



TOWN OF LITTLE ELM PLANNING & ZONING COMMISSION

August 21, 2025

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**

0. **Roll Call**

4. **Public Comments**

Persons may address the Planning & Zoning Commission on any issue for up to three (3) minutes. This is the appropriate time for citizens to address the Commission on any concern whether on this agenda or not. In accordance with the State of Texas Open Meeting Act, the commission may not comment or deliberate such statements during this period, except as authorized by Section 551.007, Texas Government Code.

0. **Consent Agenda**

1. Adoption of the August 7, 2025 Planning & Zoning Commission Meeting Minutes

2. **CONVEYANCE PLAT/ Bates Towne Crossing (CP-25-003075).** Presentation, discussion and consideration on a request for approval of a Conveyance Plat for Bates Towne Crossing, establishing lot lines for conveyance, on approximately 22.383 acres, generally located at the corner of US HWY 380 and Spiritas Parkway within Little Elm's town limits, within Little Elm's town limits.
- Presentation
 - Discussion
 - Consideration

3. **FINAL PLAT/Bates Towne Crossing (FP-25-002300).** Presentation, discussion, and consideration of a request for a Final Plat consisting of 22.383 acres, generally located at the corner of US HWY 380 and Spiritas Parkway within Little Elm's town limits, in order to establish seven commercial lots, lot lines, and the easements necessary for development.
 - Presentation
 - Discuss
 - Consideration

6. **Regular Agenda**

1. **PUBLIC HEARING/ Comprehensive Plan Amendment - FLUP.** A proposed amendment to the Town of Little Elm Comprehensive Plan Future Land Use Map (FLUP), revising certain designations in order to align with the recently approved zoning change (PD-24-00456), and correcting certain designation on the west side of Town.
 - Presentation
 - Open Public Hearing
 - Public Hearing
 - Close Public Hearing
 - Discussion
 - Recommendation

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

8. **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 August 14th, 2025, 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

08/21/2025

OVERVIEW

Project	Adoption of the August 7, 2025 Planning & Zoning Commission Meeting Minutes
P&Z Hearing	08/21/2025
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 August 7, 2025 Planning & Zoning Commission Meeting Minutes

Location

N/A

Planning Analysis

N/A

Recommended Action

N/A

Attachments

August 7, 2025 Minutes
Letter from Marce E. Ward

DRAFT



Minutes

Town of Little Elm
PLANNING & ZONING COMMISSION
Regular Meeting
Thursday, AUGUST 7, 2025 - 6:00 pm

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

Absent: Stephen Horn, Commissioner; Brent Thibeaux, Commissioner; Michael Bell, Commissioner

Staff Present: Wesley Brandon, Director of Development Services/ Town Engineer
Olga Chernomorets, Managing Director of Planning Services
Citlali Castro, Senior Planner

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

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

3. **Roll Call**

4. **Public Comments**

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5. **Consent Agenda**

Motion to approve Consent Agenda as presented.

Motion by Commissioner Tom Ocelli, seconded by Alternate Commissioner Deb Cadet

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

6 - 0 Passed - Unanimously

1. Adoption of the July 17, 2025 Planning & Zoning Commission Meeting Minutes

Motion to approve August 7, 2025 minutes as presented.

2. **REPLAT/Union Park Phase 1C (RP-25-001110).** Presentation, discussion, and consideration of a request for approval of a Replat consisting of 1.278 acres, generally located 3,000 feet northeast of the intersection of US HWY 380 and Union Park Boulevard, within Little Elm's town limits, in order to establish two lots.
 - Presentation
 - Discussion
 - Consideration

Motion to approve the replat with the following conditions:

- Add "based" in the intent is to establish the building setbacks based on the existing buildings.
- Dimension distance between lines.
- Include "BY THIS PLAT" for any elements dedicated by this plat.
- Utilize the "CERTIFICATE OF SURVEYOR" block found in the latest Town Development Handbook.

3. **REPLAT/Union Park Phase 9 (RP-25-001112).** Presentation, discussion, and consideration of a request for approval of a Replat consisting of 4.349 acres, generally located 3,000 feet northeast of the intersection of US HWY 380 and Union Park Boulevard, within Little Elm's town limits, in order to establish two lots.
 - Presentation
 - Discussion
 - Consideration

Motion to approve the replat with the following conditions:

1. Include "BY THIS PLAT" for any easements dedicated by this plat.
2. Include zoning of subject property.
3. Acreage has changed for the lots; update table.

4. **FINAL PLAT/ Prairie Oaks PH 3A (FP-25-002285).** Presentation, discussion, and consideration of a request for approval of a Final Plat consisting of 20.901 acres, generally located northeast of the intersection of Lloyds Road and Bent Brook Road, within Little Elm's town limits, in order to establish lot lines and needed easements.
 - Presentation
 - Discussion
 - Consideration

Motion to approve the final plat as presented.

5. **FINAL PLAT/Prairie Oaks Ph 3B (FP-25-002284).** Presentation, discussion, and consideration of a request for approval of a Final Plat consisting of 8.032 acres, generally located northeast of the intersection of Lloyds Road and Bent Brook Road, within Little Elm's town limits, in order to establish lot lines, and needed easements.
- Presentation
 - Discussion
 - Consideration

Motion to approve final plat as presented.

6. **FINAL PLAT/Prairie Oaks Ph 2B (FP-25-002284).** Presentation, discussion, and consideration of a request for approval of a Final Plat consisting of 31.816 acres, generally located northeast of the intersection of Lloyds Road and Bent Brook Road, within Little Elm's town limits, in order to establish lot lines and needed easements.
- Presentation
 - Discussion
 - Consideration

Motion to approve final plat as presented.

7. **FINAL PLAT/Bates Towne Crossing (FP-25-002300).** Presentation, discussion, and consideration of a request for a Final Plat consisting of 22.383 acres, generally located at the corner of US HWY 380 and Spiritas Parkway within Little Elm's town limits, in order to establish seven commercial lots, lot lines, and the easements necessary for development.
- Presentation
 - Discuss
 - Consideration

Motion to extend the final plat to the August 21, 2025, regular Planning and Zoning meeting.

8. **CONVEYANCE PLAT/2MG Addition (CP-25-002766).** Presentation, discussion and consideration on a request for approval of a Conveyance Plat for 2MG Addition, establishing lot lines for conveyance, on approximately 1.893 acres, generally located at the southeast corner of the intersection of Little Elm Parkway and East Eldorado Parkway, within Little Elm's town limits.
- Presentation
 - Discussion
 - Consideration

Motion to approve the conveyance plat as presented.

6. **Regular Agenda**

1. PUBLIC HEARING/ Comprehensive Plan Amendment - Small Area Plans. Presentation, Public Hearing, Discussion, and Recommendation on a proposed amendment to the Town of Little Elm 2017 Comprehensive Plan to incorporate, as an addendum, two Small Area Plans for the Lakefront District and 380 Corridor District, in order to establish a clear long-term vision, as well as guidance for future development and public investment.
 - Presentation
 - Open Public Hearing
 - Public Hearing
 - Close Public Hearing
 - Discussion
 - Recommendation

Brad Johnson, the Town's consultant from Halff, provided a presentation on the Lakefront District and US 380 Corridor Small Area Plans.

Chairman Trees opened the public hearing at 6:34 pm.

There were 4 speakers present to speak on the item.

- Ryan McCallion 105 Woodrow Circle, Little Elm, Texas 75068
- Joe Price, 131 Woodrow Circle, Little Elm, Texas 75068
- Richard Sands, 113 Lakeside Lane, Little Elm, Texas 75068
- Diana Bohacek, 110 Lakeside Lane, Little Elm, Texas 75068

The speakers expressed their concerns regarding the approval of the plans, highlighting the following key points:

- Privacy for residents living near the lake
- Underutilization of trails, parks, and open spaces
- Increased traffic
- Traffic being rerouted toward schools
- Unstable local businesses
- Retail vacancies
- Potential rise in crime

Additionally, there was one letter of support from Marce E. Ward.

Chairman Trees closed the public hearing at 6:44pm.

Planning Staff provided clarifications on the purpose of the Small Area Plans, noting that they are designed to guide development as it occurs. Staff emphasized that development, particularly private development, cannot be stopped. The goal is to ensure that new projects include elements that are beneficial to Little Elm. The plans serve as a framework and set of guiding principles that staff will use when reviewing future development proposals.

Chairman Trees noted that the plans can be viewed as a vision, with all developments still required to go through the zoning process.

Commissioner Cadet asked staff whether any measures are in place to address traffic, as it is a primary concern.

- Wesley Brandon, Town Engineer, explained that several projects, including roadway improvements, are underway to help address traffic issues. The goal is to provide a higher level of service for Town residents. He noted that challenges arise when roads fall outside the Town's jurisdiction but emphasized the importance of maintaining relationships with other entities to collaborate and secure funding.

Commissioner Cadet followed up by asking whether the vision outlined in the Small Area Plans would contribute to road improvements.

- Wesley stated that the plans place strong emphasis on pedestrians, aiming to create spaces that make it easier for people to walk to destinations. The overall goal is to enhance walkability.
- Olga added that whenever a development is proposed, the engineering team works with the applicant to determine whether any modifications to nearby roadways are necessary.

Vice-Chair Martin noted that the vision outlined in the plan will unfold over many years. He emphasized that the plan serves as a guide for the future development of the two areas in Town.

Commissioner Ocelli expressed support for the plan, but noted that while walkability is an appealing concept, it can be challenging for residents who do not live within walking distance of either area, particularly when parking is limited for those who must drive.

- Planning Staff explained that the plans are intended to encourage developers to consider a broader perspective, potentially acquiring additional land to create nodes that improve connectivity and provide more options within a development, supporting a more walkable approach.

Commissioner Kuberski stated that his primary concern is traffic and expressed a desire for improved solutions to make the areas more walkable. He also inquired about data regarding occupancy rates, noting that there appears to be low demand. While he supports the idea of the plans, he emphasized that addressing traffic will require allowing the infrastructure to catch up.

- Planning Staff emphasized that the Town cannot stop development. The plans provide key frameworks and outline how goals can be achieved through the implementation process. They also offer details on which entities need to be involved, and the steps required to make the vision reality.

Commissioner Cadet stated that the policy and framework are missing key components and emphasized the importance of including guidelines to help developers move forward.

- Planning Staff explained that the plans focus on identifying specific enhancements and improvements to address key issues, rather than designing developments for the developers. They outline recommended steps to move forward and create a framework to keep conversations ongoing. Wesley added that the plans also provide the legal authority to require these improvements.

Commissioner Skinner expressed appreciation for the vision outlined in the plans and stated that he looks forward to seeing it come to life.

Chairman Trees noted that the plans provide a strong starting point and a clear vision.

Motion to approve the agenda item as presented.

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

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

NAY: Alternate Commissioner Deb Cadet

5 - 1 Passed

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

The meeting was adjourned at 7:08pm.

August 3, 2025

To the leadership and fellow citizens of Little Elm, Texas:

My name is Marce E. Ward. I am a proud Little Elm resident and support my community through volunteerism by serving on the Economic Development Corporation Board. In an effort to look to the future in a responsible, thoughtful, and meaningful way, our Town leadership initiated both the Lake Front District Area Plan, and the 380 Corridor Plan. These plans provide a clear roadmap for best land use and capital improvements for our town over the next fifteen years. City staff appointed advisory committees, and it was my honor to serve on the Lake Front District Plan Committee. Throughout the process, we had several joint meetings where both committees were updated of all progress for both the Lake Front and the 380 Corridor.

I was honored to be a small part of the process and endorse the plans presented for approval. I believe these plans will serve the leadership and citizens of Little Elm well and provide continuity over the next fifteen years as our town moves forward striving to maximize our potential while continuing to create a very special Little Elm, Texas.

Sincerely,

Marce E. Ward



TOWN OF LITTLE ELM PLANNING & ZONING COMMISSION

08/21/2025

OVERVIEW

Project	CONVEYANCE PLAT/ Bates Towne Crossing (CP-25-003075)
P&Z Hearing	08/21/2025
Council Hearing	N/A
Size	22.383 acres
Current Zoning	Planned Development (Light Commercial Base)
Proposed Use	Planned Development (Light Commercial Base)
Existing Use	Vacant
Future Land Use Plan Designation	Retail/Commercial
Applicant	Daniel Stewart, D.E.C.
Owner	Bates Town Crossing, LLC
Strategic Goal	

Agenda Item

CONVEYANCE PLAT/ Bates Towne Crossing (CP-25-003075). Presentation, discussion and consideration on a request for approval of a Conveyance Plat for Bates Towne Crossing, establishing lot lines for conveyance, on approximately 22.383 acres, generally located at the corner of US HWY 380 and Spiritas Parkway within Little Elm's town limits, within Little Elm's town limits.

- Presentation
- Discussion
- Consideration

Location

Generally located at the corner of US HWY 380 and Ryan Spiritas Parkway within Little Elm's town limits.

Planning Analysis

This is a Conveyance Plat for Bates Towne Crossing, which is currently zoned as a Planned Development under Ordinance 1780. The plat establishes the lot boundaries solely for the purpose of selling the property. No development may occur on the site until a Final Plat has been reviewed and approved.

Recommended Action

Staff requests that the Planning and Zoning Commission conditionally approves the conveyance plat with the following conditions:

- Adjust dim label.
- Fire lane easement may need to be revised based off Rev 3 review.
- Fire lane easement may need to be revised based off Rev 3 review.
- Why were the tables adjusted from before? Revert back to the previous format with table titles referring to which easement the line was for. The only changes should reflect what was called out in the previous submittal, the changes made to the D.E along US 380 that went from 15' to 20' and the additional Fire access easement.

Attachments

Location Map

Bates Towne Crossing
CP-25-003075
Aubrey, TX 76227

Town of Little Elm
Denton County, Tx
Date: 8/14/2025

Carmelian Rd

Copal Dr

Brightstone Dr

Astapor Dr

Hillstone
Pointe Blvd

Hiddenite Rd

FM 2931

E University Dr

Spiritas Ranch Rd

Britannia Blvd

Adelina Dr

Ashbrook St

Ryan Spiritas Pkwy

Classic Ave

Baxley St

Colette Rd



- Subject Property
- Parcels
- Town Limits

0 250 500
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.

Source: Town of Little Elm, NearMap,
Denton County Appraisal District



TOWN OF LITTLE ELM PLANNING & ZONING COMMISSION

08/21/2025

OVERVIEW

Project	FINAL PLAT/ Bates Towne Crossing (FP-25-002300)
P&Z Hearing	08/21/2025
Council Hearing	N/A
Size	22.383 acres
Current Zoning	Planned Development (Light Commercial Base)
Proposed Use	Planned Development (Light Commercial Base)
Existing Use	Vacant
Future Land Use Plan Designation	Retail/Commercial
Applicant	Daniel Stewart, D.E.C.
Owner	Bates Town Crossing, LLC
Strategic Goal	

Agenda Item

FINAL PLAT/Bates Towne Crossing (FP-25-002300). Presentation, discussion, and consideration of a request for a Final Plat consisting of 22.383 acres, generally located at the corner of US HWY 380 and Spiritas Parkway within Little Elm's town limits, in order to establish seven commercial lots, lot lines, and the easements necessary for development.

- Presentation
- Discuss
- Consideration

Location

Generally located at the corner of US HWY 380 and Ryan Spiritas Parkway within Little Elm's town limits.

Planning Analysis

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

The purpose of this document is to plat an approximately 22-acre parcel of land into seven commercial lots.

Recommended Action

Staff recommends the Planning and Zoning Commission extend the item to the September 4, 2025, regular Planning and Zoning Commission Meeting and to delegate approval and extension authority to the Director of Development Services.

Attachments

Location Map

Bates Towne Crossing
FP-25-002300
Aubrey, TX 76227

Town of Little Elm
Denton County, Tx

Date: 8/14/2025

Carmelian Rd

Copal Dr

Brightstone Dr

Astapor Dr

Hillstone
Pointe Blvd

Hiddenite Rd

FM 2931

E University Dr

Spiritas Ranch Rd

Adelina Dr

Ashbrook St

Britannia Blvd

Ryan Spiritas Pkwy

Classic Ave

Baxley St

Colette Rd

Backcountry Dr

Brookhurst Rd

Brooklawn Ave

Breeds Hill Rd



- Subject Property
- Parcels
- Town Limits

0 250 500
US Feet

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TOWN OF LITTLE ELM PLANNING & ZONING COMMISSION

08/21/2025

OVERVIEW

Project	PUBLIC HEARING/ Comprehensive Plan Amendment - FLUP
P&Z Hearing	08/21/2025
Council Hearing	September 16, 2025
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

PUBLIC HEARING/ Comprehensive Plan Amendment - FLUP. A proposed amendment to the Town of Little Elm Comprehensive Plan Future Lane Use Map (FLUP), revising certain designations in order to align with the recently approved zoning change (PD-24-00456), and correcting certain designation on the west side of Town.

- Presentation
- Open Public Hearing
- Public Hearing
- Close Public Hearing
- Discussion
- Recommendation

Location

The FLUP amendment will correct the land use designations on the west side of Town along the intersection of West Eldorado and Oak Grove Parkway.

Planning Analysis

In July 2025, the Town Council took action to ensure the Town's long-range planning documents reflect recent development approvals. Through Ordinance 1808, the Council approved a Planned development that does not align with the current Future Land Use Plan (FLUP) for the subject property.

Previously, the eastern portion of the property was identified in the FLUP as "Neighborhood", with a density of 3-6 dwelling units per acre, and the Planned Development allowed the density of 6-10 dwelling units per acre, which is a "Mixed-Residential" designation. In order to align the FLUP with what was approved, the designation for that area must be amended. This update helps maintain consistency between the Town's vision for growth and the specific projects moving forward in the community.

Recommended Action

Planned Development Ordinance No. 1808 was approved with the condition that a Development Agreement be executed, which has still not come to fruition. Therefore, the zoning is not official at this time.

Staff recommends withdrawing the FLUP Amendment request. However, since the public notice for the FLUP amendment had already been posted, a public hearing must still take place.
