the applicant should contact the Town regarding any applicable fees due.
- All common areas will be owned and maintained by the HOA/POA.
- Notice - selling a portion of this addition by metes and bounds is a violation of Town ordinance and State Law and is subject to fines and withholding of utilities and building permits.
- This plat does not alter or remove existing deed restrictions, if any, on this property.
- Minimum finished floor elevations are at least 2 feet above the 100 year flood plain.
- Proposed density = 47 Home Sites / 3 Open Space Lots.

CITY PROJECT NO. FP-21-07102

FINAL PLAT

ROYAL COURT ADDITION

LOT 1-10, 11X BLOCK A
LOT 1-19, 20X, BLOCK B
LOT 1-18, BLOCK C
LOT 1X-BLOCK D

8.915 ACRES OUT OF THE
HENRY KENDALL SURVEY, ABSTRACT NO. 713;
TOWN OF LITTLE ELM, DENTON COUNTY, TEXAS

KING WITT PARADISE, LLC 5999 CUSTER ROAD, SUITE 110-150
FRISCO, TX 75035
214-783-0049

BOHLER

SITE CIVIL AND CONSULTING ENGINEERING
LAND SURVEYING PROGRAM MANAGEMENT
SUSTAINABLE DESIGN PERMITTING SERVICES
LANDSCAPE ARCHITECTURE
TRANSPORTATION SERVICES

FILE NO.	DATE	DRAWN	REVIEWED	APPROVED	SCALE	DWG. NO.
TXA220008	02/28/24	JG	BL	BL	1" = 20'	1 OF 1

APPLICANT:
BOHLER ENGINEERING
2600 NETWORK BLVD., SUITE 310
FRISCO, TX 75034
PHONE: (469) 458-7300
CONTACT: DEAN CAROWELL
DCAROWELL@BOHLERENG.COM

OWNER:
KING WITT PARADISE, LLC
5911 KERRY DRIVE
FRISCO, TX 75035
PHONE: (214) 783-0048
CONTACT: BILLY LOGSDON
BLOGSDON@BOHLERENG.COM

SURVEYOR:
BOHLER ENGINEERING
2600 NETWORK BLVD., SUITE 310
FRISCO, TX 75034
PHONE: (469) 458-7300
CONTACT: BILLY LOGSDON
BLOGSDON@BOHLERENG.COM



TOWN OF LITTLE ELM PLANNING & ZONING COMMISSION

04/18/2024

OVERVIEW

Project	PUBLIC HEARING/Frisco Park Annex Planned Development (PD-23-004986)
P&Z Hearing	04/18/2024
Council Hearing	TBD
Size	Approximately 4.9 acres
Current Zoning	Planned Development (Lakefront District)
Proposed Use	Planned Development (Lakefront District)
Existing Use	Residential
Future Land Use Plan Designation	Special Planning Area 3
Applicant	Solana Annex Flats, Krea Development
Owner	Multiple Owners
Strategic Goal	

Agenda Item

PUBLIC HEARING/ Frisco Park Annex PD Amendment (PD-23-004665). Presentation, public hearing, discussion, and take action on a request to rezone approximately 4.9 acres of land, currently zoned Planned Development - Lakefront District (PD-LF), through Ordinance No. 1752, generally located on the north side of Main Street at East Park Drive, within Little Elm's town limits, amending the existing PD-LF District to establish modified development standards for a portion of the concept plan area, in order to approve development plans for a 25-town home development.

- Staff Report
- Open Public Hearing
- Receive Public Hearing
- Close Public Hearing
- Discussion and Recommendation

Location

Generally located north of the intersection of Main Street and East Park Drive, within Little Elm's town limits.

Planning Analysis

Subject area is 4.9-acre Frisco Park Annex Subdivision located within the Lakefront District which recently had a Town initiated regulating Planned Development approved in February of 2024. This PD established a regulating plan for the redevelopment of the area, establishing a general layout, circulation plan, and development standards mirroring those of the existing Lakefront District.

A developer under the names of Solana Flats LLC., and Lone Sar Annex LLC., has obtained a total of 10 contiguous properties out of the 28 properties in this subdivision. Staff believe these 10 contiguous properties are sufficient to create a cohesive phase of redevelopment. Staff have been working with the developer to stay within the scope of the recently adopted regulating plan and create a proposal that matches the intent and vision of the Town for the redevelopment of the area.

This PD amendment would only impact the area currently owned by the developer and will not establish any new standards on any other property within the PD area.

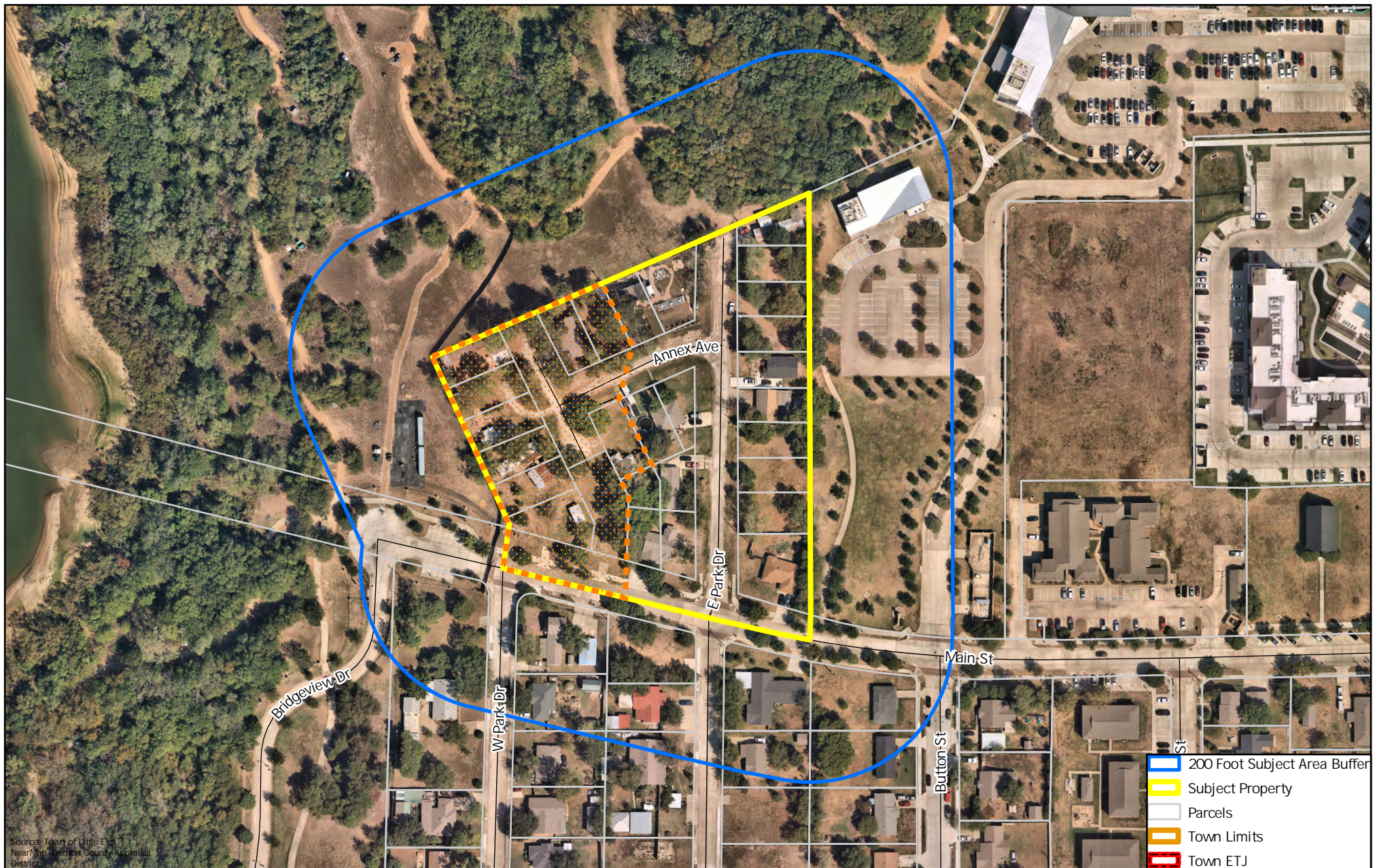
Staff and the applicant are still working through the proposed PD amendment and are requesting to extend the Public Hearing until the May 2, 2024 Regular Planning and Zoning Commission hearing.

Recommended Action

Staff recommends approval of the applicant's extension request to the May 2nd, 2024 Regular Planning and Zoning Commission Meeting.

Attachments

Location and Phase Map



Source: Town of Little Elm
Nearby: Denton County Appraisal
District



Regulating Plan for Frisco Park Annex Subdivision Little Elm, TX 75068

Town of Little Elm
Denton County, Tx

Date: 11/20/2023

0 90 180
US Feet



This product is to be used for graphical representation only. The accuracy is not to be taken/used as data produced for engineering purposes or by a Registered Professional Land Surveyor for the State of Texas. For this level of detail, supervision and certification of the produced data by a Registered Professional Land Surveyor for the State of Texas would have to be performed. Town of Little Elm and its members assume no responsibility for the accuracy of said data.



TOWN OF LITTLE ELM PLANNING & ZONING COMMISSION

04/18/2024

OVERVIEW

Project	PUBLIC HEARING/ Simply French Commissary Kitchen (SUP-24-000839)
P&Z Hearing	04/18/2024
Council Hearing	May 21, 2024
Size	Approximately 1,912 square feet
Current Zoning	Planned Development (Light Commercial Base)
Proposed Use	Commercial (Commissary Kitchen)
Existing Use	Vacant
Future Land Use Plan Designation	Commercial/Retail
Applicant	Emmanuelle Marchant
Owner	Stephen Williamson
Strategic Goal	

Agenda Item

PUBLIC HEARING/ Simply French Commissary Kitchen (SUP-24-000839). A request to allow a 1,912-square foot Commissary Kitchen, generally located 2410 E. Eldorado Parkway, Suite 400, on the northeast corner of E. Eldorado Parkway and Little Elm Parkway, within Little Elm's town limits, in order to allow for preparation and storage of food items that are delivered to customers by mobile food vendors located away from the commissary location.

- Presentation
- Open Public Hearing
- Receive Public Comment
- Close Public Hearing
- Discussion and Recommendation

Location

Generally located 2410 E. Eldorado Parkway, Suite 400, on the northeast corner of E. Eldorado Parkway and Little Elm Parkway, within Little Elm's town limits.

Planning Analysis

Background.

The subject property was annexed in 2001 through Ordinance No. 519 and subsequently zoned for office and retail uses as part of a large scale Planned Development (PD), through Ordinance No. 521. In 2009, Ordinance No.953 amended the office/retail area of the existing PD, establishing Light Commercial zoning and changing the rear yard setback, landscaping standards, and establishing standards for multi-Tenant Monument signs. The subject property was developed in 2022 and the single commercial retail building shell was constructed in 2023. The building is designed to have up to five tenants with two of the suites already leased out. The two other tenants on the property include a martial arts studio and a Medstar Family Care Center.

The land to the east was developed as a multi-tenant office park, as part of the same PD. The land to south was developed as a commercial retail building, completed in 2021, also part of the same PD. East Eldorado Parkway runs along the frontage of the property along the eastern boundary, on the other side of East Eldorado Parkway is a residential subdivision. There is also a residential subdivision to the north of the property, separated by a detention pond and a brick screening wall.

In February 2024, a new tenant reached out regarding opening a commissary kitchen, in addition to other functions permitted by right, such as a grab-and-go restaurant and an ancillary training space. A commissary kitchen is allowed in Light Commercial zoning districts through a Specific Use Permit (SUP). A commissary kitchen is defined in the Zoning Ordinance as:

“A facility that is the home base for a restaurant-equipped vehicle that serves as a mobile food vendor. The commissary also is used for the storage and partial production of food items that are delivered to customers by the mobile food vendor located away from the commissary location. “

Since the initial proposal, staff and the applicant have been working on how best to define the operation, mitigate any potential nuisances, and ensure the plans meet all building, health, and fire requirements. Since the use of the space as a culinary classroom and grab-and-go restaurant are both allowed by right, finish out work was allowed to proceed concurrently with the SUP request process.

Proposal.

The applicant is proposing to rent out the kitchen space in order to allow mobile food vendors (such as food trucks) to prepare food and have a brick and mortar location within Little Elm, as required per the Ordinance No. 1630, which was adopted in 2021. The ordinance states that mobile food vendors must be tied to a host business within Little Elm and prepare their food there. The requirement to have a host business within Town Limits offers benefits to both the Town and the operators of food trucks, mainly making the permitting and inspection process easier to track.

Previously, mobile food vendors who did not have a physical location worked through a different commissary kitchen, “On-the-Fly”, which closed down in late 2022, leaving mobile food vendors without a place to prepare food within the Town Limits unless they already had a physical location.

In addition to the commissary kitchen, the business will also have a “grab-and-go” counter where those renting the kitchen can also leave pre-prepared meals for individuals to walk in and purchase. The applicant also has a small space which allows for culinary classes, private meals, or similar ancillary events. This use is ancillary to the main use of the business and does not fall under the intent of the recently added banquet hall definition since hosting events is not the primary purpose of this establishment.

Use and Nuisance Prevention.

Approval of this SUP would allow the applicant to rent out kitchen space and allow mobile food trucks to load and unload food and small restaurant equipment on property. The SUP process allows staff to evaluate these types of uses on a case by case basis to prevent or mitigate any potential nuisances, from affecting the health and welfare of adjacent suites and properties, particularly the residents.

Noise and odor are two potential concerns. To mitigate these potential nuisances, staff and the applicant

have agreed to have in the business description and narrative state that there will be no emptying of grease traps, cleaning, or maintenance of food trucks on the property. Overnight parking of food trucks will not be allowed.

Overnight delivery of food supplies will be allowed as well as early and late loading and unloading of trucks, but this will not be of normal circumstance and will still be subject to the Town's noise ordinances which has stated hours and decibel levels. All operations for food truck will take place at the rear of the building which is over 200 feet from the nearest residential lot.

Staff does not anticipate the creation of an odorous nuisance since the use will be similar to that of a restaurant allowed by right. The property has two dumpsters and access to a third due to proximity of other shared dumpsters allowed through the existing PD. Town ordinance section 102-403 requires all trash to be bagged when thrown away and placed inside the dumpster. Should an odorous nuisance arise, Community Integrity staff will work with the property owners toward a resolution, such as potentially increasing the rate of trash collection on site.

If, in the future, this use wants to expand into another suite, increasing the square footage, it will require a SUP amendment as this SUP only permits 1,912 square feet.

Fire and Building Departments.

Since some uses of the whole business can operate by right without an SUP, the plans have already been under review by the Fire and Building Departments and have been approved for construction.

Comprehensive Plan.

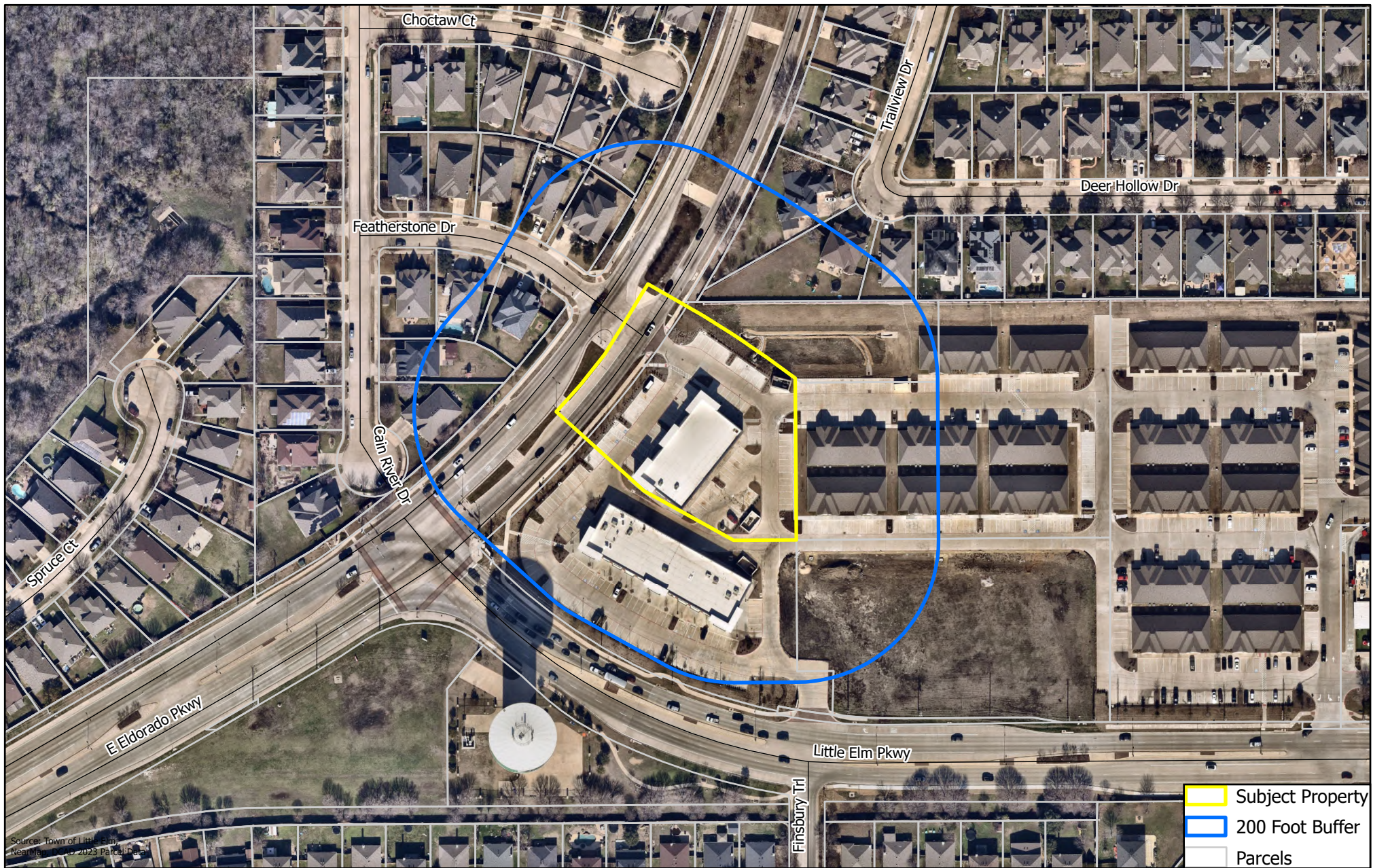
Commissary kitchen is listed under "Retail Use" the Town's Schedule of Uses, which aligns with the current and future zoning of Light Commercial.

Recommended Action

Staff does not believe the proposed use would have an adverse impact on the surrounding area. Staff requests the Commission evaluate the proposed SUP request and base their recommendation to the Town Council on the intent of the Future Land Use Plan and Comprehensive Plan as well as Ordinance No. 1630 that prescribes conditions for a mobile food vendor.

Attachments

Location Map
Letter of Intent
Layout and Design



- Subject Property
- 200 Foot Buffer
- Parcels

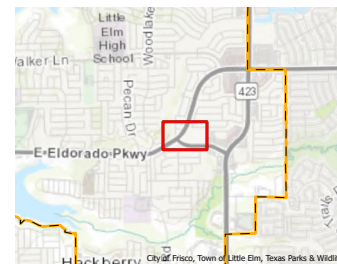
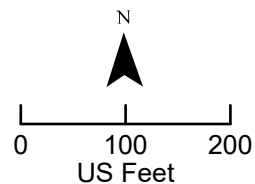
Source: Town of Little Elm, Nearmap, Inc. 2023 Parcel Data



Simply French Commissary Kitchen Specific Use Permit
(SUP-24-000839)
Little Elm, TX, 75068

Town of Little Elm
Denton County, Tx

Date: 4/2/2024



This product is to be used for graphical representation only. The accuracy is not to be taken/used as data produced for engineering purposes or by a Registered Professional Land Surveyor for the State of Texas. For this level of detail, supervision and certification of the produced data by a Registered Professional Land Surveyor for the State of Texas would have to be performed. Town of Little Elm and its members assume no responsibility for the accuracy of said data.

Emmanuelle Marchant

Simply French Kitchen

2410 E Eldorado pkwy, suite 400

Little Elm, TX 75068

February 24th 20204

Rezoning request

The proposal for rezoning from a commercial kitchen to a commissary kitchen in Little Elm is a visionary initiative aimed at not only fostering economic development but also empowering culinary entrepreneurs. The following statement articulates the persuasive reasons why the town should embrace this transformation, enabling budding chefs, food truck operators, and local artisans to develop their culinary ideas without the burden of initial financial investment.

Eliminating Financial Barriers for Culinary Entrepreneurs: The conversion to a commissary kitchen eliminates one of the primary obstacles faced by culinary entrepreneurs – the high cost of setting up an individual commercial kitchen. By providing a shared space, Simply French Kitchen facilitates collaboration and idea incubation without imposing a significant financial burden on individual entrepreneurs.

Municipal Compliance for Food Trucks: Municipality laws mandate that food trucks must have access to a commercial kitchen within the township limits. Currently, the town of Little Elm can no longer issue permits due to the absence of a commissary kitchen within its Township limits.

Simply French Kitchen addresses this requirement, ensuring that food truck operators can comply with regulations seamlessly. This not only aids in the growth of local food truck businesses but also enhances the town's reputation for regulatory compliance and responsible entrepreneurship.

Fostering Economic Development: The rezoning proposal positions Simply French kitchen as a catalyst for economic development. Simply French kitchen's design is a commercial kitchen created by a food entrepreneur: the refrigeration, storage, and space capacity such as the one designed cannot be found in the town of Little Elm or neighboring city Frisco. The space is designed to allow for three teams to simultaneously work, in the shared environment. The commissary kitchen side will be available to rent 24 hours a day.

By providing a supportive environment for culinary startups, the town can expect increased job creation, enhanced local commerce, and a thriving ecosystem of food-related businesses. This, in turn, contributes to the overall economic vitality of Little Elm

Unique Front Store Concept: The incorporation of a unique front store within Simply French Kitchen is a distinctive feature that sets this project apart. The front store serves as a professional space where members of the commissary kitchen can showcase and sell their culinary creations to the public. This not only provides exposure for the entrepreneurs but also adds an attractive element to the town, drawing in residents and visitors alike. The front store will open Monday to Friday from 11 am until 6:30 pm, Saturday from 10- 2 pm. Adjustments will be made should the rise of a delivery platform be needed by a member to allow such platforms delivery personnel to access the store.

Cultivating a Culinary Hub: The proposed zoning change will pave the way for culinary classes, transforming Simply French Kitchen into an educational hub. By offering classes on cooking techniques, nutrition, and diverse cuisines, the community gains access to hands-on learning experiences. This not only caters to aspiring chefs but also enriches the general culinary knowledge of residents, fostering a culture of lifelong learning.

Multipurpose Hosting Rooms: The versatility of Simply French Kitchen, with its classroom space, extends beyond culinary endeavors. The zoning change allows for the creation of hosting rooms that can be used for various purposes. Residents can rent these spaces for private events, corporate gatherings, or community meetings. This flexibility not only enhances the utility of the kitchen but also positions it as a venue for a range of activities, fostering community connectivity.

The availability of hosting rooms for events translates into economic benefits for Little Elm]. Residents and businesses looking for event spaces contribute to the local economy through rentals, thereby supporting the sustained growth of Simply French Kitchen and fostering economic development within the community.

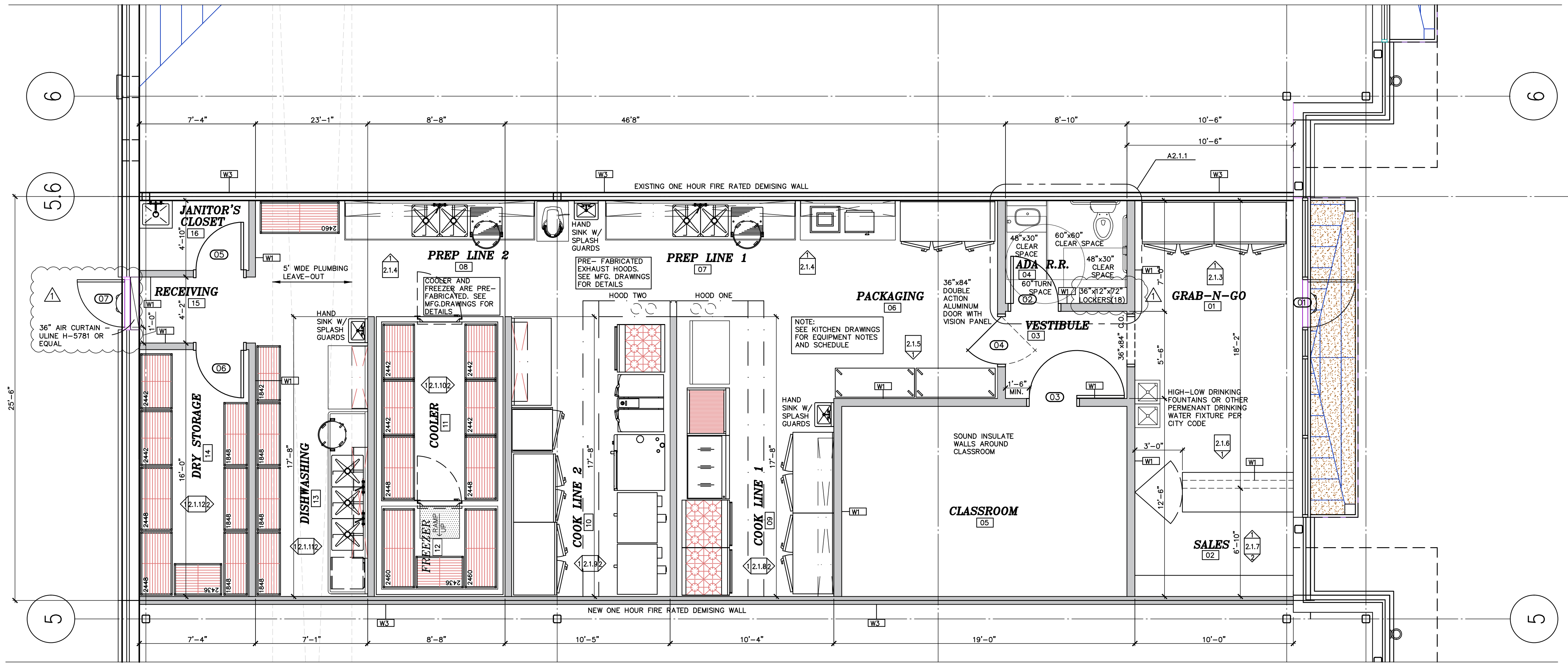
Food Trucks & deliveries: No food truck will be allowed to park overnight: food trucks will be allowed to be parked only to load. We will not allow any cleaning or maintenance of any food trucks at our location/ Food trucks will need to be parked, cleaned, maintained, and disposed of grey water a location providing these services. Deliveries might be received overnight if the kitchen is rented when the delivery happens. Very rarely this option will be used as businesses that will rent the kitchen do not have the volume of sales required to receive overnight deliveries.

In conclusion, the rezoning proposal for Simply French Kitchen is a strategic move that aligns economic development with the support of local culinary entrepreneurship. By removing financial barriers, ensuring municipal compliance for food trucks, and introducing a unique front store concept and our classroom, the town has the opportunity to cultivate a vibrant culinary ecosystem. Simply French Kitchen is not just a business venture; it is a catalyst for positive change, community engagement, and the elevation of Little Elm as a culinary destination. Embracing this rezoning proposal is not

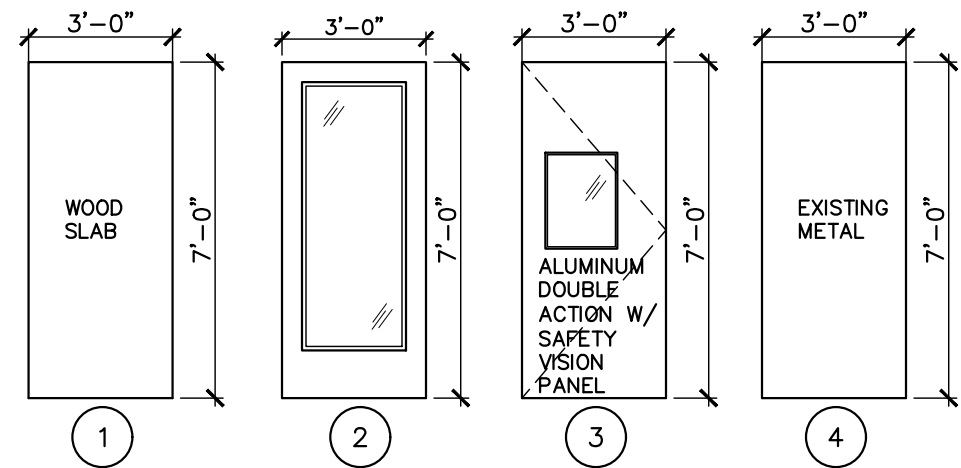
just a decision in favor of a business; it's a commitment to a flourishing and dynamic local economy.

A stylized, handwritten signature in black ink, appearing to read 'Emmanuelle Marchant'.

Emmanuelle Marchant



DOOR TYPES



DOOR & FRAME SCHEDULE

NOTE: VERIFY DOOR DIMENSIONS PER MFG. SPECS.

MK	ROOM NAME	TYPE	DOOR				GLASS	FINISH	H/W SET	FRAME		NOTES
			WIDTH	HEIGHT	THKNS	MAT				MAT	FINISH	
01	FRONT ENTRY	1	3'-0"	7'-0"		EXISTING						EXISTING STOREFRONT DOOR AND HARDWARE
02	RESTROOM	2	3'-0"	7'-0"		WOOD		PAIN	2	METAL	BRONZE	SOLID CORE SLAB
03	CLASSROOM	1	3'-0"	7'-0"		GLASS	TEMPERED	PAIN	1	METAL	BRONZE	SOLID CORE WOOD WITH FULL GLASS PANEL
04	KITCHEN	3	3'-0"	7'-0"		ALUMINUM	TEMPERED	ALUMINUM	3	METAL	BRONZE	ALUMINUM DOUBLE ACTION KITCHEN DOOR WITH SAFETY VISION PANEL
05	JANITOR CLOS.	1	3'-0"	7'-0"		WOOD		PAIN	1	METAL	BRONZE	SOLID CORE SLAB
06	DRY STORAGE	1	3'-0"	7'-0"		WOOD		PAIN	1	METAL	BRONZE	SOLID CORE SLAB
07	REAR EXIT	4	3'-0"	7'-0"		EXISTING						EXISTING WOOD DOOR AND HARDWARE

HARDWARE SETS

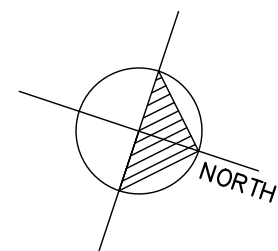
NOTE: ALL HARDWARE TO BE SCHLAGE OR EQUAL QUALITY

MARK	QUANTITY	DESCRIPTION
1	1	LEVER PASSAGE, 3 HINGES, DOOR STOP (CLASSROOM, JANITOR CLOSET, DRY STORAGE)
2	1	LEVER PRIVACY W/ PUSH BUTTON LOCK, 3 HINGES, DOOR STOP, COAT HOOK (RESTROOM)
3	1	BY ALUMINUM DOOR MANUFACTURER (KITCHEN)

1 FLOOR PLAN - 1,912 S.F.

SCALE: 1/4" = 1'-0"

GRAPHIC SCALE = FEET



SUITE B10 AREA CALCULATIONS

GRAB-N-GO, RESTRM., KITCHEN	1,696 SQ FT
CLASSROOM	216 SQ FT
TOTAL LEASED AREA	1,912 SQ FT

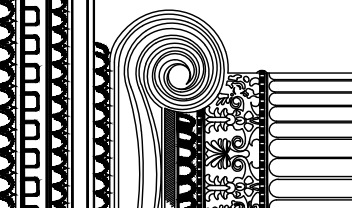
LEGEND

EXISTING WALLS TO REMAIN
NEW WALLS

SIMPLY FRENCH KITCHEN
COMMERCIAL KITCHEN - NO DINING
RIVER STREET LITTLE ELM II
2410 E. ELDORADO PARKWAY, SUITE 400
TOWN OF LITTLE ELM, DENTON COUNTY, TEXAS



CORINTHIAN DESIGN ASSOCIATES, LLC
RESIDENTIAL / COMMERCIAL
PLANNING & DESIGN



KENNETH FIELDS
214-223-4501 (DIRECT)
CorinthianDesignAssociates@gmail.com

DATE ISSUED
DECEMBER 29, 2023

DATE REVISED

FEBRUARY 28, 2024

JOB NO.

SHEET

A1.2

SFK - Grab & Go

INSPIRATION



SFK - Community Room

INSPIRATION

