

Planning & Zoning Commission



February 10, 2025
Town Hall
2121 Cross Timbers Road
Flower Mound, TX 75028

6:30 p.m.

Comments regarding any agenda item can be sent to the Planning Department at planning@flowermound.gov or by calling 972.874.6350 and leaving a message.

AGENDA

A. CALL TO ORDER

B. INVOCATION

C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

D. PUBLIC COMMENT

The purpose of this item is to allow the public an opportunity to address the Board/Commission regarding any item on this agenda that is not a "Public Hearing." Issues regarding daily operational or administrative matters should first be dealt with by calling Town Hall at 972- 874-6000 during business hours. To speak to the Board/Commission during public comment, please fill out a comment form, which is located in the lobby of Town Hall.

In accordance with the Texas Open Meetings Act, the Board/Commission is restricted from discussing or acting on items not listed on the agenda.

- Speakers are limited to 3 minutes; a tone will sound at 30 seconds left and when time has expired, and times may be adjusted by the Chair depending on the number of speakers.
- Speakers must address their comments to the Board/Commission.
- Please state your name and address when speaking.

E. COORDINATION OF CALENDARS

1. Monday, February 24, 2025
2. Monday, March 10, 2025 (LISD & AISD Spring Break)

F. FUTURE AGENDA ITEM(S)

The purpose of this item is to allow the members an opportunity to bring forward items they wish to discuss at a future meeting.

G. STAFF/DIRECTOR REPORT

1. Blue Ribbon Bond Committee Update

H. CONSENT ITEM(S)

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 January 13, 2025 - Consider approval of the minutes from January 13, 2025.

I. REGULAR ITEM(S)

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 in the item caption on the agenda. Typically, the Planning & Zoning Commission will make a recommendation to Town Council on these types of projects.

1. SUP24-0006 – Scrivner Ranch Helistop - Public Hearing to consider an ordinance granting Specific Use Permit No. 495 (SUP24-0006 – Scrivner Ranch Helistop) to permit a helistop. The property is generally located south of Cross Timbers Road and west of Belle Drive. (The Planning and Zoning Commission moved to table this item to the February 10, 2025, meeting by a vote of 4 to 3 at its January 13, 2025, meeting)

J. ADJOURN

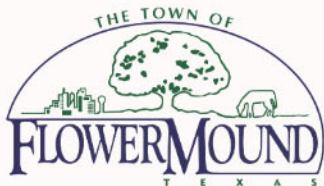
Pursuant to Section 551.071 of the Texas Government Code, the Planning and Zoning Commission reserves the right to consult in closed session with its attorney and to receive legal advice regarding any item listed on this agenda.

I do hereby certify that the Notice of Meeting was posted on the bulletin board at the Town Hall for the Town of Flower Mound, Texas, in a place convenient and readily accessible to the general public at all times and said Notice was also posted on the Town's website in accordance with GC Section 551.056 on the following date and time: February 6, 2025, at 3:45 p.m., at least 72 hours prior to the scheduled time of said meeting.

LauriAnn Cash, Staff Liaison

The Flower Mound Town Hall and Jody Smith Hall are wheelchair accessible. Requests for accommodation or interpretive services must be made 48 hours prior to this meeting by contacting Town Hall at 972.874.6000. Additional time limits will be provided for members of the public that need to address the Town Council through a translator.

Planning & Zoning Commission



January 13, 2025
Town Hall
2121 Cross Timbers Road
Flower Mound, TX 75028

6:30 p.m.

DRAFT MINUTES

A. CALL TO ORDER

Chair Gilmore called the regular meeting to order at 6:34 p.m. with the following members present:

Donald Gilmore, Place 6, Chair
Gregory Schultz, Place 1
Jason Hobbs, Place 2
Todd Bayuk, Place 3
Ryan Geddie, Place 4
Scott Langley, Place 5
Scott Jostes, Place 7
Michelle Jackson, Place 8 Alternate
Clare Harris, Place 9 Alternate

with the following member(s) absent:
None

constituting a quorum with the following members of the Town Staff participating:

Rachel Raggio, Town Attorney
Poornima Kashyap, Planning Manager
Bob Pegg, Assistant Director of Engineering
Chuck Russell, Principal Planner
Codie Freeman, Planner
LauriAnn Cash, Executive Assistant

B. INVOCATION

C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

D. PUBLIC COMMENT

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- Speakers are limited to 3 minutes; a tone will sound at 30 seconds left and when time has expired, and times may be adjusted by the Chair depending on the number of speakers.
- *Donated time can be used for posted agenda items only and speakers are limited to a total of 9 minutes.*
- Speakers must address their comments to the Board/Commission.
- Please state your name and address when speaking.

Names listed below don't necessarily reflect the order in which each person spoke and all addresses are located in Flower Mound unless otherwise indicated.

Speaker name and address	Subject (as written on the form)
None	

** Indicates person did not wish to speak*

E. COORDINATION OF CALENDARS

1. Monday, January 27, 2025
2. Monday, February 10, 2025

F. FUTURE AGENDA ITEM(S)

The purpose of this item is to allow the members an opportunity to bring forward items they wish to discuss at a future meeting.

None

G. STAFF/DIRECTOR REPORT

1. Training Opportunity

H. CONSENT ITEM(S)

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 December 9, 2024 - Consider approval of the minutes from December 9, 2024.

ACTION: Commissioner Bayuk moved to approve H.1. as presented in the agenda caption. Commissioner Schultz seconded the motion.

AYES: Schultz, Hobbs, Bayuk, Geddie, Langley, Jostes

NAYS: None

RESULT: 6 : 0

I. NON-DISCRETIONARY ITEM(S)

This part of the agenda consists of items that are in compliance with all applicable development standards; are not requesting waivers, exceptions, or deviations, and do not require a Public Hearing.

1. SP24-0016 - Lakeside Parkway Flex Warehouse & Office - Consider a request for a Site Plan (SP24-0016 – Lakeside Parkway Flex Warehouse & Office) to develop an office-showroom warehouse facility. The property is generally located northeast of Lakeside Parkway and Gerault Road.

STAFF PRESENTATION:

Codie Freeman, Planner

APPLICANT PRESENTATION:

Lindsey Mayer, Dynamic Engineering; present for questions, no presentation

Ruben Garza, Dynamic Engineering; present for questions, no presentation

ACTION: Vice-Chair Hobbs moved to approve I.1. as presented in the agenda caption. Commissioner Langley seconded the motion.

AYES: Schultz, Hobbs, Bayuk, Geddie, Langley, Jostes

NAYS: None

RESULT: 6 : 0

J. REGULAR ITEM(S)

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 in the item caption on the agenda. Typically, the Planning & Zoning Commission will make a recommendation to Town Council on these types of projects.

1. SUP24-0006 - Scrivner Ranch Helistop - Public Hearing to consider an ordinance granting Specific Use Permit No. 495 (SUP24-0006 – Scrivner Ranch Helistop) to permit a helistop. The property is generally located south of Cross Timbers Road and west of Belle Drive.

STAFF PRESENTATION:

Chuck Russell, Principal Planner

APPLICANT PRESENTATION:

Ken Frisby, Frisby Fine Homes

Names listed below don't necessarily reflect the order in which each person spoke and all addresses are located in Flower Mound unless otherwise indicated.

	SUPPORT	OPPOSITION	QUESTIONS OR COMMENTS ONLY
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1.		Marsha Gavitt, 6501 Meadowcrest Ln.	
2.		Carl Thunem, 4016 Raintree Dr.	
3.		Ed Pete, 6901 Raintree Dr.	
4.		John Kurilecz, 7705 Emerson Ln.	
5.		Suellyn Martin, 6604 Oakview Dr.	
6.		Nancy Procter, 3414 Ridgecrest Dr.	
7.		Charles Horton, 2701 Lake Flower Dr.	
8.		Adam Althouse, 6610 Raintree Pl.	
9.		*Gabrielle Schweikart, 3915 Raintree Dr.	
10.		*Scott Kulle, 7008 Raintree Pl.	
11.		*Dian Olson, 6708 Raintree Pl.	
12.		*Carrie Hicks, 6700 Raintree Pl.	
13.		*Paul Hicks, 6700 Raintree Pl.	

14.		*Corwin Snow, 3822 Raintree Dr.	
15.		*Abigayle Farrier, 6604 Sunset Trl.	
16.		*Jeannie Claggett Farrier, 6604 Sunset Trl.	
17.		*Katherine Grote, 165 Double Oaks Dr., Double Oak	
18.		*Pascal Mike Aghyarian, 4305 Belle Dr.	
19.		*Caroline Aghyarian, 4305 Belle Dr.	
20.		*Joella Collier, 3920 Raintree Dr.	
21.		*Lucille Del Vecchio, 7003 Woodridge Dr.	
22.		*Philip Del Vecchio, 7003 Woodridge Dr.	
23.		*Sam Huniu, 3414 Ridgecrest Dr.	
24.		*Chris Torley, 6618 Raintree Pl.	
25.		*Kim Snow, 3822 Raintree Dr.	

** Indicates person did not wish to speak*

ACTION:

Jason Hobbs moved to table J.1. to February 10, 2025 at the request of the applicant. Commissioner Geddie seconded the motion.

AYES: Schultz, Hobbs, Geddie, Gilmore
NAYS: Bayuk, Langley, Jostes
RESULT: 4 : 3

K. ADJOURN

Chair Gilmore adjourned the meeting at 7:25 p.m.

TOWN OF FLOWER MOUND, TEXAS

DON GILMORE, CHAIR

ATTEST:

LAURIANN CASH, EXECUTIVE ASSISTANT



PLANNING & ZONING COMMISSION AGENDA I.1. REGULAR ITEM(S)

DATE: February 10, 2025
FROM: Chuck Russell, Principal Planner
ITEM: **Public Hearing to consider an ordinance granting Specific Use Permit No. 495 (SUP24-0006 – Scrivner Ranch Helistop) to permit a helistop. The property is generally located south of Cross Timbers Road and west of Belle Drive. (The Planning and Zoning Commission moved to table this item to the February 10, 2025, meeting by a vote of 4 to 3 at its January 13, 2025, meeting)**

BACKGROUND:

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.

(On January 13, 2025, the applicant requested P&Z table this item to the February 10, 2025, P&Z meeting to allow time to research and address concerns raised by the surrounding residents.)

II. APPLICATION ANALYSIS

The purpose of the application is to request approval of a Specific Use Permit (SUP 495) to permit a helistop to be constructed on the subject property. A helistop is defined in the Town Code as a landing pad for occasional and infrequent use by rotary wing aircraft not exceeding a gross weight of 6,000 pounds and not for regularly scheduled stops and subject to approval by the Town. The subject property is undeveloped, contains 7.74 acres and is located within an Agricultural (A) zoning district. A helistop is a permitted use within this zoning district subject to Town Council approval of an SUP.

The proposed helistop pad is 36-feet by 36-feet with a grass surface bordered by a 2-foot-wide concrete edge. The edge of the landing pad is approximately 125 feet south of Cross Timbers Road, 175 feet due west of the property line containing an open space lot within the Hillside of Flower Mound residential subdivision and approximately 200 feet northwest of the property line of a developed single-family lot within the Hillside of Flower Mound subdivision (Lot 2, Block A).

Helicopters approaching and departing the subject property will primarily be utilizing the “Flight Zone” as depicted on the attached conceptual site plan. The applicant has indicated the helistop will be utilized twice a month on average and will be operating on the pad for between two and three minutes.

The Town Code measures sound in terms of dB(A), or A-weighted decibels, which is a measurement of how loud a sound is perceived by the human ear. Section 34-181. - Noise Standards in the Town Code states the following:

(a) The following noise standards, unless otherwise specifically indicated, shall apply to all property with a designated land use district:

TABLE 34-1
LIMITING SOUND LEVELS FOR LAND USE DISTRICTS

Land Use District	Time of Day	Energy Equivalent Sound Levels (Leq)
Residential	10:00 p.m. to 7:00 a.m.	52 dB(A)
	7:00 a.m. to 10:00 p.m.	62 dB(A)
Office, retail	10:00 p.m. to 7:00 a.m.	62 dB(A)
Commercial	7:00 a.m. to 10:00 p.m.	67 dB(A)
Industrial	Anytime	70 dB(A)

(b) It shall be unlawful for any person at any location in the town to create any noise, or to allow the creation of any noise on property owned, leased, occupied or otherwise controlled by such person, which causes the noise level when measured on or beyond the boundaries of the property on which the noise is produced, or measured within any other residential dwelling unit or commercial space, to exceed:

- (1) The noise standard in any measurement period not less than 30 minutes.
- (2) The noise standard, plus 15 dB(A) in any one minute average of a measurement period.
- (3) The noise standard, plus 20 dB(A) at any time in a measurement period.

The applicant has indicated that the type of helicopter utilizing the helistop will typically be an Airbus AS350, and at other times it will be a Bell 407 model. While it's difficult to specify exactly how much sound will be generated by the helicopter as it sits on the landing pad, staff reviewed a study that indicated the Bell 407 model at takeoff generates 97.2 db(A) 100 feet away from the pad and 80.2 db(A) 400 feet away from the pad. This helicopter generates similar measurements when landing on the pad. The applicant indicated the Airbus model generates slightly lower numbers.

Since there is a high likelihood the sound generated at the pad will exceed the Residential Land Use noise standard, plus 20 dB(A) as measured at the property line with the adjacent residential uses, the applicant will have to apply for a "permit of variance" if the subject SUP is approved by Town Council. Section 34-154. - Permits of variance in the Town Code states:

The director is authorized to grant permits for relief of any provision in this article on the basis of undue hardship in cases where:

- (1) The sound source will be of short duration and the activity cannot be conducted in a manner as to comply with this article.
- (2) Additional time is necessary for the applicant to alter or modify their activity or operation to comply with this article.
- (3) No reasonable alternative is available to the applicant.
- (4) An automatic variance will be granted without the payment of permit fees for the purpose of conducting parades or other public events, provided that any noise disturbance created by such activity will be abated when such request is made by a town official authorized to enforce this article.
- (5) The town manager or designated representative may prescribe any reasonable conditions or requirements deemed necessary to minimize adverse effects and may suspend any permit issued for violating any provisions prescribed in the permit of variance.

Any applicant who has been denied a permit of variance or any permittee whose permit has been suspended shall have the right to a hearing before the Town Council.

III. PROPOSED SUP CONDITIONS

Staff is recommending the following conditions be included in the SUP ordinance, if the SUP is approved by Town Council:

1. Helicopters shall only touchdown on or lift-off from the area designated as the Touchdown and Lift-Off Area on the attached conceptual site plan.
2. The Touchdown and Lift-Off Area shall only be operational between the hours of 7:00 a.m. to 10:00 p.m. Monday through Sunday.

Please note that staff recommended the hours be further limited to match construction standard limitations when construction work is within 500 feet of a residence, which are 7:00 a.m. to 7:00 p.m. Monday through Friday and 9:00 a.m. to 5:00 p.m. Saturday and Sunday. The applicant stated they would prefer expanded hours and stated, "Although it may only be a few times annually that we would land outside of your proposed times, we must consider the unknowns associated with air traffic routing and delays that couldn't be planned to request a specific permit outside your hours of operation."

3. Helistop lighting shall be limited to nine flush green pad boundary lights designed for visual approach. These lights shall be low voltage solar driven LED lights activated by the pilot when needed.
4. There shall be no overnight storage of helicopters on the helistop.
5. There shall be no storage of fuel or equipment related to the helistop.
6. Upon approval of the subject SUP, the property owner shall make an application for a permit of variance in accordance with Section 34-154 of the Town Code, as amended.

BOARD REVIEW/CITIZEN FEEDBACK:

The Town Code requires both public notice in a newspaper of general circulation (Denton Record Chronicle) and notification of the property owners within 200ft of the subject property for all zoning application requests. SUP24-0006 had a total of 23 Property Owner Notifications mailed. At the time this report was written, staff had received 30 items of correspondence in opposition, and one petition received by the Town Secretary's Office with an additional 52 properties in opposition.

ALTERNATIVES: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: Rachel Raggio, of Taylor, Olson, Adkins, Sralla, & Elam L.L.P., will review the ordinance as to form and legality.

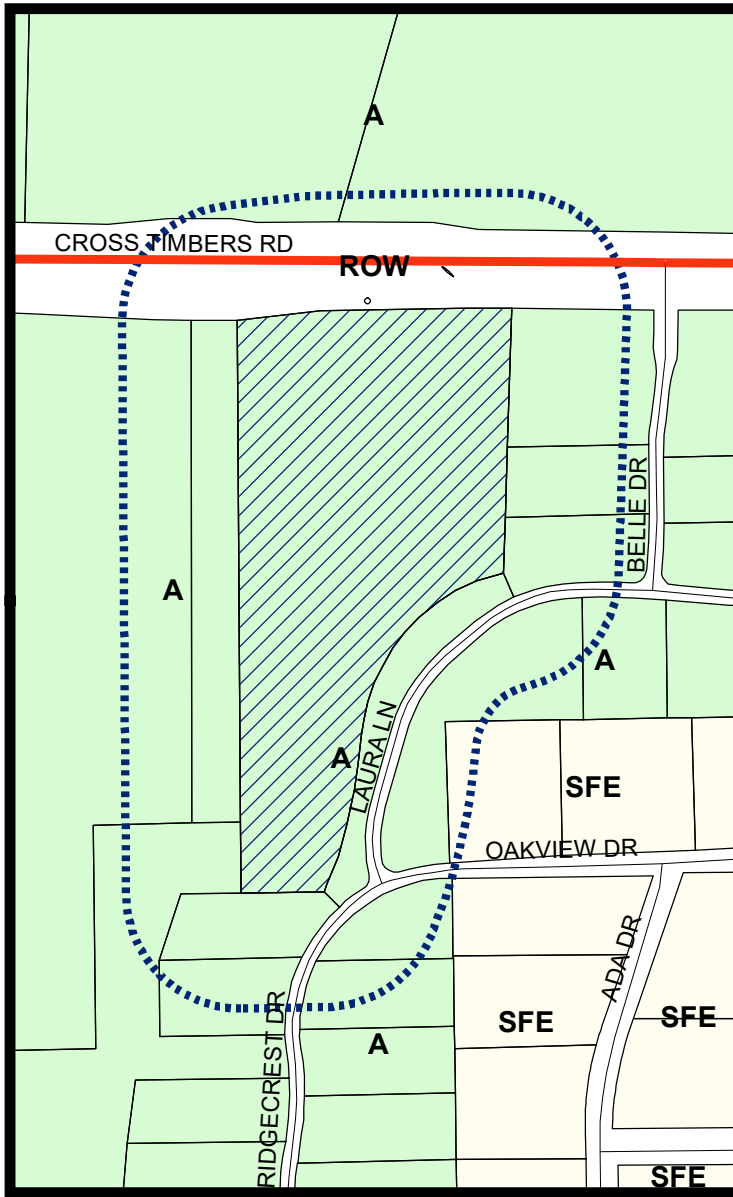
ATTACHMENTS:

1. Map - Zoning & Aerial
2. Letter of Intent
3. Specific Use Permit Package

DRAFT MOTION: Move to approve as presented in the agenda caption.

Vicinity Map

SUP24-0006: Scrivner Ranch Helistop



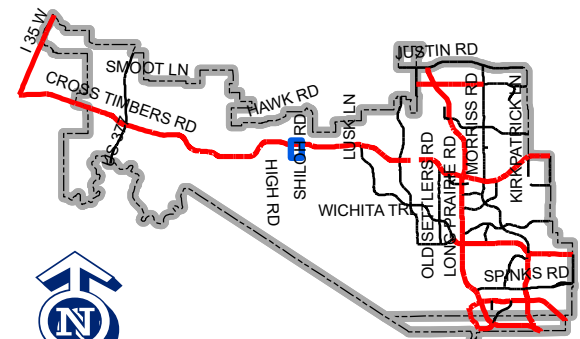
LEGEND

Agriculture Single Family Estate

Subject Property
 200 ft Notification Buffer around Property

Visit www.fmdevmap.com to learn more about this project.

Visit <https://www.flowermound.gov/notifyme> to sign up for text message and/or email alerts for future projects.



Map Location

0 250 500 1,000 Feet

SUP PERMIT APPLICATION

LETTER OF INTENT

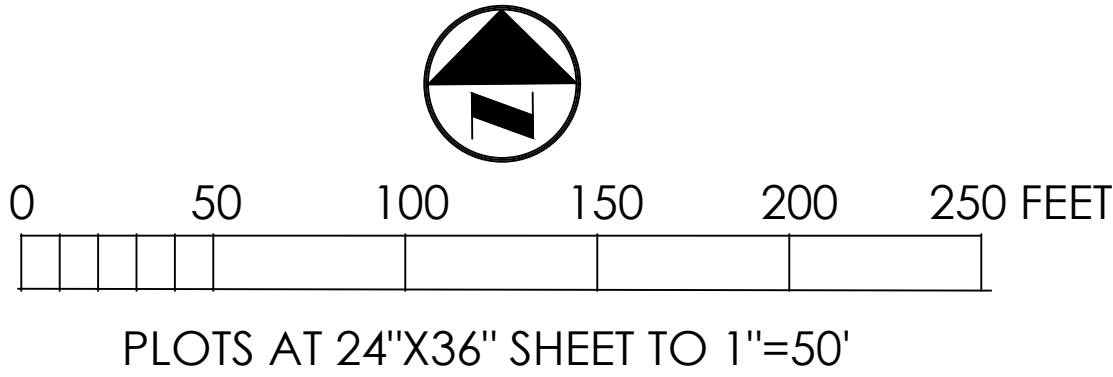
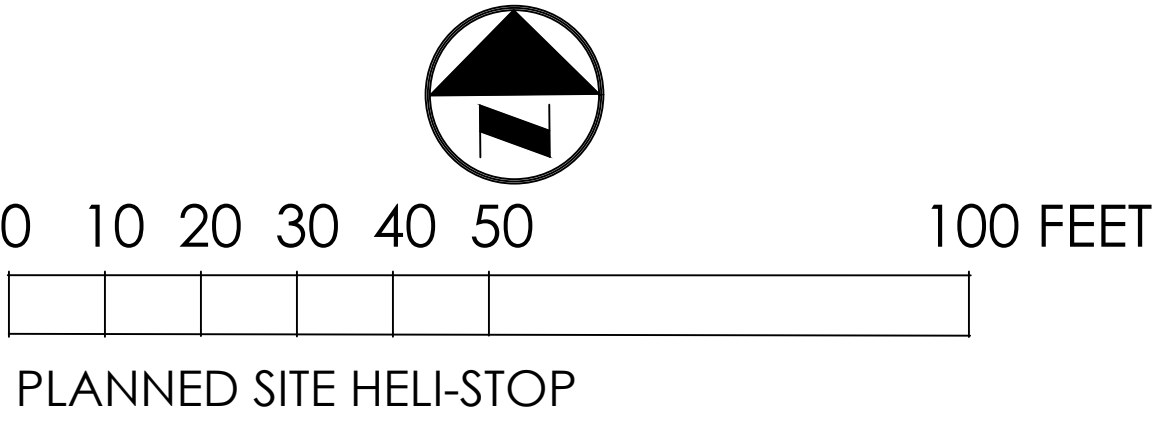
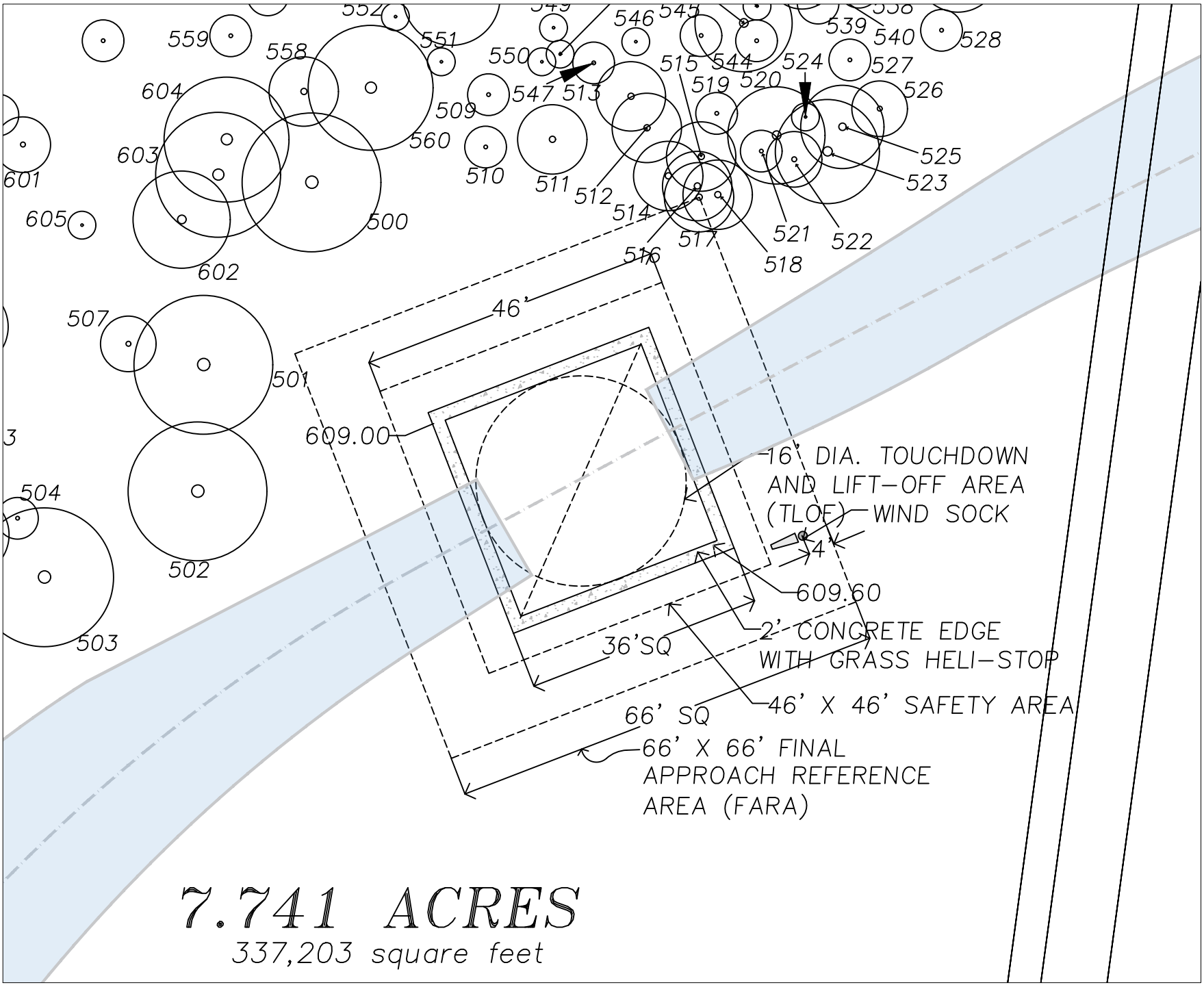
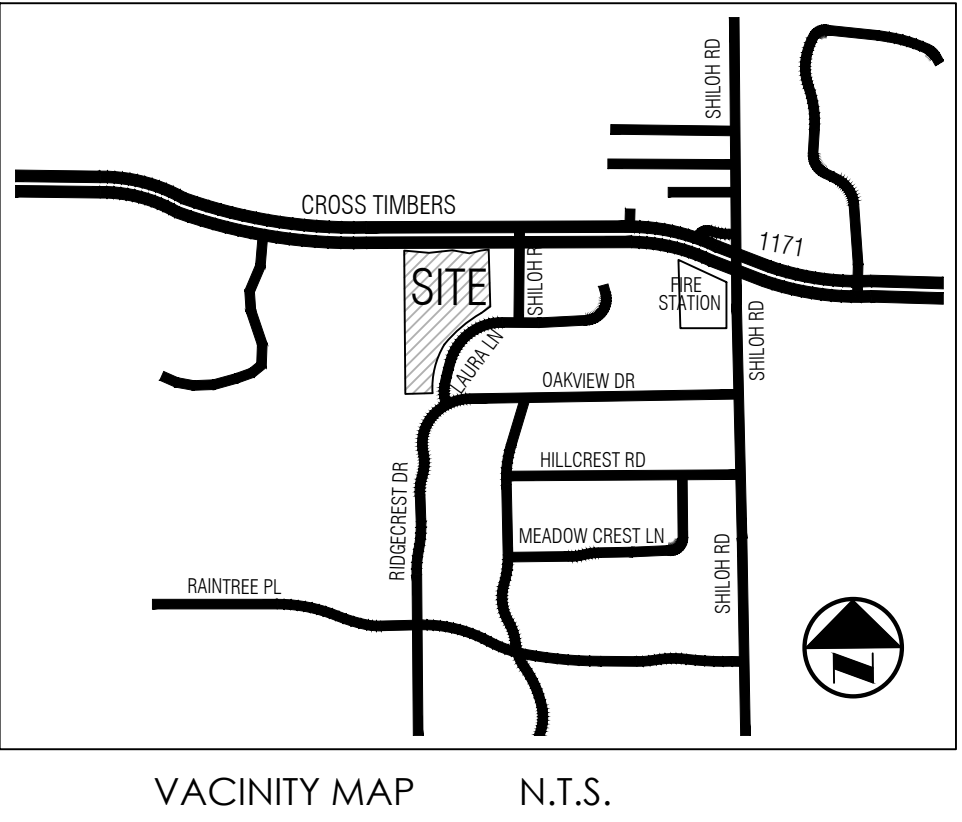
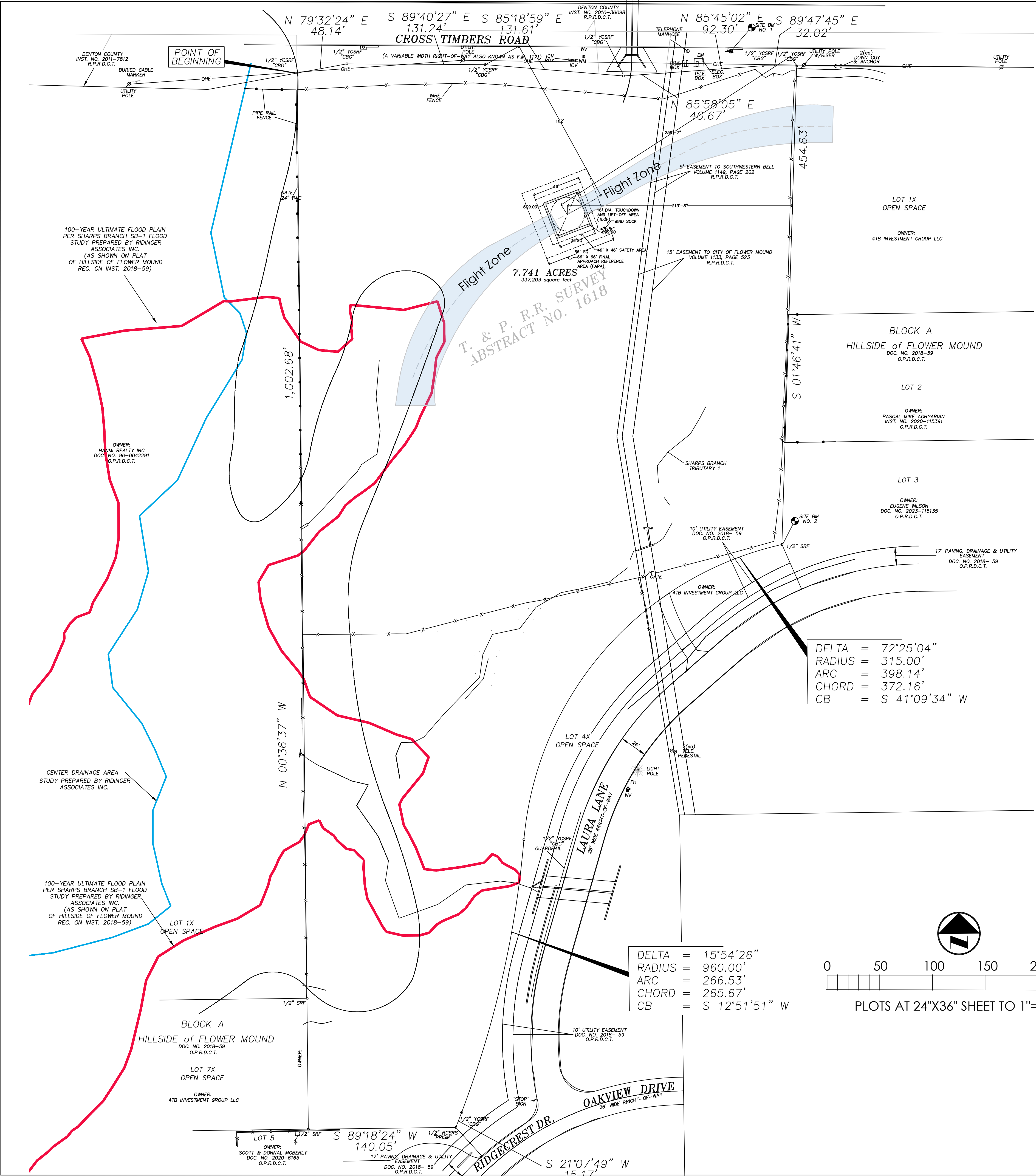
ADDRESS: 6949 CROSS TIMBERS RD

The owner of said property (6949 Cross Timbers Rd) is proposing the use of a Helistop on his property for his personal use. The existing zoning district for this property is Division 3.-A (Agricultural). This property is 7.74 acers.

Property Owner Signature Bill Scribner

Date: 9-16-24

Conceptual Site Plan



T. H. Pritchett / Associates LANDSCAPE ARCHITECTS / SITE PLANNERS 1218 Camino Lago - Irving, Texas 75039 214.697.2580 tom@landdesignplan.com	
PLANNED SITE HELI-STOP PLAN	
SCRIVNER RANCH 6949 CROSS TIMBERS, FM 1117 BLOCK X, LOT 1 FLOWER MOUND, TEXAS	
SCALE: 1"=50'	DRAWING NO.
DATE: NOVEMBER 26, 2024 REVISED 12/10/2024	HELI-1