

A Place Where Everyone Matters

AGENDA
Planning \& Zoning Commission
Prosper Town Hall, Council Chambers
250 W. First Street, Prosper, Texas
Tuesday, February 6, 2024

Welcome to the Prosper Planning \& Zoning Commission Meeting.
Citizens may watch the meeting live by using the following link: www.prospertx.gov/livemeetings

## Addressing the Planning \& Zoning Commission:

Those wishing to address the Planning \& Zoning Commission must complete the Public Comment Request Form located on the Town's website or in the Council Chambers.

If you are attending in person, please submit this form to the Town Secretary or the person recording the minutes for the Board/Commission prior to the meeting. When called upon, please come to the podium, and state your name and address for the record.

If you are watching online, please submit this form to the Town Secretary prior to 4:00 p.m. on the day of the meeting in order for your comments to be read into the record. The Town assumes no responsibility for technical issues beyond our control.

In compliance with the Texas Open Meetings Act, the Town Council/Board/ Commission may not deliberate or vote on any matter that does not appear on the agenda. The Council/Board/Commission, however, may provide statements of fact regarding the topic, request the topic be included as part of a future meeting, and/or refer the topic to Town staff for further assistance.

Citizens and other visitors attending Planning \& Zoning Commission meetings shall observe the same rules of propriety, decorum, and good conduct applicable to members of the Commission. Any person making personal, impertinent, profane or slanderous remarks or who becomes boisterous while addressing the Commission or while attending the meeting shall be removed from the room, if so directed by the Mayor or presiding officer, and the person shall be barred from further audience before the Commission during that session of the meeting. Disruption of a public meeting could constitute a violation of Section 42.05 of the Texas Penal Code.

1. Call to Order / Roll Call.
2. Pledge of Allegiance.

## CONSENT AGENDA:

Items placed on the Consent Agenda are considered routine in nature and are considered noncontroversial. The Consent Agenda can be acted upon in one motion. Items may be removed from the Consent Agenda by the request of a Commission Member or Staff.

3a. Consider and act upon the minutes from the January 16, 2024, Planning \& Zoning Commission meeting.

3b. Consider and act upon a request for a Final Plat for MQ Prosper Cox, Block A, Lot 1, and a Replat for MQ Prosper Cox, Block B, Lot 1R, on $4.5 \pm$ acres, located north of Saint Peter Lane and east of North Preston Road. The property is zoned Planned

Development-120 (PD-120) MQ Prosper North and Single Family-15 (SF-15). (DEVAPP-23-0107)

3c. Consider and act upon a request for a Revised Conveyance Plat for Westside Addition, Block A, Lots 6 and 7, on $3.3 \pm$ acres, located on the northeast corner of US 380 (University Drive) and FM 1385. The property is zoned Planned Development-94 (PD94) Westside. (DEVAPP-23-0196)

3d. Consider and act upon a request for a Preliminary Site Plan for Westside Addition, Block A, Lots 6 and 7, on $3.3 \pm$ acres, located on the northeast corner of US 380 (University Drive) and FM 1385. The property is zoned Planned Development-94 (PD94) Westside. (DEVAPP-23-0197)

3e. Consider and act upon a request for a Site Plan for Saddle Creek Commercial, Block A, Lot 2, on $13.6 \pm$ acres, located north of East Prosper Trail and west of North Preston Road. The property is zoned Planned Development-31 (PD-31) Saddle Creek. (DEVAPP-23-0216)

3f. Consider and act upon a request for a Final Plat for Saddle Creek Commercial, Block A, Lot 2, on $13.6 \pm$ acres, located north of East Prosper Trail and west of North Preston Road. The property is zoned Planned Development-31 (PD-31) Saddle Creek. (DEVAPP-23-0216)

## CITIZEN COMMENTS

The public is invited to address the Commission on any topic. However, the Commission is unable to discuss or take action on any topic not listed on this agenda. Please complete a "Public Comment Request Form" and present it to a staff member prior to the meeting.

## REGULAR AGENDA:

If you wish to address the Commission, please fill out a "Public Comment Request Form" and present it to the Chair, preferably before the meeting begins. Pursuant to Section 551.007 of the Texas Government Code, individuals wishing to address the Planning \& Zoning Commission for items listed as public hearings will be recognized when the public hearing is opened. For individuals wishing to speak on a non-public hearing item, they may either address the Commission during the Citizen Comments portion of the meeting or when the item is considered by the Planning \& Zoning Commission.
4. Review actions taken by the Town Council and possibly direct Town Staff to schedule topic(s) for discussion at a future meeting.
5. Adjourn.

## CERTIFICATION

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted at Prosper Town Hall, located at 250 W. First Street, Prosper, Texas 75078, a place convenient and readily accessible to the general public at all times, and said Notice was posted by 5:00 p.m., on Friday, February 2, 2024, and remained so posted at least 72 hours before said meeting was convened.

Michelle Lewis Sirianni, Town Secretary
Date Notice Removed

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

## NOTICE

Pursuant to Town of Prosper Ordinance No. 13-63, all speakers other than Town of Prosper Staff are limited to three (3) minutes per person, per item, which may be extended for an additional two (2) minutes with approval of a majority vote of the Town Council.

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS: The Prosper Town Council meetings are wheelchair accessible. For special services or assistance, please contact the Town Secretary's Office at (972) 5691011 at least 48 hours prior to the meeting time.

MINUTES
Regular Meeting of the
Prosper Planning \& Zoning Commission
Prosper Town Hall
Council Chambers
250 W. First Street, Prosper, Texas
Tuesday January 16, 2024, 6:00 p.m.

## 1. Call to Order / Roll Call

The meeting was called to order at 6:00 p.m.
Commissioners Present: Vice-Chair Damon Jackson, Secretary Cameron Reeves, Sekou Harris, John Hamilton, Josh Carson, and Glen Blanscet.

Staff Present: David Hoover, AICP (Director of Development Services), Suzanne Porter, AICP (Planning Manager), Dakari Hill (Senior Planner), and Jerron Hicks (Planner).
2. Recitation of the Pledge of Allegiance.

## 3. CONSENT AGENDA

3a. Consider and act upon the minutes from the January 2, 2024, Planning \& Zoning Commission meeting.

Commissioner Hamilton made a motion to approve the Consent Agenda. The motion was seconded by Commissioner Carson. The motion was carried unanimously by a vote of 6-0.

## CITIZEN COMMENTS

No comments were made.

## REGULAR AGENDA

4. Conduct a Public Hearing and consider and act upon a request for a Planned Development for Mini-Warehouse/Public Storage, Restaurant, and Retail uses on 8.7士 acres on Collin County School Land Survey, Abstract 147, Tracts 1-7 and 28, located on the northwest corner of North Coleman Street and West Prosper Trail. The property is zoned Agricultural and Commercial. (ZONE-23-0017)

Commissioner Carson asked Town Staff about the building materials for the development, the reasoning for wrought iron fencing along the western boundary, and the potential for the future expansion of Coleman Street encroaching into the required landscaping.

Mr. Hill answered that the language in the Planned Development regarding building materials would be more pertinent than the conceptual elevations, the applicant could clarify the reasoning for the wrought iron fencing, and that the future expansion of Coleman Street should not encroach into the required landscaping.

Commissioner Blanscet asked Town Staff about the required screening on the western boundary, the required trees along both Coleman Street and Prosper Trail, and the orientation of the restaurant and retail buildings.

Mr. Hill answered that the applicant provided screening even though the Zoning Ordinance would not require screening, the trees planted along Coleman Street and Prosper Trail would be every twenty linear feet, and that the back of the restaurant and retail buildings faced the roadways.

Commissioner Reeves asked Town Staff about the building line along the railroad, the proposed screening around the public storage facility, and the possibility of residents seeing stored vehicles through the proposed wrought iron fence along the railroad.

Mr. Hill answered that the building line shown along the railroad is 60 feet, the screening around the public storage facility would consist of a wrought iron fence (north and west) and a masonry wall (south and east), and that residents may be able to see the stored vehicles through the wrought iron fencing.

Vice Chair Jackson opened the public hearing.
The applicant, Jon Kendall, answered questions from the Commission regarding whether the public storage facility was essential to the proposal, the reasoning for both a masonry wall and wrought iron fencing around the public storage facility, and the orientation of the restaurant and retail buildings.

Vice Chair Jackson closed the public hearing.
Town Staff answered questions from the Commission regarding striking the allowed uses within the proposed Planned Development.

Mr. Kendall answered questions from the Commission regarding the fire lane encroaching into the patio area, whether outdoor storage was essential to the proposal, and the height of the masonry screening wall. Additionally, he answered questions from the Commission regarding how the need for storage in the area was identified, the responses from the surrounding Homeowners' Associations, and the incongruency between the language regarding building materials and the materials shown on the façade plan.

Town Staff answered questions from the Commission regarding the reasoning for their denial recommendation and how they determined the proposal was incompatible with the surrounding residential areas.

Commissioner Hamilton stated that the item may need to be tabled for the applicant to adjust the proposal and give the Commission time to review the case further.

Commissioner Harris stated that he would be in support of the item subject to the applicant being amenable to striking certain uses, landscaping requirements, and screening requirements.

Commissioner Reeves stated that he would not be able to support the proposal due to it not complying with the Comprehensive Plan.

Commissioner Carson stated that he supported the retail component of the plan but could not support the plan in its entirety due to it not complying with the Comprehensive Plan.

Commissioner Blanscet stated that he could not support the request due to the MiniWarehouse/Public Storage use.

Vice Chair Jackson stated that he concurred with Commissioners Reeves, Hamilton, Carson, and Blanscet on being unable to support the request due to the Mini-Warehouse/Public Storage use.

Commissioner Blanscet stated that the item should not be tabled if the Commission was opposed to the Mini-Warehouse/Public Storage use and the applicant did not intend on removing that use from the next proposal.

Commissioner Hamilton clarified that he wanted to give the applicant the option to table if he believed that the proposal could be adjusted based on the Commission's comments.

Mr. Kendall addressed the Commission and expressed that he would rather the item be denied than remove the Mini-Warehouse/Public Storage use from the proposal.

Commissioner Hamilton made a motion to deny Item 4. The motion was seconded by Commissioner Carson. The motion was carried by a vote of 5-1 with Commissioner Harris voting in opposition.
5. Review actions taken by the Town Council and possibly direct Town Staff to schedule topic(s) for discussion at a future meeting.

## 6. Adjourn.

The meeting was adjourned at 7:26 p.m.

Dakari Hill, Senior Planner
Cameron Reeves, Secretary

A Place Where Everyone Matters

# PLANNING 

| To: | Planning \& Zoning Commission | Item No. 3b |
| :--- | :--- | :--- |
| From: | Dakari Hill, Senior Planner |  |
| Through: | David Hoover, AICP, Director of Development Services |  |
| Cc: | Suzanne Porter, AICP, Planning Manager |  |
| Re: | Planning \& Zoning Commission Meeting - February 6, 2024 |  |

## Agenda Item:

Consider and act upon a request for a Final Plat for MQ Prosper Cox, Block A, Lot 1, and a Replat for MQ Prosper Cox, Block B, Lot 1R, on $4.5 \pm$ acres, located north of Saint Peter Lane and east of North Preston Road. The property is zoned Planned Development-120 (PD-120) MQ Prosper North and Single Family-15 (SF-15). (DEVAPP-23-0107)

## Description of Agenda Item:

The purpose of the Final Plat is to create two lots. A portion of The Montclair, Block B, Lot 1 is being combined with unplatted property to create MQ Prosper Cox, Block A, Lot 1 for a singlefamily residence. The remainder of The Montclair, Block B, Lot 1 will be replatted as MQ Prosper Cox, Block B, Lot 1R. The plat conforms to the development standards of Planned Development120 and Single Family-15.

## Attached Documents:

1. Location Map
2. Final Plat/Replat

## Town Staff Recommendation:

Town Staff recommends approval of the Final Plat/Replat, subject to approval of all additions and/or alterations to the easements and dedications.


## DEVAPP-23-0107

MQ Prosper North
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Final Plat


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A Place Where Everyone Matters

## PLANNING

| To: | Planning \& Zoning Commission | Item No. 3c |
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| From: | Jerron Hicks, Planner |  |
| Through: | David Hoover, AICP, Director of Development Services |  |
| Cc: | Suzanne Porter, AICP, Planning Manager |  |
| Re: | Planning \& Zoning Commission Meeting - February 6, 2024 |  |

## Agenda Item:

Consider and act upon a request for a Revised Conveyance Plat for Westside Addition, Block A, Lots 6 and 7, on 3.3 $\pm$ acres, located on the northeast corner of US 380 (University Drive) and FM 1385. The property is zoned Planned Development-94 (PD-94) Westside. (DEVAPP-23-0196)

## Description of Agenda Item:

The purpose of the Revised Conveyance Plat is to shift the lot line between Lots 6 and 7 approximately 24 feet to the east so that it conforms with the proposed Preliminary Site Plan (DEVAPP-23-0197) and dedicate a 30-foot landscape easement along US 380 (University Drive).

On April 16, 2019, the Planning \& Zoning Commission approved a preliminary site plan (D190014) and a conveyance plat (D19-0015) for this property (see attachments). The conveyance plat was recorded, which created Lots 6 and 7 with lot lines that conformed with the preliminary site plan. In 2022, the Planned Development was updated, and the accompanying zoning exhibit modified the development plan and lot configuration of Lots 6 and 7. The proposed Revised Conveyance Plat conforms to the zoning exhibit and the applicant's proposed Preliminary Site Plan (DEVAPP-23-0197) for these two lots. The Preliminary Site Plan is a companion item on the Planning \& Zoning Commission agenda.

## Attached Documents:

1. Location Map
2. Previously Approved Preliminary Site Plan
3. Previously Approved Conveyance Plat
4. Planned Development-94 Zoning Exhibit
5. Revised Conveyance Plat

## Town Staff Recommendation:

Town Staff recommends approval of the Revised Conveyance Plat, subject to approval of all additions and/or alterations to the easements and dedications.


DEVAPP-23-0196
Westside Addition Block A, Lots 6 \& 7




Planned Development-94


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TOWN OF PROSPER CASE NO. Z22-0020 WestSide
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IN THE J. HAYNES SURVEY, ABSTRACT NO. 573 \& IN THE J. HAYNES SURVEY, ABSTRACT NO. 573 \& TOWN OF PROSPER, DENTON COUNTY, TEXAS
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Planned Development-94



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## REVISED CONVEYANCE PLAT (DEVAPP-23-0196

WESTSIDE ADDITION
BLOCKA,LOTS $6 \& 7$
SITUATED IN THEJ.GONZALESSURVEY, ABSTRACT NO. 447 AND IN THE J. HAYNESSURVEY, ABSARACT NO. 573
NTHETOWN OFPROSPER, DENTON COUNTY.TEXAS Being a Revised Conveyance Plat of Lots $6 \& 7$, Block A Westside Addition, Document Number 2022-55

Plat Records, Denton County, Texas
145,313 sq.Ft./ 3.336 Acres Current Zoning: PD - 94 C ase No. DEVAPP-23-0196
Prepared January 2024



## A Place Where Everyone Matters

## PLANNING

To: Planning \& Zoning Commission
Item No. 3d
From: Jerron Hicks, Planner
Through: David Hoover, AICP, Director of Development Services
Cc: $\quad$ Suzanne Porter, AICP, Planning Manager
Re: $\quad$ Planning \& Zoning Commission Meeting - February 6, 2024

## Agenda Item:

Consider and act upon a request for a Preliminary Site Plan for Westside Addition, Block A, Lots 6 and 7, on $3.3 \pm$ acres, located on the northeast corner of US 380 (University Drive) and FM 1385.
The property is zoned Planned Development-94 (PD-94) Westside. (DEVAPP-23-0197)

## Description of Agenda Item:

The Preliminary Site Plan shows a 14,000 square foot retail/restaurant building on Lot 6 and a 2,413 square foot restaurant with a drive-through on Lot 7, as shown below. The Planned Development allows for three restaurants with drive-throughs along US 380, provided that they are not on adjacent lots. Additionally, one is allowed on FM 1385.


These proposed uses are consistent with the zoning exhibit (see attachment); however, the site layout and building sizes were modified. The retail/restaurant building on Lot 6 increased from 6,079 square feet to 14,000 square feet. The restaurant with a drive-through decreased in size from 3,827 square feet to 2,415 square feet. Staff finds that the proposed development is in general conformance with the zoning exhibit for these lots.

Access is provided from US 380 (University Drive) and FM 1385. The Preliminary Site Plan conforms to the development standards of Planned Development-94.

As a companion item, Revised Conveyance Plat (DEVAPP-23-0196) is on the Planning \& Zoning Commission agenda.

## Attached Documents:

1. Location Map
2. Planned Development-94 Zoning Exhibit
3. Preliminary Site Plan

## Town Staff Recommendation:

Town Staff recommends approval of the Preliminary Site Plan subject to the approval of preliminary engineering plans and compliance with fire code regulations.


DEVAPP-23-0197
Westside Addition Block A, Lots 6 \& 7

Preliminary Site Plan

Planned Development-94


Town of Proserer Site Plon Notes:

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TOWN OF PROSPER CASE NO. Z22-0020 WestSide
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IN THE J. HAYNES SURVEY, ABSTRACT NO. 573 \& IN THE J. HAYNES SURVEY, ABSTRACT NO. 573 \& TOWN OF PROSPER, DENTON COUNTY, TEXAS
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Planned Development-94



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WESTSIDE ADDITION
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$145,313 \mathrm{~s} q . F \mathrm{~F}$. / 3.336 Acres Current Zoning: PD-94 Prepared J anuary 2024

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A Place Where Everyone Matters

## PLANNING

To: Planning \& Zoning Commission
Item No. 3e
From: Suzanne Porter, AICP, Planning Manager
Through: David Hoover, AICP, Director of Development Services
Re: $\quad$ Planning \& Zoning Commission Meeting - February 6, 2024

## Agenda Item:

Consider and act upon a request for a Site Plan for Saddle Creek Commercial, Block A, Lot 2, on $13.6 \pm$ acres, located north of East Prosper Trail and west of North Preston Road. The property is zoned Planned Development-31 (PD-31) Saddle Creek. (DEVAPP-23-0216)

## Description of Agenda Item:

The Site Plan is for the development of a portion of a $13.6 \pm$ acre lot. The development will occur on the northeast corner of the property. As shown below, the improvements will consist of a onestory 4,253 square foot medical office building, and associated parking.


Access is provided from North Preston Road and East Prosper Trail. The Site Plan conforms to the development standards of Planned Development-31.

As a companion item, the Final Plat (DEVAPP-23-0215) is on the Planning \& Zoning Commission agenda.

## Attached Documents:

1. Location Map
2. Site Plan

## Town Staff Recommendation:

Town Staff recommends approval of the Site Plan, subject to approval of civil engineering plans.

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## DEVAPP-23-0216

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## PLANNING

A Place Where Everyone Matters

| To: | Planning \& Zoning Commission | Item No. 3f |
| :--- | :--- | :--- |
| From: | Suzanne Porter, AICP, Planning Manager |  |
| Through: | David Hoover, AICP, Director of Development Services |  |
| Re: | Planning \& Zoning Commission Meeting - February 6, 2024 |  |

## Agenda Item:

Consider and act upon a request for a Final Plat for Saddle Creek Commercial, Block A, Lot 2, on $13.6 \pm$ acres, located north of East Prosper Trail and west of North Preston Road. The property is zoned Planned Development-31 (PD-31) Saddle Creek. (DEVAPP-23-0216)

## Description of Agenda Item:

The purpose of the Final Plat is to dedicate easements necessary for the construction of a medical office building on the northeast corner of Lot 2. The plat conforms to the Site Plan and development standards of Planned Development-31.

As companion items, the Site Plan (DEVAPP-23-0216) is on the Planning \& Zoning Commission agenda.

## Attached Documents:

1. Location Map
2. Final Plat

## Town Staff Recommendation:

Town Staff recommends approval of the Final Plat, subject to approval of all additions and/or alterations to the easements and dedications.




## DEVAPP-23-0215

Saddle Creek Commercial




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