

AGENDA

REGULAR MEETING OF THE
PLANNING AND ZONING COMMISSION
CITY OF HIGHLAND VILLAGE, TEXAS
TUESDAY, AUGUST 16, 2022, 7:00 PM
HIGHLAND VILLAGE MUNICIPAL COMPLEX
CITY COUNCIL CHAMBERS
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS

OPEN SESSION (City Council Chambers – 7:00 P.M.)

- 1. Call to Order/ Roll Call.
- 2. Consider Approval of the Minutes from the Regular meeting of Planning and Zoning held on June 21, 2022.
- 3. Consider Approval of the Minutes from the Special Joint Workshop of the Highland Village City Council and Planning and Zoning held on June 30, 2022.
- 4. Visitor's Comments.

(Anyone wishing to address the Planning and Zoning Commission must complete a Speakers' Request form and return it to City Staff. In accordance with the Texas Open Meetings Act, the Commission is restricted in discussing or taking action on items not posted on the agenda. Action on your statement can only be taken at a future meeting.)

- 5. Conduct Public Hearing and Review and Consider an application on a proposed change in zoning from SF-40 Residential Zoning District to a Planned Development Overlay District for Townhome Use relating to a 4.364 ± acre tract of land located in the F. Hyatt Survey, Abstract No. 559, commonly known as 102 Barnett Boulevard. (This item was tabled from meeting date June 21, 2022.)
- 6. Receive Status Report on Various Projects.
 - Future P&Z Meetings
- 7. Adjournment.

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.

I HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE PUBLIC BULLETIN BOARD AT THE MUNICIPAL COMPLEX, 1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE, CHAPTER 551, ON AUGUST 12, 2022 NOT LATER THAN 5:00 P.M.

Autumn Aman Community Development Coordinator

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (972) 899-5132 or Fax (972) 317-0237 for additional information.

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DRAFT MINUTES

REGULAR MEETING OF THE

PLANNING AND ZONING COMMISSION CITY OF HIGHLAND VILLAGE, TEXAS HELD IN THE MINICIPAL COMPLEX, 1000 HIGHLAND VILLAGE ROAD TUESDAY, JUNE 21, 2022

1. Call to Order/Roll Call.

Chairman Guy Skinner called the meeting to order at 7:05 p.m.

Roll Call

Present: Guy Skinner Chairman

Denver Kemery Vice Chairman Michael George Commissioner Dale Butler Commissioner

Cindy Richter Alternate Commissioner
Brent Myers Alternate Commissioner

Absent: Jared Christianson Commissioner

Staff Members: Autumn Aman Community Development Coordinator

Kimberlie Huntley Community Services Assistant

Scott Kriston Director of Public Works

Kevin Laughlin City Attorney

2. Consider Approval of the Minutes from the Regular meeting of Planning and Zoning held on March 15, 2022.

Commissioner Dale Butler made a motion to approve the minutes as written. Commissioner Michael George seconded the motion.

Motion Passed (5-0)

3. Visitor Comments.

There were no visitor comments.

4. Conduct Public Hearing and Review and Consider an application on a proposed change in zoning from SF-40 Residential Zoning District to a Residential Planned Development District for Townhomes relating to a 4.364 + acre tract of land located in the F. Hyatt Survey, Abstract No. 559, commonly known as 102 Barnett Boulevard.

Community Development Coordinator Autumn Aman stated that an application was received requesting to change the current zoning on the property located at 102 Barnett Blvd. The applicant, Mr. Dusty Broadway, Broadway Builders, would like to change the current zoning from SF-40 to a Residential Planned Development for Townhomes, consisting of (60) lots. She continued that the Planning and Zoning Commission would be considering the draft ordinance and making a recommendation to City Council.

Ms. Aman stated, for the viewing audience and residents that had shown up to the meeting, she would read through the items within the ordinance that the Commission would be considering that would regulate the development.

- The townhomes would be required to have a minimum of one thousand, seven-hundred and eighty-nine (1,789) square feet of air conditioned space and two dedicated garage spaces.
- They would not exceed a height of thirty-five (35) feet, typical of a two story dwelling.
- Because of the topo of the area, a six-foot (6') tall retaining wall, set back not less than 20 feet from the western boundary of the property would be constructed, and installed on top of the wall would be a six-foot board-on-board cedar fence. This board on board will be of a shadowbox design
- The retaining wall/fence combination would continue along the northern boundary of the property with the height tapering down to grade.
- A five foot sidewalk would be constructed on the western and northern boundaries of the property. The sidewalk would have to be complete prior to any Certificate of Occupancy being issued for any dwelling
- Windows would be prohibited from being installed on the second floor on the western facing elevations of the Townhomes on the lots along the western edge of the property.
- Garage doors must be designed to appear like a "carriage style" design with hardware.
- In addition to the one hundred and twenty (120) parking spaces contained in garages, an additional thirty (30) parking spaces are required in order to achieve a 2.5 vehicle per dwelling unit ratio. Of the additional thirty (30) parking spaces, the proposed regulations allow eight (8) new on-street parallel spaces to be constructed by the developer to be included in the required count, with building permits capped at fifty-six (56) until construction of such spaces is completed.
- A homeowners'/property owners' association must be established at the time of approval
 of the final plat of the property to maintain common areas.

Ms. Aman concluded that Public hearings are required for zoning changes, notices had been sent to everyone within two-hundred feet (200') of the property and from the notices she had received six (6) emails and two (2) phone calls. Additional emails received that were not within

the two-hundred feet (200') were a total of thirty-five (35). Copies of those emails were placed on the dais for each Commissioner.

Mr. Dusty Broadway, Broadway Builders gave a presentation discussing the following: (a copy of the presentation will be on file with the minutes)

- Background on Broadway Builders.
- Whitestone not being apartments but being a beautiful townhome community that would benefit the people of Highland Village, new homeowners, and the City. The project would provide new homes in an ideal location, walking distance to a middle and elementary school as well as an assisted living facility. It provides families with proximity to their children's education and elderly loved ones.
- Provide increased enrollment for the schools that service the immediate community.
- Location Analysis Walking Distance and Short Drive to local businesses.
- Conceptual Site Plan (60) Townhomes, a "For Sale Product", (30) additional parking spaces in addition to the (2) spaces within the garage, and a walking trail with benches.
- Retaining Wall and Shadow Box Cedar Fence.
- There would be no windows on the second floor on the western elevation of the townhomes along the western edge of the property.
- There would be no driveways as to give it a very clean and neat look.
- Plays Animation video of what Whitestone would look like.
- The mature trees would remain along the western property line.
- Front Entry Garage Floor Plan (22) Townhomes at 2,205 sq. ft.
- Rear Entry Garage Floor Plan (38) Townhomes at 1,789 sq. ft.
- Traffic Analysis Analysis was provided to Mr. Broadway by Christy Lambeth, P.E., PTOE, with Lambeth Engineering Associates, Dallas, TX, and what she had defined as trips, that being into and out of the site and within a twenty-four (24) hour period, there would be a total of approximate two-hundred and four (204) vehicles entering and exiting the site within the twenty-four (24) hours. It was broken down during the peak hours. AM being a total of (26) vehicles, 10 going in and 18 leaving. PM (32) vehicles, 18 going in and 14 leaving. It was important to note that there would be other vehicles leaving during the morning and afternoon periods, those being vehicles leaving during the peak hour periods.

Mr. Broadway did his own analysis using businesses that would fit into the City's Future Land Use Plan. Using local establishments, he started with Pediatric Dental Care, stating the trips were a total of (282) trips with patients, employees, sales, and deliveries compared to the townhome project of (204) trips.

Commissioner Butler questioned for clarification, he thought the townhome project measured in a day and Pediatric Dental Care measured in a week.

Mr. Broadway responded that his comparisons were daily, eight hours per day.

Mr. Broadway continued with the comparison of the total trips of (204) for the townhome project with Whataburger being a total of (820) trips, Sandi Hammons Studios total of (540) trips, and Chili's a total of (1030) trips. He concluded the presentation with colored elevation renderings of the proposed townhomes.

Commissioner George questioned if the back walking trail would have any lights.

Mr. Broadway stated it would not.

Mr Broadway, Alternate Commissioner Richter, and Commissioner George discussed the trees on the property in relation to how many will remain or be removed.

Mr. Broadway stated he was going to try to leave as many trees as possible.

Commissioner George and Mr. Broadway discussed the shadowbox fence.

Commissioner Butler questioned the traffic study performed by Christy Lambeth and if Mr. Broadway knew what day, or times of day, since the numbers seemed unreasonably low.

Mr. Broadway responded that he did not know.

Commissioner Butler stated he thought that would be an important number to start with.

Chairman Skinner opened the Public Hearing at 7:44 P.M.

- Ms. Kim Parker, 13355 Noel Rd, #1100, Dallas, TX, listing broker for the property owner She stated they had been marketing the property for three years, majority of interest were residential developers, and a few warehouses. The site is constrained because of the size of the site and it being a dead end street. She spoke in favor of the request.
- 2. Mr. Keith Pomykal, 3001 Sale St. #409, Dallas, TX, spoke in favor of the request.
- 3. Rhonda Hurst, 604 Sellmeyer Lane, Highland Village, TX, spoke in opposition siting it did not meet the City's minimum standards, open space, ADA, detention, sewer/water, tree mitigation, and there was no amenity center.
- 4. Phil Maloney, 2455 Glen Ridge Dr. Highland Village, TX, spoke in opposition siting meeting the City's minimum standards.
- 5. Cora Bell, 905 Heatherglen Ct., Highland Village, TX, spoke in opposition siting it did not meet the Comprehensive Plan and from getting input from residents on the future revised comprehensive plan, townhomes were not an item for the area that had a large residential vote.
- 6. Kenneth Koonsman, 218 Greensprings St., Highland Village, TX Did not wish to speak, however, he was opposed.
- 7. Elizabeth Stasny, 931 Inverness, Highland Village, TX Opposed, siting high density, preserving the greenspace, people walking behind her home, traffic, and safety.
- 8. Jamison Megahee, 2165 Tartan Trail, Highland Village, TX- Did not wish to speak, however, he was opposed.
- 9. Curtis Brinkerhoff, 2170 Tartan Trail, Highland Village, TX Did not wish to speak, however, he was opposed.
- 10. Bob Wallace, 102 Barnett Boulevard, Highland Village, TX, current property owner of property in question. He gave history of property and stated they did own the property to the west of them at one time and they also enjoyed the wildlife.
- 11. Cindy Tentler, 927 Heatherglen Ct., Highland Village, TX Opposed, siting safety of the

- children, no place to play, lack of parking, high density, and traffic.
- 12. Mark Solow, 730 Oak Hollow Lane, Highland Village, TX, precinct chair 3154 Opposed, siting traffic and high density.
- 13. Ruth Austin, 2155 Tartan Trail, Highland Village, TX Did not wish to speak, however, she was opposed.
- 14. Sherry Hutton, 923 Heatherglen Ct. Highland Village, TX Opposed, siting safety, traffic, and turning into rental property.
- 15. Jean Bassinger, 210 Edgewood Dr., Highland Village, TX, precinct chair 3153 Opposed, siting need to keep Highland Village a Village.
- 16. John Wilkinson, 919 Inverness Circle, Highland Village, TX Opposed, siting they need to meet the minimum standards and if Broadway Builders could sustain financially for the development.
- 17. Sungil Choi 105 Barnett Boulevard, Highland Village, TX Did not wish to speak and did not give an opinion if in support or opposed.
- 18. Paul Austin, 3005A Justin Road, Flower Mound, TX Opposed, did not speak, was no longer present at the meeting.
- 19. Kari Blaney, 3416 Sherwood Lane, Highland Village, TX Opposed, did not speak, was no longer present at the meeting.
- 20. Tim Whisenant, 2300 Olympic, #1484, Flower Mound TX Opposed, siting it was a nice complex, however, wrong place at the wrong time, too much added congestion.
- 21. Carol Berwanger, 102 Thistle Ct., Highland Village, TX Did not wish to speak, however, she was opposed.
- 22. Stacy Walker, 102 Thistle Ct., Highland Village, TX Did not wish to speak, however, she was opposed.
- 23. Ashley Jones, 1501 Old Oak Trail, Flower Mound, TX Opposed, siting similar to apartments, not the right place, safety, and traffic.
- 24. Mollie Megahee, 2165 Tartan Trail, Highland Village, TX Opposed, did not speak, was no longer present at the meeting.
- 25. Christi Henderson, 937 Silverthorne Trail, Highland Village, TX Opposed, did not speak, was no longer present at the meeting.
- 26. Judy Pokladnik, 933 Silverthorne Trail, Highland Village, TX Did not speak, however, she was opposed.
- 27. Jordan Peyton, 618 Duvall Boulevard, Highland Village, TX Opposed, she was speaking on behalf of Sandi Hammon's Studio's, siting the traffic analysis given for the Studio was not accurate, stated the numbers were inflated.

Chairman Skinner closed the Public Hearing at 8:33 P.M.

Commissioner George commented there had been alot of concern about traffic. He stated it was a nice development and questioned if Mr. Broadway could make it work if it did meet the minimum standards.

Mr. Broadway stated probably not. He had already reduced the count and with the cost of labor, materials, and land, it would be very difficult to meet the minimums.

Alternate Commissioner Richter questioned Mr. Broadway for clarification, due to the cost, he could not reduce the volume?

Mr. Broadway responded with the cost of land, labor, and materials increasing in price, it would be very difficult, he had already reduced the proposal by five (5) townhomes since the recommendation made at the joint work session.

Commissioner George questioned if the price would still be approximate \$400,000 to \$450,000.

Alternate Commissioner Richter questioned Mr. Broadway if he would still be able to sell at that price with the real estate market going down.

Mr. Broadway responded that he could.

Chairman Skinner stated many people spoke about the intersection of FM 407 and Barnett Boulevard and he also had concerns about the area. Chairman Skinner questioned Director of Public Works, Scott Kriston if the City had forwarded a proposal to Texas Department of Transportation (TxDOT) and the State of Texas asking that a light be put at the intersection of FM 407 and Barnett Boulevard.

Director of Public Works Scott Kriston responded not recently. He continued that the section was constructed between 2009 with completion in 2011. At that time warrant studies were performed at all intersections and the ones that met warrant currently have traffic signals.

Chairman Skinner asked Mr. Kriston to request to City Council that the City do a full study asking if a light could be put at that intersection of Barnett Boulevard and FM 407. He stated he had also seen traffic dramatically increase at the area.

Director of Public Works Kriston stated he would take it forward to City Council to fund and questioned Chairman Skinner if he wanted it to happen during the budget process or ask for a budget amendment.

Chairman Skinner responded he would leave that to the discretion of Mr. Kriston.

Alternate Commissioner Brent Myers stated there had been alot of statistic thrown out about setbacks and different parameters and if there was anything on the current site plan that does not fit.

City Attorney Kevin Laughlin responded stating that was a broad question, it could get into the issue of what can and what could not go on the site.

Alternate Myers questioned if the City had gone through everything to see if it met the current codes.

City Attorney Laughlin responded that may be another question the City may need to look at further. He continued that he did not look at that question with review of the draft ordinance.

Chairman Skinner stated they would need a motion to continue on and questioned if he was allowed to make the motion.

City Attorney Laughlin stated that is not normally customary.

Commissioner Butler questioned City Attorney Laughlin on what the Commissioners options were.

City Attorney Laughlin responded that the Planning and Zoning Commission could recommend approval, approval with changes, recommend denial, or require additional information being obtained such as traffic study or to look at questions the Commission had asked. He continued he was at the City during The District submittal and it was questioned what time of year the traffic study was performed, was is during or after school was out. The City Council had made

the applicant go back to do a study during school time. He concluded that the Commission could also vote to table any action to the next meeting.

Chairman Skinner questioned if he could propose that the Commission table the item until the City has moved forward with a proposal to TxDOT.

City Attorney Laughlin stated he did not know when that might happen with TxDOT.

Commissioner George stated he thought a proper traffic study should be performed and the proposal go through the review where it does and does not meet the minimums. He thought they should propose to table until the Commission receives the information.

City Attorney Laughlin stated the Commissioner could defer action to the next regular Planning and Zoning meeting.

Chairman Skinner stated he would like to entertain a motion to table the item to get more information and defer to the next Planning and Zoning meeting on July 19, 2022.

Commissioner George made a motion to recommend to City Council to table the request to create a Planned Development until the applicant could acquire a proper traffic study.

Vice Chairman Denver Kemery seconded the motion.

Motion Passed (5-0)

6. Receive Status Reports on Various Projects

• Discuss Future P&Z Meeting dates

Community Development Coordinator Aman stated the next Regular scheduled meeting would be held on July 19, 2022 and a Workshop to be held on July 30, 2022, at 6:00 P.M. with City Council and the Planning and Zoning Commission.

7. Adjournment.

Meeting adjourned at 8:45 P.M.	
Autumn Aman Community Development Coordinator	Guy Skinner – Chairman Planning and Zoning

MEETING MINUTES SPECIAL JOINT WORKSHOP OF THE

HIGHLAND VILLAGE CITY COUNCIL AND PLANNING AND ZONING COMMISSION HIGHLAND VILLAGE MUNICIPAL COMPLEX 1000 HIGHLAND VILLAGE ROAD THURSDAY, JUNE 30, 2022

Convene Meeting in Open Session

The Highland Village City Council and the Planning and Zoning Commission met in a special joint workshop on the 30th day of June, 2022.

1. Call Meeting to Order - City Council

Mayor Daniel Jaworski called the meeting to order at 6:00 p.m.

Roll Call

Present: Daniel Jaworski Mayor

Michael Lombardo Mayor Pro Tem Shawn Nelson Councilmember Tom Heslep Councilmember

Robert A. Fiester Councilmember (arrived at 6:04 p.m.)

Brian Fiorenza Councilmember

Absent: Jon Kixmiller Deputy Mayor Pro Tem

Staff Members: Paul Stevens City Manager

Ken Heerman Assistant City Manager

Kevin Laughlin City Attorney
Angela Miller City Secretary
Jason Collier Assistant Fire Chief

Laurie Mullens Marketing & Communications Director

Andrew Boyd Media Specialist

2. Call Meeting to Order – Planning and Zoning Commission

Chairman Guy Skinner called the meeting to order at 6:00 p.m.

Present: Guy Skinner Chairman

Jared Christianson
Dale Butler
Commissioner
Denver Kemery
Michael George
Commissioner
Commissioner

Brent Myers Alternate Commissioner Cindy Richter Alternate Commissioner

Staff Members: Scott Kriston Public Works Director

Autumn Aman Community Development Coord Kim Huntley Community Services Assistant

3. Receive a Presentation and Discuss Possible Development of Property at The Shops of Highland Village located at 1701 Shoal Creek

Mayor Jaworski thanked everyone for attending and announced the workshop is for informational purposes only. He added that with no formal submission or application having been made to the City, no action will be taken by City Council or the Planning & Zoning Commission at tonight's meeting. He also reported the community was provided an opportunity to submit questions for the presenter and for the City to address. He stated that some of the questions for the City would be best explored and answered if an application is made.

Mayor Jaworski stated some of the questions submitted related to traffic on FM 407 and FM 2499, which are managed by Texas Department of Transportation (TxDOT), and capacity of the City's water and sewer system. He reported that TxDOT's planning documents currently show traffic has not met their capacity triggers for these roadways. Regarding the City's water and wastewater system, the systems were designed to provide for max build out population of approximately 18,000 people. Mayor Jaworski added that the City would work with any future development to ensure there is enough capacity in the water and wastewater systems.

Mr. Joshua Pogue, President and CEO of Pogue Shopping Centers (Pogue SC) reported Pogue SC took over The Shops at Highland Village (The Shops) in January 2020. Due to a shift in online shopping and with the COVID pandemic, the traditional retail market has since changed resulting in many fashion retailers closing. Mr. Pogue stated the shift today is more about food/beverage establishments, services and experiences that you cannot get online. Mr. Pogue presented a 2007 and 2021 comparison of ecommerce sales, use of smart phones, Amazon sales, use of Netflix and US movie box office sales.

Mr. Pogue reported Pogue SC had concerns that AMC would not renew their building lease, and began looking at other options for the site. Additionally, retail tenants had voiced the need for additional foot traffic. Since then, AMC has indicated they want to stay long-term. However, in looking at how to increase the viability of existing retail at The Shops, Pogue SC and AEW Capital, owner of The Shops, began looking at mixed-use developments and potentially applying that concept at The Shops. Since that would require construction of a multi-family development, Pogue SC and AEW Capital searched for a suitable developer and selected Texas-based Presidium.

Mr. Pogue reported having a meeting with the HOA in October to present a proposal for a multi-family development at The Shops, which resulted in more people attending than the HOA. Mr. Pogue stated they have since met with the HOA board and that tonight's Special Joint Workshop is another attempt to disclose what they are doing and to open the dialogue.

Mr. Sean Chatlos, Vice President from AEW Capital, provided an overview of the company's financial portfolio. Presidium President of Development, Mr. Mark Farrell reported the company is a real estate developer, owner and operator with properties throughout the US. Renderings of other Presidium properties were presented along with conceptual renderings of the multi-family development proposed for The Shops. Mr. Farrell reported a 4-story, 280-unit complex, with a hidden parking garage is

proposed. Approximately 70% of the units would be 1-bedroom, with the remaining being 2-bedroom units. Mr. Farrell stated the units would have an upscale finish out and would feature the latest technology. He anticipates residents to be 25 to 40 year old professionals and possibly some empty nesters as well, with higher-income levels who would frequent The Shops for its shopping, food/beverage and entertainment options.

Kimley-Horn Professional Engineer Mr. Jonathan Kerby provided information from a traffic study that was performed for the project. He reported counts were collected in November 2021 when school was in session and included four different intersections:

- Village Parkway at Live Oak Lane/Marketplace Lane
- Village Parkway at FM 407
- Chinn Chapel Road at FM 407
- Existing site access along Chinn Chapel Road and Village Parkway

Mr. Kerby reported the Town of Flower Mound and TxDOT were working on proposed intersection improvements at FM 2499 and FM 407, which would provide added capacity at the intersection. He added that the proposed improvements are expected to be in place prior to completed construction of the multi-family building.

Several members of the City Council and Planning & Zoning Commission asked what other alternative(s) were considered. Mr. Pogue reported office space, a hotel, townhomes, and senior housing were also considered.

Concerns raised during the meeting included increased traffic; availability of ample parking for retail; impact on the City services such as public safety, water and sewer; and the impact to residents. The following concerns were also raised:

- The examples of existing multi-family properties shown in the presentation were located in urban areas that did not include a retail component like The Shops
- Would Pogue SC and AEW Capital want to construct an additional multi-family building if AMC decides to leave
- Consideration of other locations within The Shops for the multi-family building that would minimize effect of nearby residents

4. Adjournment – City Council

Mayor Jaworski adjourned the meet	ing at 8:22 p.m.
	Daniel Jaworski, Mayor
ATTEST:	
Angela Miller, City Secretary	

5.	Adjournment - Planning	and Zoning Commission
	Chairman Skinner adjo	urned the meeting at 8:22 p.m.
	ATTEST:	Guy Skinner, Chair
	Autumn Aman, Commu	unity Development Coordinator

CITY OF HIGHLAND VILLAGE PLANNING AND ZONING

AGENDA# 5 MEETING DATE: August 16, 2022

SUBJECT: Conduct Public Hearing and Consider a request to amend the

use and development of 3.96± acre tract of land located in the F. Hyatt Survey, Abstract No. 559, commonly known as 102 Barnett Boulevard by enacting a Planned Development Overlay District for Attached Single Family Residential Townhouse

Development (PD 2022-1).

PREPARED BY: Autumn Aman, Community Development Coordinator

BACKGROUND

The City has received an application from Mr. Dusty Broadway, Broadway Builders, requesting to change the current zoning on the property, which is presently zoned as SF-40, by enacting a Planned Development Overly District for Attached Single Family Townhouses consisting of sixty (60) lots. The proposed development regulations provide for the following:

- The townhomes would be required to have a minimum of 1,789 square feet of air conditioned space, two dedicated garage spaces, and not exceed a height of 35 feet, typical of a two story dwelling.
- Because of the topography of the area, a six-foot tall retaining wall set back not less than 20 feet from the western boundary of the property will be constructed, on top of which will be installed a six-foot board-onboard cedar fence.
- The retaining wall/fence combination will continue along the northern boundary of the property with the height tapering down to grade.
- A five foot wide sidewalk/trail will be constructed within the 10 foot setback area on the western and northern boundaries of the property.
- Windows are prohibited from being installed on the western facing elevations of the dwelling units constructed on the lots along the western edge of the property.
- Garage doors must be designed to appear like a "carriage style" design with hardware.
- In addition to the 120 parking spaces contained in garages, an additional 30 parking spaces are required in order to achieve a 2.5 vehicle per dwelling unit ratio. Of the additional 30 parking spaces, the proposed regulations allow 8 new on-street parallel spaces to be constructed by the developer to be included in the required count, with building permits capped at 56 until construction of such spaces is completed.
- A homeowners'/property owners' association must be established at the time of approval of the final plat of the property to maintain common areas.

A public hearing relating to this application was opened, conducted, and closed at the June 21, 2022, meeting. In response to public comments made during the June 21st public hearing,

clarification was requested regarding whether the application presented was a request for an Overlay Planned Development District or a Freestanding Planned Development District. After further review by the City Attorney, it was determined that, based on the definitions and characteristics of Overlay Districts and Freestanding Districts set forth in the City's Zoning Ordinance, it was determined it constituted a request for an Overlay District. As a result, in order to ensure the public hearing notice complied with the requirements of state law, the decision was made to send new hearing notices and conduct another public hearing relating to the requested zoning change.

IDENTIFIED NEED/S:

To conduct a public hearing and consider and make a recommendation to the City Council regarding the request the change of zoning on the property.

OPTIONS & RESULTS:

Options are to recommend to the City Council that the application be (1) approved as submitted, (2) approve with modification, or (3) deny the request. The Planning and Zoning Commission may also postpone any action in order to receive any additional information which it requests be presented.

PROGRESS TO DATE: (if appropriate)

As of the date of this briefing, August 11, 2022 staff has received an overall total of (54) emails regarding this request (18) In Support, (36) Opposed.

Copies of those emails are included in the packets.

At the June 21, 2022 Planning and Zoning Meeting, the Commission Voted (5-0) to postpone any action in order to receive additional information from a traffic impact analysis.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

An Ordinance is required. A copy of the draft ordinance setting forth the required development regulations prepared by the City Attorney is attached.

RECOMMENDATION:

Staff recommends the Planning and Zoning Commission review and forward a recommendation to City Council.

CITY OF HIGHLAND VILLAGE, TEXAS ORDINANCE NO. 2022-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AMENDING THE HIGHLAND VILLAGE COMPREHENSIVE ZONING ORDINANCE AND ZONING MAP BY AMENDING THE REGULATIONS RELATING TO THE USE AND DEVELOPMENT OF 3.96± ACRES LOCATED IN THE F. HYATT SURVEY, ABSTRACT NO. 559, BY ENACTING A PLANNED DEVELOPMENT OVERLAY DISTRICT FOR ATTACHED SINGLE FAMILY RESIDENTIAL TOWNHOUSE DEVELOPMENT (PD 2022-1) AND ADOPTING DEVELOPMENT REGULATIONS, A CONCEPT PLAN, AND LANDSCAPE PLAN; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission and the governing body of the City of Highland Village, Texas, in compliance with the laws of the State of Texas and the ordinances of the City of Highland Village, Texas, have given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all the property owners generally and to all persons interested and situated in the affected area, and in the vicinity thereof, and in the exercise of the legislative direction, have concluded that the Comprehensive Zoning Ordinance and Zoning Map of the City of Highland Village, Texas, as previously amended, should be further amended.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, THAT:

SECTION 1. The Comprehensive Zoning Ordinance ("CZO") and the Zoning Map of the City of Highland Village, Texas, as previously amended (collectively, the "CZO"), be further amended by amending the regulations relating to the use and development of 3.96± acres located in the F. Hyatt Survey, Abstract No. 559, City of Highland Village, Denton County, Texas, more particularly described in Exhibit "A" attached hereto and incorporated herein by reference (the "Property"), by changing enacting a Planned Development Overlay District for Single Family Residential Townhouse Development (PD 2022-1) subject to the use and development regulations set forth in Section 2 of this Ordinance.

SECTION 2. In addition to the uses for which the Property may otherwise be developed in accordance with the "SF-40" Single Family District, the Property may be developed and used for single family attached townhouses subject to the following:

- A. CONCEPT PLAN: The Property shall be developed in general conformance with the Concept Plan attached hereto as Exhibit "B" and incorporated herein by reference ("the Concept Plan").
- **B. DEVELOPMENT STANDARDS**: The Property shall be developed and used for the construction and occupancy of townhouses located on individual platted lots within the Property in accordance with the following standards:

Minimum Dwelling Unit Area	1,789 square feet of air-conditioned space
Maximum Density	60 dwelling units (15.15 dwelling units per acre)
Maximum Height	35.0 feet
Minimum Lot Width	If constructed with Front Entry Garage: 28 feet
	If constructed with Rear Entry Garage: 23 feet
Minimum Lot Depth	If constructed with Front Entry Garage: 58 feet
	If constructed with Rear Entry Garage: 52'-2"
Minimum Setbacks	As shown on Concept Plan

Notwithstanding the definition of "townhouse" in Section 39 of the CZO, buildings consisting of fewer than three (3) attached dwelling units may be developed on the Property and used as "townhouses" as shown on the Concept Plan.

C. SCREENING:

- (1) A six-foot (6.0') tall cedar board on board wood screening fence shall be constructed on top of an approximately six foot (6.0') tall stone retaining wall along the west boundary of the Property as shown on the Landscape Concept Plan, attached hereto as Exhibit "C" and incorporated herein by reference (the "Landscape Plan").
- (2) A six-foot (6.0') tall cedar board on board wood screening shall be constructed on top of an approximately six foot (6.0') tall stone retaining wall starting at the northwest corner of the Property as shown on the Landscape Plan, with the height of the retaining wall tapering down to grade as the wall runs to the east for a distance of approximately 205 feet.
- (3) The screening fences required by this Section 2.D. shall be designed to substantially similar in design to the fence illustrated on Exhibit "D", attached hereto and incorporated herein by reference (the "Screening Fence Exhibit"); provided, however, the screening fences shall be constructed with a "shadow box" design in order to hide from view the vertical support poles of the fences.
- (4) Construction of the screening fences required by this Sections 2.D must be completed prior to issuance of a certificate of occupancy for any building constructed on the Property.
- Pedestrian access to the sidewalk constructed along the western boundary of the Property from the interior sidewalks on the Property shall be provided by a sidewalk constructed at two locations, with steps constructed through the retaining wall to provide access from the Property to the sidewalk, as shown on the Concept Plan; provided, however, the final locations of such access points may be adjusted at the time of approval of the final plat of the Property so long as least two access points are provided.
- **D. LANDSCAPING:** The Property shall be landscaped substantially in accordance with the Landscape Plan. All landscaping shall be irrigated with an automatic irrigation system

and maintained in a healthy, growing condition. The planting of all required landscaping shall be completed prior to issuance of a certificate of occupancy for any building constructed on the Property; provided, however, the planting of landscaping located on an individual lot on which a dwelling unit will be constructed and the related irrigation system may be delayed until completion of construction of the dwelling unit on such lot, in which case a certificate of occupancy or approval of final inspection for the dwelling constructed on such lot shall not be granted until installation of such landscaping and irrigation is completed.

- **E. ENTRY FEATURE:** Construction of an entry feature designed as shown on Exhibit "E", attached hereto and incorporated herein by reference ("Entry Feature"), and located in a dedicated common area easement outside of any public street right-of-way as shown on the Concept Plan shall be completed prior to issuance of the building permit for the 31st dwelling unit to be constructed on the Property.
- **F. SIDEWALK**: Construction of sidewalks not less than five feet (5') wide located as shown on the Concept Plan must be completed as follows:
 - (1) Construction of the sidewalks located on the western and northern boundary of the Property and adjacent to Barnett Boulevard must be completed prior to issuance of certificate of occupancy for any building to be constructed on the Property; and
 - (2) Construction of the sidewalks within the interior of the Property located between buildings shall be completed prior to issuance of a certificate of occupancy for each individual building with a means of egress to such sidewalk.

G. EXTERIOR BUILDING ELEVATIONS:

- (1) The exterior elevation of the buildings constructed on the Property shall be designed and constructed to appear substantially similar to the elevations shown on Exhibit "F," attached hereto and incorporated herein by reference.
- (2) Dwellings constructed on Lots 11, 12, 15, 16, 19, and 20 as labeled on the Concept Plan shall be constructed with no windows on the second floor of the western facades of such dwellings.

H. GARAGES AND PARKING:

- (1) Every dwelling unit shall be constructed with an attached garage with space for parking for no fewer than two (2) vehicles;
- (2) Garages shall be classified as "Front Entry" and "Rear Entry" as indicated on the Concept Plan;
- (3) Garage doors shall be designed with an appearance of a "carriage style" door with architectural hinges and handles substantially as shown on Exhibit "G" "Garage Door Exhibit" attached hereto and incorporated herein by reference;
- (4) The Property shall be developed with no fewer than twenty-two (22) off-street parking spaces located on the Property as shown on the Concept Plan; and

- (5) In determining compliance with the required number of parking spaces required to be construction in association with the development of the Property for the purposed described in this Ordinance, the eight (8) public parallel parking spaces shown on the Concept Plan on Barnett Boulevard may be included in such count if:
 - i. The final plat of the Property includes a dedication to the City as a public street the portion of the property described in that certain warranty deed dated February 10, 2003, from Brett Wallace, as Grantor, to Robert W. Wallace and wife, Theresa M. Wallace, as Grantee, recorded at Volume 5298, Page 348, Official Property Records, Denton County, Texas, that is not part of the Property; and
 - **ii.** Construction of said public parking spaces in accordance with the City's standards for public parking spaces is completed at the cost of one or more parties other than the City.

Notwithstanding anything to the contrary set forth in this Ordinance, building permits for no more than 56 dwelling units to be constructed on the Property shall be issued until construction of said eight (8) public parking spaces is completed and accepted by the City.

- I. HOMEOWNERS'/PROPERTY OWNERS' ASSOCIATION: Prior to approval of the final plat for the Property, a homeowners' association shall be established and created to assume and be responsible for the continuous and perpetual operation, maintenance and supervision of landscape systems, screening walls and fences, features or elements located in the parkways, common areas between screening walls or living screens and adjacent curbs or street pavement edges, adjacent to drainage ways or drainage structures or at subdivision entryways, open space common areas or properties, including but not limited to: landscape features and irrigation systems, subdivision entryway features and monuments, playgrounds, pavilions, detention ponds, trail, private neighborhood park and related amenities with the Property subject to the following:
 - (1) All open space and common properties or areas, facilities, structures, improvements systems, or other property that are to be operated, maintained and/or supervised by the homeowners' association shall be dedicated by easement or deeded in fee simple ownership interest to the homeowners' association after construction and installation as applicable by the owner and shall be clearly identified on the recorded final plat of the Property or portion thereof:
 - (2) A copy of the agreements, covenants and restrictions establishing and creating the homeowners' association must be approved by the city attorney prior to the approval of the final plat of the Property and must be recorded prior to or concurrently with the recording of the final plat in the map and plat records of the Denton County. The recorded final plat shall clearly identify all facilities, structures, improvements systems, areas or grounds that are to be operated, maintained and/or supervised by the homeowners' association;
 - (3) At a minimum, the agreements, covenants, and restrictions establishing and

creating the homeowners' association required herein shall contain and/or provide for the following:

- i. Definitions of terms contained therein;
- ii. Provisions for the establishment and organization of the homeowners' association and the adoption of bylaws for said homeowners' association, including provisions requiring that the owner(s) of any lot or lots within the applicable subdivision and any successive purchaser(s) shall automatically and mandatorily become a member of the homeowners' association; the initial term of the agreement, covenants and restrictions establishing and creating the homeowners' association shall be for a period of not less than 25 years and, if not established to be perpetual, shall automatically renew for successive periods of not less than 10 years thereafter;
- **iii.** The homeowners' association may not be dissolved without the prior written consent of the City;
- iv. Provisions ensuring the continuous and perpetual use, operation maintenance and/or supervision of all facilities, structures, improvements, systems, open space or common areas that are the responsibility of the homeowners' association and to establish a reserve fund for such purposes;
- v. Provisions prohibiting the amendment of any portion of the homeowners' association's agreements, covenants or restrictions pertaining to the use, operation, maintenance and/or supervision of any facilities, structures, improvements, systems, area or grounds that are the responsibility of the homeowners' association without the prior written consent of the City;
- vi. The right and ability of the City or its lawful agents, after due notice to the homeowners' association, to remove any landscape systems, features or elements that cease to be maintained by the homeowners' association; to perform the responsibilities of the homeowners' association and its board of directors if the homeowners' association fails to do so in compliance with any provisions of the agreements, covenants or restrictions of the homeowners' association or of any applicable City ordinances or regulations; to assess the homeowners' association for all costs incurred by the City in performing said responsibilities if the homeowners' association fails to do so; and/or to avail itself of any other enforcement actions available to the City pursuant to state law of City ordinance or regulations; and
- vii. Provisions indemnifying and holding the City harmless from any and all costs, expenses, suits, demands, liabilities or damages including attorney's fees and cost of suit, incurred or resulting from the City's removal of any landscape systems, features or elements that cease to be maintained by the homeowners' association of from the City's performance of the aforementioned operation, maintenance or supervision responsibilities of the homeowners' association due to the

homeowners' association's failure to perform said responsibilities.

SECTION 3. All ordinances of the City of Highland Village related to the use and development of the Property heretofore adopted and in effect upon the effective date of this Ordinance are and shall remain in full force and effect except to the extent amended by this Ordinance or to the extent there is an irreconcilable conflict between the provisions of said other ordinance and the provisions of this Ordinance, in which case the provision of this Ordinance shall be controlling.

SECTION 4. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance, or the Comprehensive Zoning Ordinance, as amended hereby, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said Ordinance or the Comprehensive Zoning Ordinance, as amended hereby, which shall remain in full force and effect.

SECTION 5. An offense committed before the effective date of this Ordinance is governed by prior law and the provisions of the Comprehensive Zoning Ordinance, as amended, in effect when the offense was committed, and the former law is continued in effect for this purpose.

SECTION 6. Any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in Comprehensive Zoning Ordinance as previously amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000) for each offense.

SECTION 7. This ordinance shall take effect immediately from and after its passage on Second Reading and publication of the caption in accordance with the provisions of the Charter of the City of Highland Village, and it is accordingly so ordained.

PASSED AND APPROVED BY THE CITY COUNTY ON FIRST READING ON THIS THEDAY OF	
PASSED AND APPROVED BY THE CITY COUNTY ON SECOND READING ON THIS THE DAY	
	APPROVED:
ATTEST:	Daniel Jaworski, Mayor
Angela Miller, City Secretary	
APPROVED AS TO FORM AND LEGALITY:	
Kevin B. Laughlin, City Attorney	

Ordinance No. 2022-EXHIBIT A Description of the Property

Being all that certain lot, tract or parcel of land lying and being situated in the F. Hyatt Survey, Abstract number 559, City of Highland Village, Denton County, Texas, being part of Tract 4, Barnett Subdivision, an addition to the City of Highland Village according to the plat thereof recorded in Cabinet F, Page 31 of the Plat Records of Denton County, Texas, and being more particularly described as follows:

BEGINNING at a ½" rebar found at the northwest corner of Tract 4, Barnett Subdivision, being the southwest corner of Tract 5 of same and being on the east line of Briarhill Estates, Phase III, an addition to the City of Highland Village according to the plot thereof recorded in Cabinet H, Page 342 of the Plat Records of Denton County, Texas;

THENCE S 88'32'24" E, 225.82 feet, along the north line of Tract 4 and the south line of Tract 5, to a ½" rebar found at an angle point therein;

THENCE N 88'15'57" E, 184.37 feet, continuing along said line, to an "X" found at the northeast corner of Tract 4, being the northwest corner of Tract 3B, Barnett Subdivision, an addition to the City of Highland Village according to the plat thereof recorded in Cabinet H, Page 285 of the Plat Records of Denton County, Texas;

THENCE S 01'02'3.4" E, 453.47 feet, along the east line of Tract 4 and the west line of Tract 3A, to an "X" set in concrete at the northeast corner of that certain called 2.000 acre tract of land described in deed to Gladys Louise Barnett Dixon recorded in Volume 2378, Page 111 of the Real Property Records of Denton County, Texas;

THENCE S 86'29'36" W, 410.97 feet, along the north line of said 2.00-acre tract, to a ½" capped rebar (G & A) set at the northwest corner thereof, being on the west line of Tract 4, Barnett Subdivision and the east line of Briarhill Estates, Phase 3;

THENCE N 00'53'05" W, 478.77 feet along the west line of Tract 4, Barnett Subdivision and the east line of Briarhill Estates, Phase 3, to the POINT OF BEGINNING and containing approximately 3.96 acres of land.

Ordinance No. 2022-____ Exhibit "B" Concept Plan







Ordinance No. 2022-____ EXHIBIT "C" Landscape Conceptual Plan



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Highland Village	
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Townhomes at Highland Village
Landscape Plan

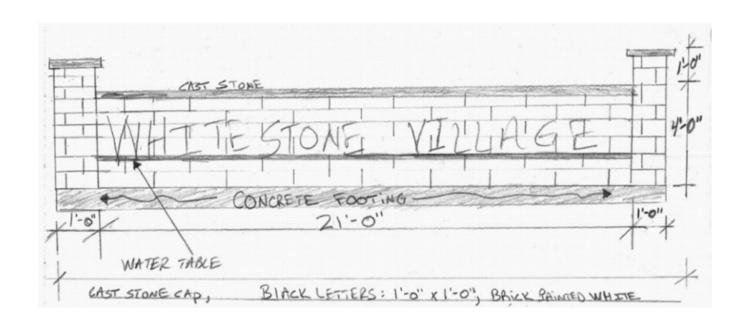
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Ordinance No. 2022-____ EXHIBIT "D" Screening Fence Exhibit





Ordinance No. 2022-____ EXHIBIT "E" Entry Feature



Ordinance No. 2022-___ EXHIBIT "F" Exterior Building Elevations







Ordinance No. 2022-____ EXHIBIT "G" Garage Door Exhibit

