

**AGENDA
TOWN OF FLOWER MOUND
PLANNING AND ZONING COMMISSION MEETING**

APRIL 12, 2021

**FLOWER MOUND TOWN HALL
2121 CROSS TIMBER ROAD
FLOWER MOUND, TEXAS**

.....
AN AGENDA INFORMATION PACKET IS AVAILABLE ONLINE AT www.flower-mound.com/AgendaCenter
.....

There will be limited seating in Jody Smith Hall to allow for social distancing.

Meeting participants may be asked to wait in the lobby until their name is called.

Comments regarding any item on this agenda can be sent to the Planning & Zoning Commission by emailing pz@flower-mound.com.

A. **CALL MEETING TO ORDER 6:30 P.M.** *(or immediately following the Capital Improvement Advisory Committee Meeting)*

B. **PUBLIC COMMENT**

The purpose of this item is to allow the public an opportunity to address the Commission on issues that are not indicated as a "Public Hearing" on this agenda. Issues regarding daily operational or administrative matters should first be dealt with by calling Town Hall at 972-874-6000 during business hours.

Please state your name and address when speaking. Speakers are limited to 3 minutes. A tone will sound when 30 seconds are left and when time has expired.

C. **FUTURE AGENDA ITEMS**

The purpose of this item is to allow the Chair and members of the Commission an opportunity to bring forward items they wish to discuss at a future meeting, with the understanding a consensus of the Commission is needed in order for that item to be placed on a future agenda and in accordance with the Town Council Agenda Setting Policy (Ord. 65-15).

D. **DIRECTOR'S REPORT**

1. Development Map Feedback
2. Trails and Bikeways Master Plan

E. CONSENT ITEMS

This part of the agenda consists of non-controversial or “housekeeping” items required by law. Items may be removed from Consent by any Commissioner by making such request prior to a motion and vote.

1. Minutes of March 22, 2021: Consider approval of the minutes of the March 22, 2021, Planning and Zoning Commission Regular Session.

F. REGULAR ITEMS

This part of the agenda consists of discretionary items either relating to zoning or a requested variation from the Town’s development standards. If a public hearing is required, it will be noted next to the item on the agenda. Typically, the Planning & Zoning Commission will make a recommendation to Town Council on these types of projects.

2. *SUP21-0002 – 4408 Glen Oaks Drive Accessory Dwelling SUP-468 Public Hearing*

Public Hearing to consider an ordinance granting Specific Use Permit No. 468 (SUP21-0002 – 4408 Glen Oaks Drive Accessory Dwelling) to permit an accessory dwelling. The property is generally located north of Cross Timbers Road and east of Glen Oaks Drive.

G. ADJOURNMENT – REGULAR SESSION

I do hereby certify that the Notice of Meeting was posted on the bulletin board in Town Hall of the Town of Flower Mound, Texas, a place convenient and readily accessible to the general public at all times, on the following date and time: April 8, 2021, at 2:00 p.m., at least 72 hours prior to the scheduled time of said meeting.

LauriAnn Cash, Executive Assistant

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

The Flower Mound Town Hall and Jody Smith Hall are wheelchair accessible. Requests for accommodations or interpretive services must be made at least 48 hours prior to this meeting by contacting Planning Services at 972-874-6350.
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PLANNING AND ZONING COMMISSION

AGENDA ITEM NO: 1

CONSENT ITEM

DATE: April 12, 2021

FROM: LauriAnn Cash, Development Services Executive Assistant

ITEM: Consider approval of the minutes of the March 22, 2021, Planning and Zoning Commission Regular Session.

I. BACKGROUND INFORMATION

The Planning and Zoning Commission held a regular meeting on March 22, 2021.

II. ATTACHMENTS

1. Draft Minutes

THE FLOWER MOUND PLANNING & ZONING COMMISSION MEETING HELD ON THE 22ND DAY OF MARCH 2021, VIA VIRTUAL MEETING (VIDEO CONFERENCE), DUE TO THE COVID-19 PANDEMIC, IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS, AT 8:02 PM

The Planning & Zoning Commission met in a regular session via video conference with the following members present:

Brad Ruthrauff	Chair
Robert Rawson	Vice-Chair
Adam Schiestel	Commissioner, Place 2
James Naylor	Commissioner, Place 4
Donald Gilmore	Commissioner, Place 6
Tim Fink	Commissioner, Place 7
Robert Cox	Commissioner, Place 8
Janvier Werner	Commissioner, Place 9

Constituting a quorum with the following members absent:

Philip Del Vecchio	Commissioner, Place 5
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(Places 8 and 9 of the Commission do not vote on items unless they sit in place of one of the regular members, Places 1-7.)

And the following members of Town staff present:

Bryn Meredith	Town Attorney
Lexin Murphy	Director of Planning Services
Robert Pegg	Assistant Director of Engineering
Chuck Russell	Principal Planner
Poornima Kashyap	Principal Planner
Claire Barnes	Planner
LauriAnn Cash	Executive Assistant

A. CALL REGULAR SESSION TO ORDER: 8:02 P.M.

B. PUBLIC COMMENT

None

C. FUTURE AGENDA ITEMS

None

D. DIRECTOR'S REPORT

1. Land Development Regulation Updates
2. Coordination of Calendars

E. CONSENT ITEMS

- 1. Consider approval of the minutes of the March 8, 2021, Planning and Zoning Commission Regular Session.**

Commission Deliberation

Vice-Chair Rawson moved to approve Consent Items 1 as presented. Commissioner Schiestel seconded the motion.

VOTE ON THE MOTION

AYES: Fink, Gilmore, Rawson, Naylor, Schiestel, Cox

NAYS: None

The motion to approve passed by a vote of 6 to 0.

At 8:12 P.M., the Planning and Zoning Commission convened into closed session pursuant to Section 551.071 of the Texas Government Code, the right to consult in closed session with its attorney and to receive legal advice regarding any item listed on the March 22, 2021 agenda.

At 8:37 P.M., the Planning and Zoning Commission reconvened into regular session.

F. NON-DISCRETIONARY ITEMS

- 2. Consider a request for a replat (RP20-0009 – Unified Addition Lot 1R-A, Block A) to combine two lots to create one non-residential lot. The property is generally located south of Justin Road and west of Meadow View.**

Staff Presentation

Claire Barnes, Planner

Applicant Presentation

Rob Pruett, Advantage Storage; present for questions, no presentation
Rick Jones, LandDev Engineers; present for question, no presentation

Commission Deliberation

Vice-Chair Rawson moved to approve RP20-0009 as presented. Commissioner Schiestel seconded the motion.

VOTE ON THE MOTION

AYES: Schiestel, Naylor, Rawson, Gilmore, Fink, Cox

NAYS: None

The motion to approve passed by a vote of 6 to 0.

- 3. Consider a request for a Site Plan (SP20-0025 – Justin Road Storage Center) to develop a new building and redevelop an existing building as part of an existing**

miniwarehouse development. The property is generally located south of Justin Road and west of Meadow View.

Staff Presentation

Claire Barnes, Planner

Applicant Presentation

Rob Pruett, Advantage Storage; present for questions, no presentation
Rick Jones, LandDev Engineers; present for question, no presentation

Commission Deliberation

Vice-Chair Rawson moved to approve SP20-0025 as presented. Commissioner Schiestel seconded the motion.

VOTE ON THE MOTION

AYES: Schiestel, Naylor, Rawson, Gilmore, Fink, Cox

NAYS: None

The motion to approve passed by a vote of 6 to 0.

- 4. Consider a request for a Comprehensive Site Plan (SP19-0022 – Silveron Corners) to develop non-residential uses in accordance with Section III.A. of Planned Development District No. 31 for Campus Commercial District uses. The property is generally located north of International Parkway and east of Silveron Boulevard.**

Staff Presentation

Chuck Russell, Principal Planner

Applicant Presentation

Art Anderson, Winstead PC

Commission Deliberation

Vice-Chair Rawson moved to approve SP19-0022 as presented. Commissioner Schiestel seconded the motion.

VOTE ON THE MOTION

AYES: Cox, Fink, Gilmore, Rawson, Naylor, Schiestel

NAYS: None

The motion to approve passed by a vote of 6 to 0.

G. REGULAR ITEMS

5. **Public Hearing to consider an ordinance for rezoning (ZPD20-0006 – Lakeside Crossing) to amend Planned Development No. 153 (PD-153) with both residential and non-residential uses to modify approved development standards related to the phasing of this development. The property is generally located south of Lakeside Parkway along and between Long Prairie Road and Northwood Drive.**

Staff Presentation

Poornima Kashyap, Principal Planner

Applicant Presentation

Tim Nystrom, Newstream Corporation
Troy Lewis, Newstream Construction
Scott Minnis, McAdams

Spoke In Favor:

None

Spoke In Opposition:

None

Commission Deliberation

Commissioner Cox moved to recommend approval ZPD20-0006 with a modification to the intermediate phase to require the applicant to begin the installation of landscape, hardscape, and lighting within Lot 8x, Block A, and the trails including lighting along Lot 8x, Block A prior to the issuance of a building permit for the next building within this development and to complete installation of the above mentioned improvements prior to the issuance of a Certificate of Occupants to the same building. Vice-Chair Rawson seconded the motion.

VOTE ON THE MOTION

AYES: Rawson, Cox

NAYS: Fink, Naylor, Schiestel

ABSTAIN: Gilmore

The motion to recommend approval failed by a vote of 2-3-1.

Commissioner Schiestel moved to recommend approval ZPD20-0006 with modification to the draft ordinance to allow issuance of a Certificate of Occupancy to the first building upon completion of Phase 1 improvements as listed in the draft ordinance; to allow issuance of a Certificate of Occupancy to the second building upon completion of landscape, hardscape, and lighting improvements within Lot 8x, Block A; and to allow issuance of a Certificate of Occupancy to the third building upon completion of installation of trails including lighting along Lot 8x, Block A. Commissioner Naylor seconded the motion.

VOTE ON THE MOTION

AYES: Schiestel, Naylor, Gilmore, Fink

NAYS: Cox, Rawson

The motion to recommend approval passed by a vote of 4-2.

H. ADJOURNMENT – REGULAR SESSION 10:42 P.M.

TOWN OF FLOWER MOUND, TEXAS

Lexin Murphy, Director of Planning Services

ATTEST:

LauriAnn Cash, Executive Assistant



PLANNING AND ZONING COMMISSION

AGENDA ITEM NO: 2

REGULAR ITEM

DATE: April 12, 2021

FROM: Claire Barnes, Planner

ITEM: **Public Hearing to consider an ordinance granting Specific Use Permit No. 468 (SUP21-0002– 4408 Glen Oaks Drive Accessory Dwelling) to permit an accessory dwelling. The property is generally located north of Cross Timbers Road and east of Glen Oaks Drive.**

I. ITEM SUMMARY

This application has been reviewed by DRC and determined to be ready for consideration by the Planning and Zoning Commission.

This application will require final action by the Town Council.

II. APPLICATION ANALYSIS

The purpose of this application is to request approval of a Specific Use Permit (SUP-468) to allow for a 1,119-square-foot accessory dwelling on a two-acre lot currently zoned Agricultural District (A) and located within the Cross Timbers Conservation Development District. Section 98-273 of the Land Development Regulations requires Town Council approval of a Specific Use Permit for an accessory dwelling within the A zoning district. The applicant plans to develop a 4,429-square-foot (habitable area) main dwelling on the existing lot. The accessory dwelling will be roughly 1,119 square feet of habitable floor area, which is approximately 25.3 percent of the main structure, and the lot coverage for the property is approximately 11 percent. Colors used will match and/or complement the main dwelling. In addition, the accessory dwelling will be located at least 25 feet from all property lines and at least 10 feet back from the rear wall of the main dwelling, in compliance with setback requirements.

Section 98-983 of the Code of Ordinances contains additional provisions for the construction and occupancy of accessory dwellings (see below). Seven of the nine regulations are addressed with this proposal. The remaining two provisions prohibit the accessory dwelling from being used as a rental property and require the accessory building to be served by the same utility meters as the existing primary dwelling; these will be addressed during the building permit review phase.

Sec. 98-983. - Accessory dwelling.

The issuance of permits for construction and occupancy of an accessory dwelling shall be subject to compliance with the following conditions:

- (1) The accessory dwelling shall be located on the same lot/tract as the existing primary dwelling and located in a separate structure.
- (2) An accessory dwelling shall not be located on any lot/tract of less than two acres.
- (3) No more than one accessory dwelling per tract or lot shall be allowed.
- (4) Accessory dwellings shall not be used as rental units.
- (5) The accessory dwelling shall be serviced by the same utility meter as the primary dwelling, and the building materials and architecture will be similar to or in concert with the primary dwelling.
- (6) The habitable floor area of the accessory dwelling shall not exceed 50 percent of the habitable floor area of the primary dwelling. The maximum habitable floor area shall not exceed 2,000 square feet.
- (7) An accessory dwelling shall conform to the same side and rear yard setbacks as provided for the primary dwelling in the zoning district in which it is located.
- (8) The front building line for an accessory dwelling shall be behind the primary structure at a point not closer than ten feet from the rear wall line of the primary dwelling.
- (9) In no case shall the combined area of the primary dwelling, accessory dwelling and/or other accessory buildings exceed the maximum percentage of lot coverage allowed for the zoning district in which the structures are located.

III. CORRESPONDENCE

The Town Code requires both public notice in a newspaper of general circulation (Denton Record Chronicle) and notification of the property owners within 200 feet of the subject property for all zoning application requests. SUP21-0002 had a total of 6 Property Owner Notifications mailed. At the time this report was written, staff had not received any correspondence regarding this item.

IV. ATTACHMENTS

A. Background Information

1. Vicinity Map
2. Letter of Intent

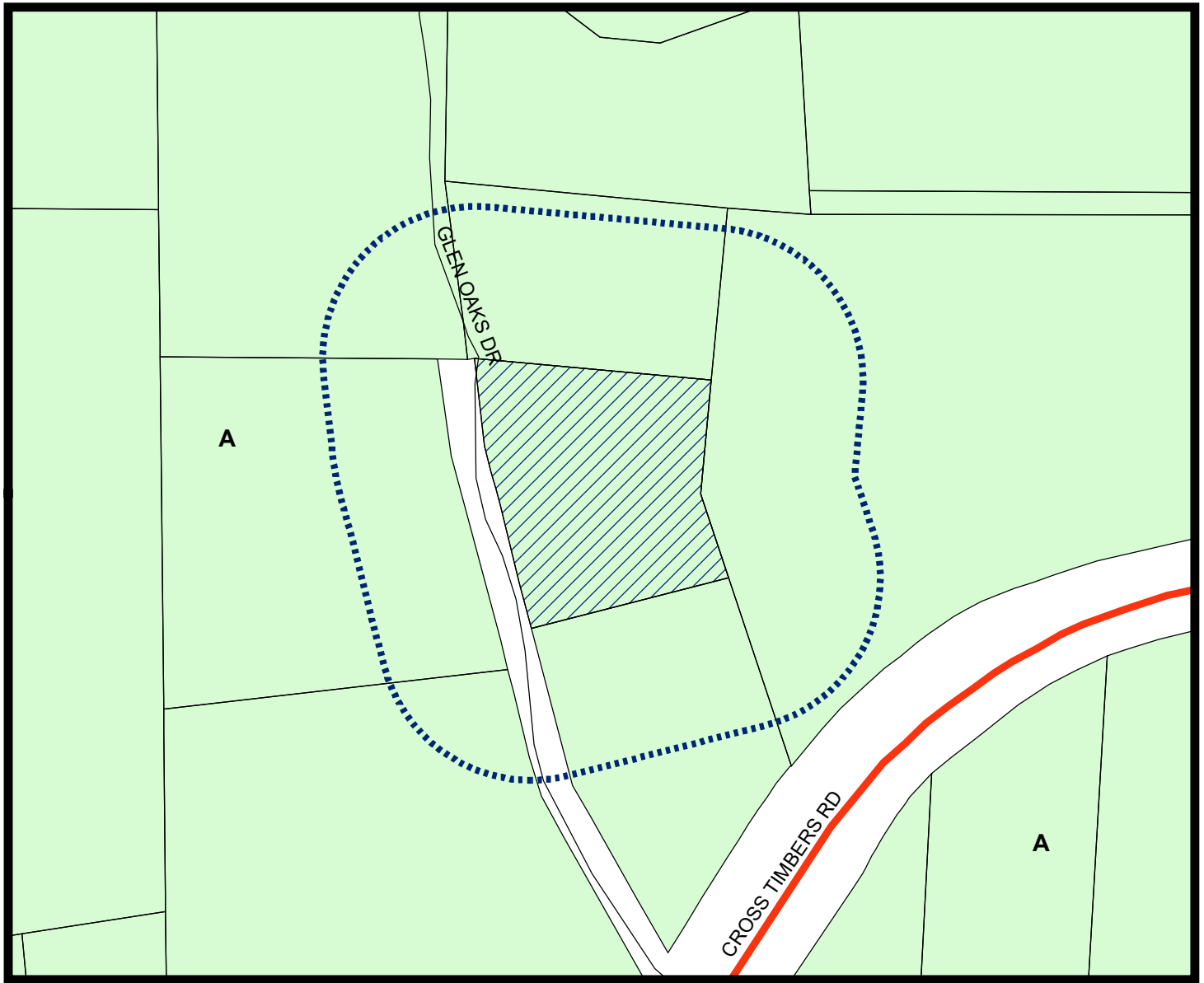
B. Application Details

1. Accessory Dwelling Package



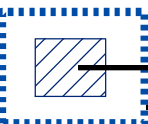
Vicinity Map

Reference Project: SUP21-0002



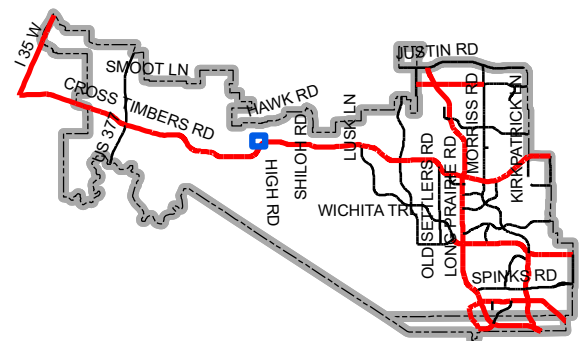
LEGEND

 Agriculture

 Subject Property
 200 ft Notification Buffer around Property



0 155 310 620
 Feet



Map Location

Johnson Family

4408 Glen Oaks Dr
Flower Mound TX
214-557-4094

Town of Flower Mound
Planning Department

February 12, 2021

Dear Sir/Madam,

This letter is to act as the letter of intent for the SUP.

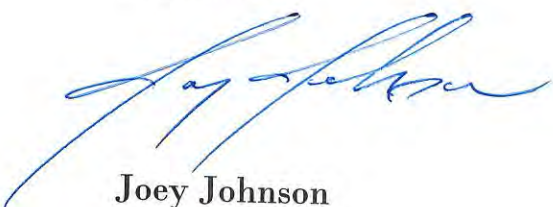
My mother and father-in-law are not able to take care of themselves and/or a house anymore. We have decided to buy a piece of land and build a house for our family and a cottage for them to live in. They will not pay rent nor will there ever be renters in this cottage. It is simply our intent to help them keep up with whatever they need while they are still with us. My father-in-law has severe diabetes and cannot walk by himself; he is a large man and my mother-in-law is a small women so they need us to be close so we can help when he falls or needs help getting in and out of the car to go to the doctor.

The property is located at 4408 Glen Oaks Dr Flower Mound TX, is Zoned A (Agriculture) and is just over 2 acres in size. The original plat for this subdivision was prior to 1993, I mention this because Jimmy the Town Arborist told me that this was an important date with regards to how a property is looked at.

We are requesting the SUP because the Zoning District that we are in (A- Agriculture) requires an SUP for approval for an accessory dwelling.

The accessory dwelling will be constructed of materials in concert with the main house. The main house is primarily board and batten with stone and cedar accents with a black shingle roof and metal roof accents. The accessory dwelling will have board and batten to be in concert with the architectural theme of the primary house and will have the same black shingle roof with metal roof accents at the porch's and windows. The windows of the accessory building will also be the same as the primary building.

Respectfully,



Joey Johnson
Property Owner



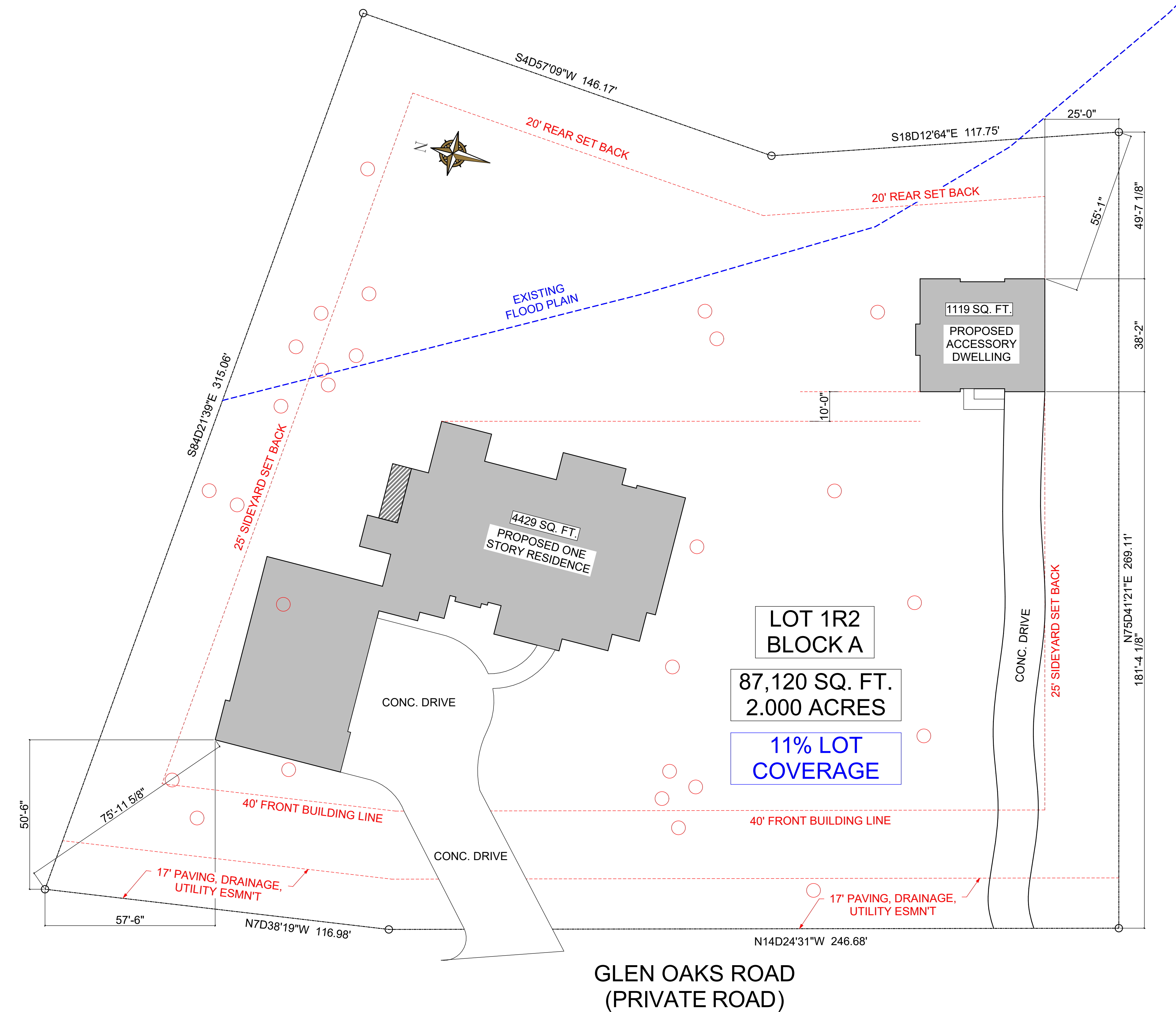
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311 S. Oak St.
RoanokeTX 76262
817-674-7020
www.buchanandesignstudio.com

Drawings and Specifications as instruments of service are and shall remain the property of the Buchanan Design Studio. This plan is to be used only for the lot and subdivision indicated on this plan, except by agreement in writing and appropriate compensation to Buchanan Design Studio.

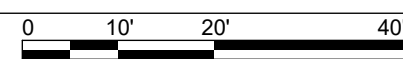
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1 Site Plan
A002 SCALE: 1" = 20'



Johnson Residence
4408 Glen Oaks Road
Mound TX 75022

Revisions

Survey

A002

Printed: 3/7/2021

PRELIMINARY
NOT FOR CONSTRUCTION

Drawings and Specifications as instruments of service are and shall remain the property of the Buchanan Design Studio. This plan is to be used only for the lot and subdivision indicated on this plan, except by agreement in writing and appropriate compensation to Buchanan Design Studio.

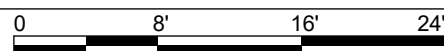
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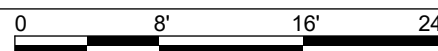
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SCALE: 3/32" = 1'-0'



SCALE: 3/32" = 1'-0"



Exterior Finishes:

- 1- Board and Batten- White Hardi-board or similar (Typical)**
- 2. Roofing-**
 - A. Shingles- Black Architectural raised asphalt shingles**
 - B. Metal Roof- Black standing seam roof at Porch and above windows.**
- 3. Windows- Black framed vinyl windows**
- 4. Garage Door- Black painted architectural garage door**
- 5. Front door- Black wood door with lites.**



PRELIMINARY
NOT FOR CONSTRUCTION

Johnson Residence
Glen Oaks Flower Mound
TX XXXXX

Revisions

3D VIEWS 1 - GS

3D



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2
3D

REAR ELEVATION - GUEST

SCALE: 3/32" = 1'-0"

0 8' 16' 24'



1
3D

FRONT ELEVATION - GUEST

SCALE: 3/32" = 1'-0"

0 8' 16' 24'



3
3D

LEFT ELEVATION - GUEST

SCALE: 3/32" = 1'-0"

0 8' 16' 24'

Johnson Residence
Glen Oaks Flower Mound
TX XXXXX

Revisions

PRELIMINARY
NOT FOR CONSTRUCTION

3D VIEWS 1 - GS

3D



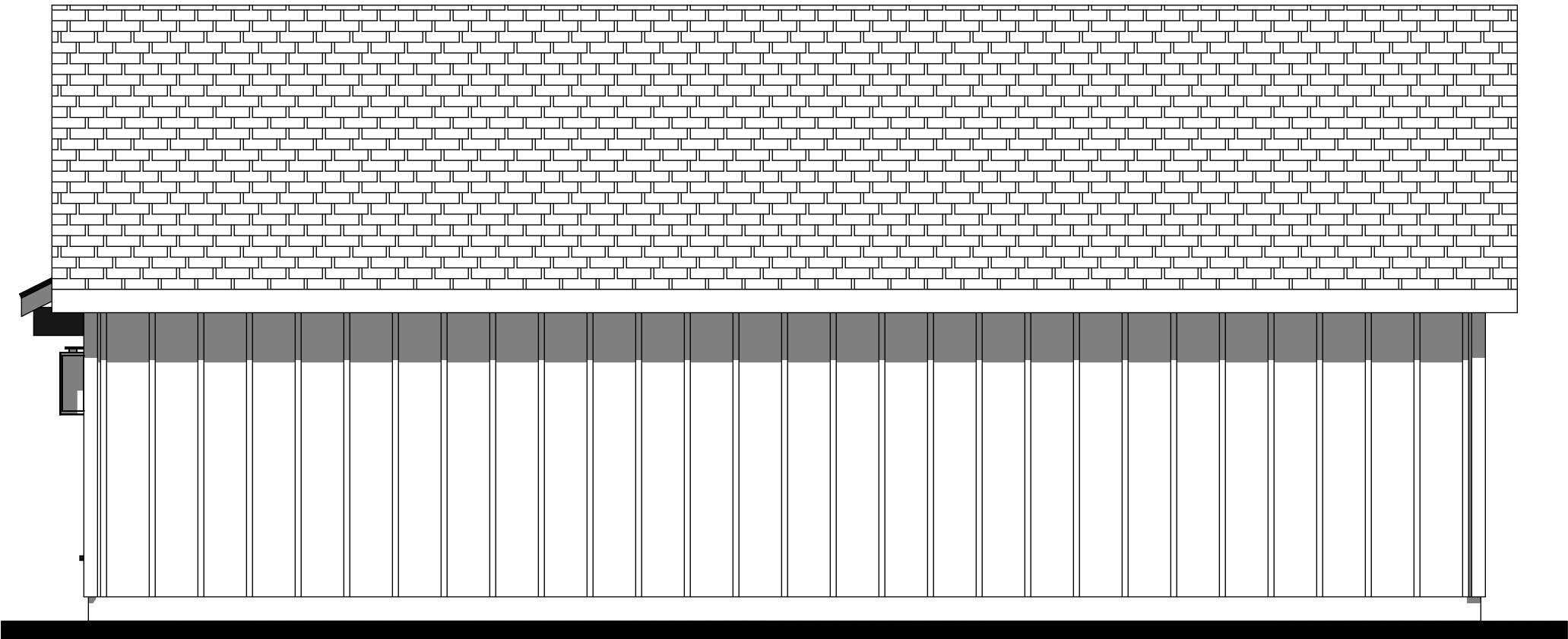
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2 Right Elevation (Guest)
A201 SCALE: 1/4" = 1'-0"



1 Front Elevation (Guest)
A201 SCALE: 1/4" = 1'-0"



3 Rear Elevation (Guest)
A201 SCALE: 1/4" = 1'-0"



4 Left Elevation (Guest)
A201 SCALE: 1/4" = 1'-0"

Johnson Residence
Glen Oaks Flower Mound
TX XXXXX

Revisions

Color Elevations - Guest
House

A201

PRELIMINARY
NOT FOR CONSTRUCTION