



TOWN OF TROPHY CLUB

1 Trophy Wood Drive
Trophy Club, Texas 76262

MEETING AGENDA

PLANNING & ZONING COMMISSION

December 12, 2024

6:00 PM

Council Chambers

CALL TO ORDER AND ANNOUNCE A QUORUM

PUBLIC COMMENT(S)

This is an opportunity for citizens to address the Board/Commission on any matter pursuant to Texas Government Code Sec. 551.007. The Board/Commission is not permitted to discuss or take action on any presentations made concerning matters that are not listed on the agenda. Presentations are limited to matters over which the Board/Commission has authority. Speakers have up to three (3) minutes or the time limit determined by the Presiding Officer. Each speaker must have submitted their request to speak by completing the Speaker's Form or may email asantos@trophyclub.org.

REGULAR ITEMS

1. Board Training. (Brandon Wright, Town Manager)
 1. Introduction of members.
 2. Board Training and Planning and Zoning Commission Roles and Responsibilities.

2. **Case PD-AMD-24-004 PD 13 Amendment, Tract 1, Ship Shop**

Conduct a public hearing to consider testimony and make a recommendation to the Town Council on a rezoning made by the Applicant, The Ship Shop, to amend Planned Development District -13 (PD-13), Tract 1 to allow for Truck and Trailer Rental as an accessory use with outdoor storage and display of vehicles. The subject property is legally described as The Village at Trophy Club, Lot 1, approximately 3.79 acres, Denton County, Texas and is generally located at the northwest corner of Trophy Club Drive and SH 114. The property is addressed as 2003 E TX-114, Suite 340, Trophy Club, Texas. (Matt Cox, Community Development Director)

3. **Case RP-24-001 The Highlands At Trophy Club, Neighborhood 5, Phase 2B, Lot 23R, Block G (Gardner Replat)**

Conduct a public hearing to consider testimony and make a recommendation to the Town Council on a replat request made by Deric Gardner on Lot 23R, Block G of The Highlands at Trophy Club Neighborhood 5, Phase 2B, approximately 0.292 acres of land, for the addition of unplatted land. The property is addressed as 2643 Highlands Court and

situated in the Rosalinda Allen Survey, Abstract No. 17, Town of Trophy Club, Denton County, Texas. (Gardner Replat). (Matt Cox, Community Development Director)

4. Consider approval of the September 5, 2024, Planning & Zoning meeting minutes. (A. Santos)

ADJOURN

The Board/Commission may convene into executive session to discuss posted items as allowed by Texas Government Code Sections 551.071 through 551.076 and Section 551.087.

Notice is hereby given that a quorum of the Town of Trophy Club Town Council may be in attendance at this meeting. The Town Council will not deliberate or take any action.

CERTIFICATION

I do hereby certify that the Notice of Meeting was posted on the bulletin board at the Town Hall for the Town of Trophy Club, Texas, in a place convenient and readily accessible to the general public at all times on the following date and time: December 6, 2024, at 3:00 PM, and said Notice of Meeting was also posted concurrently on the Town's website in accordance with Texas Government Code Ch. 551 at least 72 hours prior to the scheduled time of said meeting.

Matt Cox
Director of Community Development

If you plan to attend this public meeting and have a disability that requires special needs, please contact the Town Secretary's Office at 682.237.2900, 48 hours in advance, and reasonable accommodations will be made to assist you.



**PLANNING & ZONING COMMISSION
COMMUNICATION**

MEETING DATE: December 12, 2024

FROM: Brandon Wright, Town Manager

AGENDA ITEM: Board Training. (Brandon Wright, Town Manager)

1. Introduction of members.
2. Board Training and Planning and Zoning Commission Roles and Responsibilities.

BACKGROUND/SUMMARY:

BOARD REVIEW/CITIZEN FEEDBACK: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. TC Board Training 2024
2. PZ Roles and Responsibilities

ACTIONS/OPTIONS:

N/A



Board & Commission Orientation/Training

FY 2024-2025

Purpose/Overview

To provide new and existing members with information to help them perform professionally and effectively.

General Session Topics to be Covered:

- ✓ Roles
- ✓ Meetings/Agendas
- ✓ Rules/Parliamentary Procedures
- ✓ Attendance
- ✓ Conflict of Interest
- ✓ External Training
- ✓ Medial Relations
- ✓ Town Email
- ✓ Boards & Commissions Manual
- ✓ Questions

(Some information may not be applicable to the board you serve on)

Roles

Staff Liaison

- ✓ Town Manager assigns staff liaisons
- ✓ Prepare and distribute meeting calendars, agendas, etc.
- ✓ Ensure board activities adhere to Texas Open Meetings Act.
- ✓ Support staff takes meeting minutes
- ✓ Board Members may not direct or manage staff
- ✓ Boards may request staff assistance, but significant work must be approved by the Town Manager

Roles

Chair/Vice Chair

- ✓ The Town Council appoints chair and in some instances vice chair for certain boards.
- ✓ All other chair/vice chair elected by the board.
- ✓ Appointed/Elected each October for one year.
- ✓ Chair presides over meetings and may vote.
- ✓ Vice Chair presides in the absence of chair.
- ✓ If both chair and vice chair are absent, the board shall appoint one of its members to act as the presiding officer.

Roles

Alternates

- ✓ Alternates serve as voting members when a regular member is absent.
- ✓ The selection of an alternate is based on their place number.
- ✓ If alternate member #1 is unable to serve, alternate member #2 will take their place, and so on.

Roles

Responsibilities

- ✓ Representation
- ✓ Avoidance of Contacts & Individual Discussions
- ✓ Authority of Board Members
- ✓ Being an Effective Board Member

Roles

Being an Effective Board Member

- ✓ Be prepared
- ✓ Ask Questions
- ✓ Know the law
- ✓ Maintain focus
- ✓ Be courteous
- ✓ Be punctual
- ✓ Active participation
- ✓ Watch/Listen

Meetings/Agendas

- Meeting: The Texas Open Meetings act defines a “meeting” as any deliberation between a quorum of members of a governmental body at which any public business or public policy is discussed.
- Notice of Meeting
 - Notice of each meeting must be posted 72 hours prior to the meeting.
 - Each agenda must state time, place and provide “full and adequate notice” of the subjects to be considered
- Agenda
 - Call to Order
 - Public Comment (required on all agendas)
 - Law only allows Board to make a factual comment, recite an existing policy, or advise that subject will be placed on agenda at a later date.

Meetings/Agendas

- Regular Items
- Executive Session
 - All boards, commissions, committees and corporations must consult with the Town Attorney's Office prior to scheduling a closed session.
 - Closed meetings are authorized under the Texas Open Meetings Act only under certain cases
- Adjourn

Rules/ Parliamentary Procedure

Parliamentary Procedure is a set of rules for conduct at meetings, that allows everyone to be heard & to make decisions without confusion. The Town uses Robert's Rules as a "guide".

I move to amend a motion by...

I move to recess the meeting

I move to table

I move to end debate

Point of privilege

Point of order

I move to postpone

I move adjourn the meeting

Call the question



Attendance

Your attendance at meetings is very important and is documented by your staff liaison. A report is provided to Town Council during the annual appointment/reappointment process for review & consideration.



Applicable to all members – regular or alternate positions.

Conflict of Interest

Members must carefully review the City Code of Ethics upon appointment. If a Member has a conflict of interest regarding any item that is presented or required to be presented to the body for discussion or approval, the Member must

- (1) file a written statement to disclose the conflict of interest to the Chair and remaining Members;
- (2) abstain from any discussion on the matter with City staff or any other Members; and
- (3) recuse themselves from the meeting when the item is being discussed or considered by the body

External Training Opportunities



Examples...

North Central Texas Council of Governments (COG)

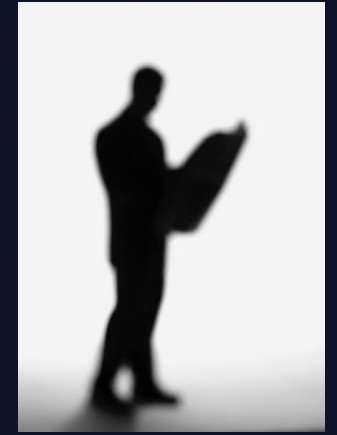
- Planning & Zoning Series
- Making Meetings Matter: Effective Meeting Strategies

Texas Municipal Clerks Association

- Parliamentary Procedure

Other local opportunities throughout the year

Media Relations & Social Media Postings



Word of Caution:

Be cautious when communicating with the media or posting information on social media sites using your title so it doesn't give the impression you are making a statement or opinion that is representative of the entire board or commission you serve on.

Town Email

All board members receive a town e-mail.

- Use of Town Email for Official Business
- Compliance with Texas Public Information Act.
- Texas Open Meetings Act Considerations
- Requests for Information



BOARD & COMMISSION MANUAL



A new manual has been drafted and will be distributed to each board member following Town Council approval.

Questions



Planning & Zoning Commission

General Roles and Responsibilities

Overview of the Commission

- Established to advise the Town Council on physical development.
- Consists of 7 citizens appointed by the Council.
- Members serve 2-year terms, with staggered appointments.
- Town Council appoints the Chair.
- Commission appoints Vice Chair.

Purpose and Objectives

- Serve as an advisory board to the Council.
- Address zoning and planning of land and public improvements.
- Provide input on streets, utilities, and civic improvements.
- Recommend annexation plans and regulatory ordinances.

Powers and Duties

- Recommend a comprehensive master plan for Town development.
- Conduct periodic reviews of the master plan.
- Hold public hearings on zoning changes.
- Recommend changes to zoning plans, maps, and ordinances.

Powers and Duties Con't

- Review and act on subdivision/platting proposals.
- Ensure land development aligns with the comprehensive master plan.
- Hold hearings and meetings as mandated by the Council.
- Provide recommendations based on collected information.

Meetings and Voting

- Meetings are typically held on the 1st Thursday of each month as needed
- All meetings are subject to the Texas Open Meetings Act
- Quorum: A majority of members (4 members)

Key Responsibilities

- Ensure compliance with state laws and Town ordinances.
- Uphold the Town's vision through zoning and planning efforts.
- Support Council in achieving development goals.



PLANNING & ZONING COMMISSION COMMUNICATION

MEETING DATE: December 12, 2024

FROM: Matt Cox, Director of Community Development

AGENDA ITEM: Case PD-AMD-24-004 PD 13 Amendment, Tract 1, Ship Shop

Conduct a public hearing to consider testimony and make a recommendation to the Town Council on a rezoning made by the Applicant, The Ship Shop, to amend Planned Development District -13 (PD-13), Tract 1 to allow for Truck and Trailer Rental as an accessory use with outdoor storage and display of vehicles. The subject property is legally described as The Village at Trophy Club, Lot 1, approximately 3.79 acres, Denton County, Texas and is generally located at the northwest corner of Trophy Club Drive and SH 114. The property is addressed as 2003 E TX-114, Suite 340, Trophy Club, Texas. (Matt Cox, Community Development Director)

BACKGROUND/SUMMARY: The subject property is Tract 1, Retail Uses, of Planned Development District-13 (PD-13) and is located at the northwest corner of SH 114 and Trophy Club Drive. The applicant, The Ship Shop- David W. Sanders, has requested an amendment to PD-13 to allow for Truck and Trailer Rental as an accessory use with outdoor storage and display of vehicles.

PROPERTY LOCATION



The Town of Trophy Club's Zoning Ordinance and PD-13 do not include a definition for Truck and Trailer Rental and the following definition is proposed:

Truck and Trailer Rental:

The display and offering for rent of trucks (maximum size 26 feet/medium duty) and trailers

designed to be towed by vehicles.

The following is a summary of the application request and recommendation:

Item for consideration	Applicant's Request	Recommendation
Location for Truck & Trailer Vehicle Parking	Front row of parking along SH 114	Second row of parking along SH 114
Parking or uses behind retail center	None	No parking behind center (Trucks beep in reverse per U-Haul and Fire Lane)
Quantity of Vehicles to be parked on Tract 1		
Cargo Vans	2 full-time 1 additional in-transit	2 full-time 1 additional in-transit
Cargo Trailers 4'x8', 5'x8', 6'x12'	1 full-time Trailer 4 additional in-transit	1 full-time Trailer 2 additional in-transit
Utility Trailers 4'x7', 5'x8', 5'x9', 6'x12'	None requested	*
Pick-Up Trucks 10', 15', 20', 26'	None One (1) 10' truck Any other size truck would be an in-transit basis	None One (1) 10' truck Any other size truck would be an in-transit basis
PODS	None	None
Hitch Installation	None	None
Additional Signage	None required	None required
Existing Parking		Identify a maximum number of spaces to be utilized for Trailer & Truck Rental (includes full-time number and in/out count)
Max. number of business with Truck and Trailer Rental accessory use on Tract 1		One (1) business
Max. number of parking spaces in middle parking row to be dedicated/assigned for U-Haul		Ten (10) spaces

Existing Parking and Conditions:

PD-13 requires one (1) parking space per 200 square feet of building area. Denton County Central Appraisal District (DCAD) illustrates the building's square footage to be 37,500 square feet. The shopping center's architectural site plan states 187 parking spaces are required, and

176 spaces are provided.

The proposed parking location on the aerial provided by the applicant identifies a total of 10 parking spaces being dedicated as five (5) spaces truck space and five (5) van spaces. Regular parking spaces will not accommodate 20 and 26 foot trucks and if parked at an angle, will take up more spaces.

Field observations have yielded there is no shortage of parking available since on and off-peak parking demand occurs at varying times. It is recommended the PD amendment identifies a minimum number of parking spaces for Tract 1 and the suggested number is 165 spaces. Additionally, the PD amendment shall identify a maximum number of parking spaces dedicated to the Truck and Trailer Rental accessory use as ten (10) spaces.

Public Hearing Notifications:

Notice of the public hearing was distributed as required by The Town of Trophy Club Zoning Ordinance and State Law.

BOARD REVIEW/CITIZEN FEEDBACK: At the time of the agenda packet preparation, no inquiry regarding the parking spaces had been received. No letters in support of or opposition to the item have been received.

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Ship Shop Application
2. Ship Shop PD Amend Notification Map

ACTIONS/OPTIONS:

Should the Planning and Zoning Commission recommend the PD-13 amendment application for approval to the Town Council, it is suggested the PD amendment include the following conditions:

1. Add the definition and accessory use for Truck and Trail Rental use to PD-13, Tract 1 as outlined in this report;
2. A maximum of one (1) business in Tract 1 shall be permitted to operate the Truck and Trailer rental accessory use;
3. Relocate truck and trailer rental parking space locations to the middle parking aisle;
4. Prohibit truck and trailer rental parking and activities associated with the use behind the shopping center;
5. Identify maximum number of full-time and in-transit vans, cargo trailers, utility trailers, and trucks to be parked at any time;

6. Provide for minimum number of parking spaces on Tract 1 as 165 spaces exclusive of the truck and trailer rental spaces;
7. Storage containers will not be permitted to be on display or stored on-site;
8. No hitch installations will occur on-site; and
9. No additional signage for truck and trailer rental is permitted.

SITE PLAN/ZONING APPLICATION

APPLICATION TYPE – CHECK THE APPROPRIATE BOX BELOW

- Straight Zone Change
 Planned Development (PD) District
 Conditional/Specific Use Permit (CUP/SUP)
 Temporary Use Permit (TUP)
 Meritorious Exception
 Site Plan
 Amendment to PD, CUP, SUP, Site Plan

PROPERTY INFORMATION

Project Name: _____ Total Lots: _____
 Property Address: 2003 E HWY 114 #340 Total Acres: _____
 Legal Description: _____ DCAD/TAD TAX ID: 83-3259742
 Current Use of Property: THE VILLAGES AT TROPHY CLUB Current Zoning: _____
 Description of Request: AMENDMENT TO PD SITE PLAN Proposed Zoning: _____

APPLICANT / OWNER INFORMATION

Applicant

Owner (If Different)

Company Name: <u>THE SHIP SHOP</u> Contact Name: <u>DAVID W SANDERS</u> Address: <u>2003 E HWY 114 STE 340</u> City, State, Zip: <u>Trophy Club, TX 76262</u> Phone: <u>817 300 4636</u> Email: <u>shipshop76262@yahoo.com</u> Signature: <u>David W Sanders</u>	Company Name: <u>GRACE DEVELOPMENT</u> Contact Name: <u>FRED GRACE</u> Address: <u>3309 FAIRMONT DR.</u> City, State, Zip: <u>NASHVILLE, TN 37203</u> Phone: <u>615-385-5433</u> Email: <u>jstadler@gracedevelopment.com</u> Signature: _____
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

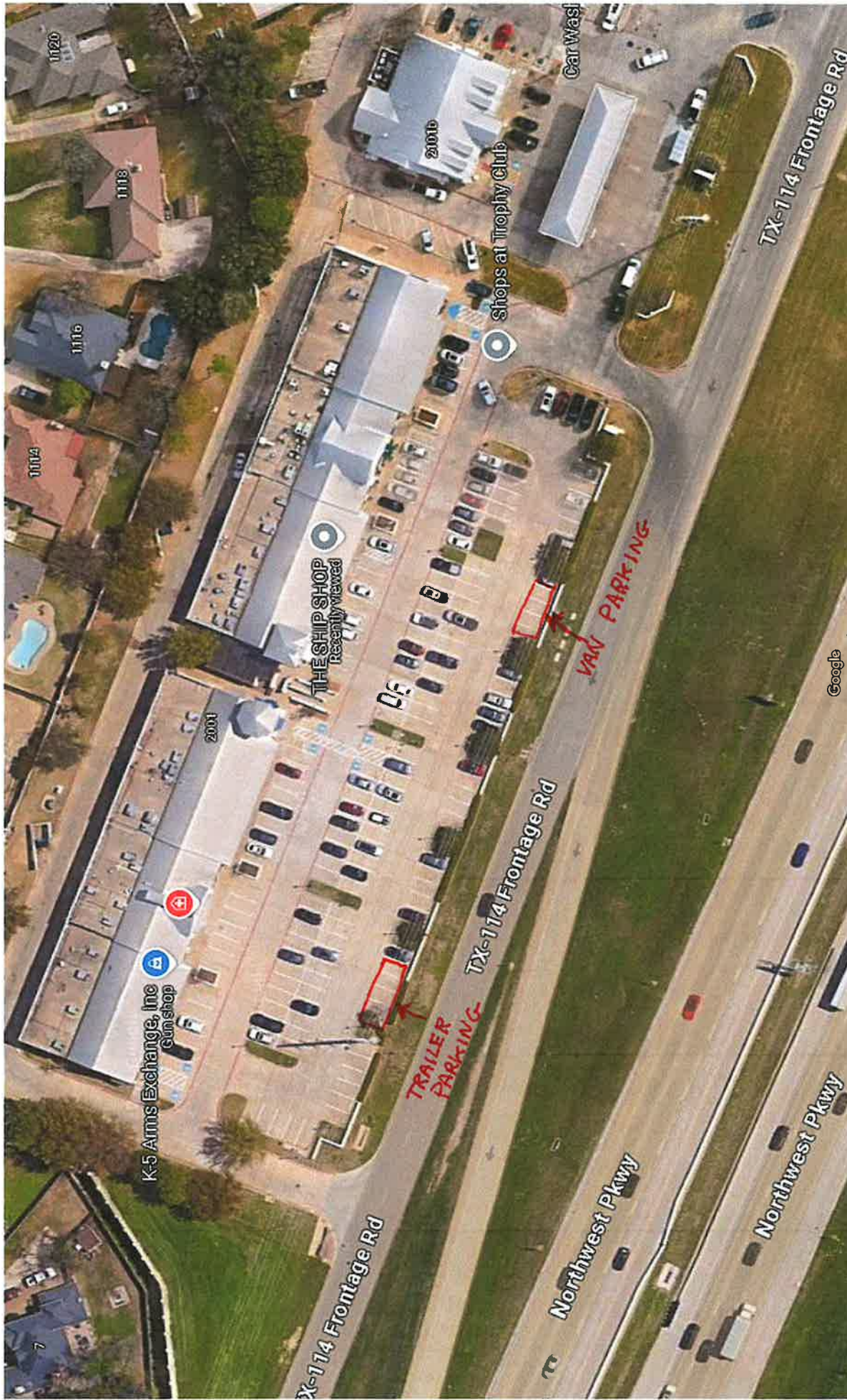
NOTE: The property owner must sign the application or submit a notarized letter of authorization.

APPLICATION REQUIREMENTS

STAFF USE ONLY

- DISCLAIMER: The Town of Trophy Club only enforces Town ordinances, and approval or denial of an application is based on that authority. Permit approval does not exempt the applicant from Covenants & Restrictions and/or HOA regulations.
- All required information, plans and signatures shall be completed prior to application submittal. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.
- One (1) folded and collated 24" x 36" plan sets shall be submitted with this application in addition to a digital set in pdf format on a thumb drive or emailed to Planning staff.
- All required application fees shall be paid upon submittal of this application.
- In addition to this application form, a detailed description of the request including all relevant project information shall be attached on a separate sheet to this application.

Date Received: 10-16-24
 Received by: Shad
 Fee Paid: \$500.00
 Payment Type/Check #: 10137
 Receipt #: 11095
 Case #: ZFEE-000216-2024





PUBLIC HEARING NOTICE

A request made by the Applicant, The Ship Shop, to amend Planned Development District -13 (PD-13), Tract 1 to allow for Truck and Trailer Rental as an accessory use with outdoor storage and display of vehicles. The subject property is legally described as The Village at Trophy Club, Lot 1, approximately 3.79 acres, Denton County, Texas and is generally located at the northwest corner of Trophy Club Drive and SH 114. The property is addressed as 2003 E TX-114, Suite 340, Trophy Club, Texas.



PLANNING & ZONING COMMISSION COMMUNICATION

MEETING DATE: December 12, 2024

FROM: Matt Cox, Director of Community Development

AGENDA ITEM: **Case RP-24-001 The Highlands At Trophy Club, Neighborhood 5, Phase 2B, Lot 23R, Block G (Gardner Replat)**

Conduct a public hearing to consider testimony and make a recommendation to the Town Council on a replat request made by Deric Gardner on Lot 23R, Block G of The Highlands at Trophy Club Neighborhood 5, Phase 2B, approximately 0.292 acres of land, for the addition of unplatted land. The property is addressed as 2643 Highlands Court and situated in the Rosalinda Allen Survey, Abstract No. 17, Town of Trophy Club, Denton County, Texas. (Gardner Replat). (Matt Cox, Community Development Director)

BACKGROUND/SUMMARY: The applicant, Deric Gardner, approached the Town of Trophy Club to acquire the land behind his lot, between his existing rear lot line and the lift station site for Trophy Club Municipal Utility District No. 1. The Town sold the land to Mr. Gardner earlier this year and part of the requirements for the sale included replatting the properties into one lot.

PROPERTY LOCATION



Texas Local Government Code requires property that is five (5) acres and under to be platted to transfer ownership. Additionally, should the applicant wish to apply for a building permit for additional structures/expansion of existing structure(s) on the property, the property must be platted to issue a permit.

Public Hearing Notifications:

Notice of the public hearing was distributed as required by The Town of Trophy Club Zoning Ordinance and State Law.

BOARD REVIEW/CITIZEN FEEDBACK: At the time of agenda packet publication, staff has not received any letters in support of or in opposition to the zoning change request.

FISCAL IMPACT: N/A

LEGAL REVIEW: This item is under review by the Town Attorney.

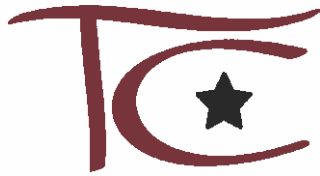
ATTACHMENTS:

1. Gardner Replat Application
2. Gardner Replat Notice Map
3. Replat Gardner with redline comments
4. The Willow Estates Final Plat Filed

ACTIONS/OPTIONS:

The Replat for The Highlands at Trophy Club, Neighborhood 5, Phase 2B, Lot 23R, Block G is recommended for approval subject to the following conditions:

1. The Final Plat exhibit shall address the review comments outline in the attachment; and
2. Signatures, certified tax certificate, and required filing fees shall be provided to City staff prior to filing at the county.



TOWN OF TROPHY CLUB

1 Trophy Wood Drive | Trophy Club, TX 76262 | 682.237.2900

PLAT APPLICATION

PLAT TYPE – CHECK THE APPROPRIATE BOX BELOW

Preliminary Plat Final Plat Replat Amended Plat Short Form Plat Vacating Plat

PROPERTY INFORMATION

Project Name: Gardner Replat Total Lots: 2

Property Address: 2643 Highlands Ct Trophy Club, TX 76262 Total Acres: .244

Legal Description: The Highlands at Trophy Club Neighborhood 5 DCAD/TAD TAX ID: PH20 B1K G1 Lot 23

APPLICANT / OWNER INFORMATION

Applicant

Owner (If Different)

Company Name: Deric Gardner

Company Name: _____

Contact Name: Deric Gardner

Contact Name: _____

Address: 2643 Highlands Ct

Address: _____

City, State, Zip: Trophy Club, TX 76262

City, State, Zip: _____

Phone: 817-608-1555

Phone: _____

Email: dg@rhinomedical.com

Email: _____

Signature: [Signature]

Signature: _____

NOTE: The property owner must sign the application or submit a notarized letter of authorization.

APPLICATION REQUIREMENTS

STAFF USE ONLY

- **DISCLAIMER:** The Town of Trophy Club only enforces Town ordinances, and approval or denial of an application is based on that authority. Permit approval does not exempt the applicant from Covenants & Restrictions and/or HOA regulations.
- All required information, plans and signatures shall be completed prior to application submittal. **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**
- Five (5) folded and collated 24" x 36" plat sets shall be submitted with this application in addition to a digital set in pdf format on a thumb drive or emailed to Planning staff.
- All required application fees shall be paid upon submittal of this application.
- This application shall not be considered administratively complete until Town staff determines that the application meets all requirements of applicable Town codes so that it may be reviewed by the Planning & Zoning Commission, has been placed on the agenda for the Commission, and the agenda has been posted as required by law. An incomplete application shall not be considered "filed" with the Town as defined in the subdivision regulations, but shall be returned to the applicant for completion and resubmittal.

Date Received: 11-18-24

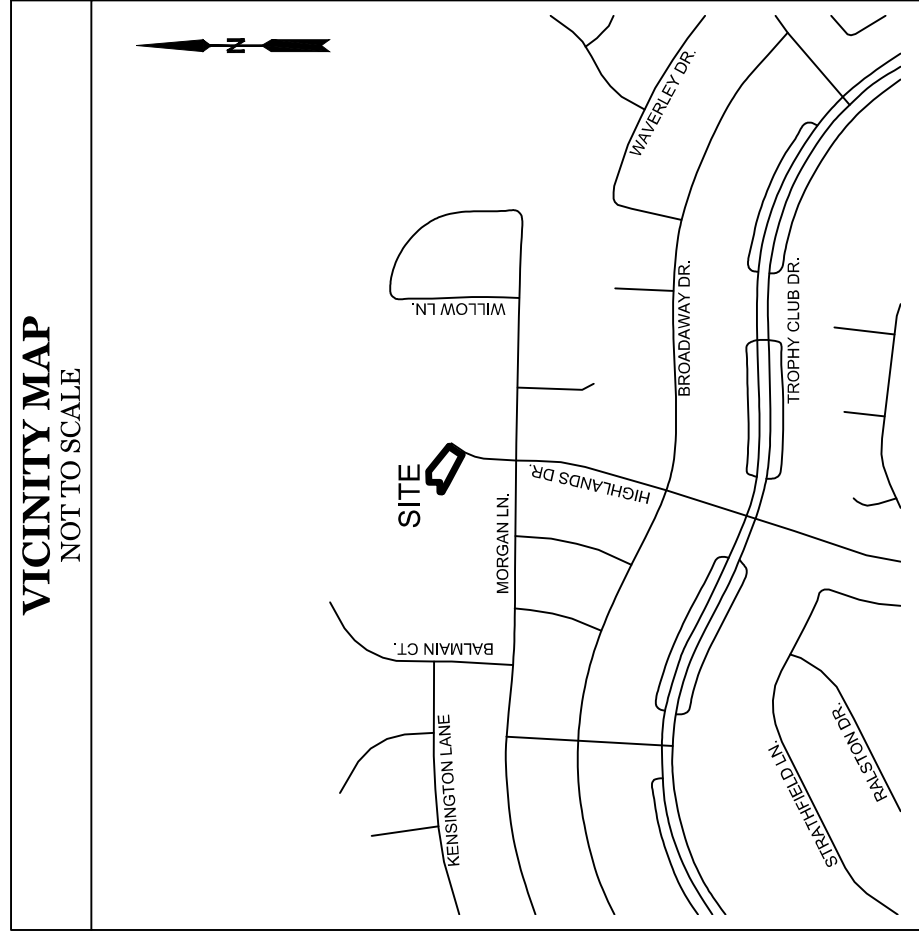
Received by: Matt

Fee Paid: \$310.00

Payment Type/Check #: _____

Receipt #: 00011219

Case #: PLT-000222-2024



- GENERAL NOTES**
- 1.) The purpose of this replat is to merge an existing lot of record and an unplatted tract of land to create one (1) lot of record.
 - 2.) Flood Statement: The subject tract lies within "Unshaded Zone X" as shown on the Flood Hazard Insurance Rate Maps for Denton County, Texas.
 - 3.) The bearings and grid coordinates shown on this plat are based on GPS observations utilizing the Allterra RTKNET Cooperative network, NAD 83(2011) State Plane Coordinate System (Texas North Central Zone - 4202).
 - 4.) Salling a portion of this addition by metes and bounds is a violation of the Ordinance and State Law, and is subject to fines and withholding of utilities and building permits.
 - 5.) All interior property corners are marked with a 1/2-inch iron rod with a green plastic cap stamped "EAGLE SURVEYING" unless noted otherwise.
 - 6.) This plat does not alter or remove existing deed restrictions, if any, on this property.
 - 7.) Entity shall be responsible for the operation and maintenance of any commonly held property and releases the Town of Trophy Club from such responsibility. Should the entity responsible for maintenance of common held property fail to perform the function, the Town has the authority to provide appropriate maintenance and repair and collect appropriate fees and reimbursements.
 - 8.) The Town or the MUD, as applicable, shall issue no permit until the completion of all dedicated improvements, and acceptance of such improvements associated with the subdivision, are approved by the Town.

CERTIFICATE OF APPROVAL

TOWN COUNCIL and PLANNING & ZONING COMMISSION APPROVAL

APPROVED: _____

BY: _____

MAYOR _____

ATTEST: _____

TOWN SECRETARY _____

PLANNING AND ZONING COMMISSION CHAIRMAN _____

DATE: _____

LEGEND

PG = PAGE
VOL = VOLUME
CAB = CABINET
POB = POINT OF BEGINNING
IRF = IRON ROD FOUND
CIRS = CAPPED IRON ROD SET
DOC. NO. = DOCUMENT NUMBER
P.R.D.C.T. = PLAT RECORDS
O.R.D.C.T. = OFFICIAL RECORDS,
DENTON COUNTY, TEXAS
R.P.R.D.C.T. = REAL PROPERTY RECORDS,
DENTON COUNTY, TEXAS

Eagle Surveying, LLC
222 South Elm Street
Suite: 200
Denton, TX 76201
940.222.3009
www.eaglesurveying.com
TX Firm # 10194177

OWNER'S CERTIFICATE

STATE OF TEXAS §
COUNTY OF DENTON §

WHEREAS, **DERIC GARDNER**, is the owner of a 0.292 acre tract of land out of the Rosalinda Allen Survey, Abstract Number 17, out of the Town of Trophy Club, Denton County, Texas, being all of Lot 23, Block G, The Highlands At Trophy Club, Neighborhood 5, Phase 2B, a subdivision of record in Document Number 2011-70, Plat Records, Denton County, Texas, and conveyed to Deric S. Gardner by special warranty deed with vendor's lien of record in Document Number 2012-80050, Official Records, Denton County, Texas, and being all of a called 0.05 acre tract of land conveyed to Deric Gardner by Special Warranty Deed of record in Document Number 2024-69304 of said Official Records, and being more particularly described by metes & bounds as follows:

BEGINNING, at an X-rod found in the Northwest eight-of-way line of Highlands Court, (right-of-way width varies), being the East corner of said Lot 23, also being a corner in the South line of a called 85.572 acre tract of land conveyed to the Town of Trophy Club, Texas, by special warranty dedication deed of record in Document Number 2008-13746 of said Official Records, said point marking the beginning of a curve to the left, having a radius of 340.02 feet, a delta angle of 10°57'45", and a chord bearing and distance of S33°45'48"W, 64.96 feet;

THENCE, along the Northwest right-of-way line of Highlands Court, being the Southeast line of said Lot 23, along said curve for an arc distance of 65.06 feet to a 1/2" iron rod with a green plastic cap stamped "EAGLE SURVEYING" set for the South corner of said Lot 23, also being the East corner of Lot 22 of said Block G;

THENCE, N61°43'05"W, departing the Northwest right-of-way line of Highlands Court, along the Southwest line of said Lot 23, being the common Northeast line of said Lot 23, a distance of 135.16 feet to a 1/2" iron rod with a green plastic cap stamped "EAGLE SURVEYING" set for the West corner of said Lot 23, also being the North corner of said Lot 22, also being the East corner of a called 1,802 square foot tract of land conveyed to Guy and Megan Grivas by Special Warranty Deed of record in Document Number 2018-116273 of said Official Records, also being the South corner of said 0.05 acre tract, from which a 306" iron rod with a yellow plastic cap stamped "JACOBS" found for the West corner of said Lot 22, and the South corner of said Grivas tract bears S22°35'46"W, a distance of 91.23 feet;

THENCE, N62°11'59"W, along the South line of said 0.05 acre tract, being the common North line of said Grivas tract, a distance of 40.13 feet to a 1/2" iron rod with a green plastic cap stamped "EAGLE SURVEYING" set in the East line of a tract of land conveyed to Beck Properties Trophy Club, L.P., by special warranty deed of record in Document Number 93-R0087516, Real Property Records, Denton County, Texas, and further described as a called 4,209 acre tract of land (Pac 2H) in Document Number 2008-51692 of said Official Records; being the Southwest corner of said 0.05 acre tract, also being the Northwest corner of said Cirs tract, from which a 58" iron rod with a green plastic cap stamped "JACOBS" found for the West corner of said Lot 22, and the South corner of said Grivas tract bears S00°09'06"E, a distance of 162.76 feet;

THENCE, N00°00'06"W, with the West line of said 0.05 acre tract, being the common East line of said 4,209 acre tract, a distance of 5.46 feet to a 1/2" iron rod with a green plastic cap stamped "EAGLE SURVEYING" set, being the West line of said 0.05 acre tract;

THENCE, departing the East line of said 4,209 acre tract, along the North line of said 0.05 acre tract, the following three (3) courses and distances:

1. N89°49'07"E, a distance of 40.74 feet to a 1/2" iron rod with a green plastic cap stamped "EAGLE SURVEYING" set for a re-entrant corner of said 0.05 acre tract;
2. N00°44'56"W, a distance of 45.21 feet to a 1/2" iron rod with a green plastic cap stamped "EAGLE SURVEYING" set for the Northerly Northwest corner of said 0.05 acre tract;
3. N87°32'51"E, a distance of 45.84 feet to a 1/2" iron rod with a green plastic cap stamped "EAGLE SURVEYING" set in the South line of said 85.572 acre tract, being the Northeast corner of said 0.05 acre tract, also being the North corner of said Lot 23;

THENCE, S50°45'17"E, along the Northeast line of said Lot 23, being the common South line of said 85.572 acre tract, a distance of 135.16 feet to the **POINT OF BEGINNING**, and containing an area of 0.292 acres (12,705 square feet) of land, more or less.

OWNER'S DEDICATION

NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS

THAT, **DERIC GARDNER**, do hereby adopt this plat, designating the herein described property as **THE HIGHLANDS AT TROPHY CLUB, NEIGHBORHOOD 5, PHASE 2B, LOT 23R, BLOCK G**, an addition to the Town of Trophy Club, Denton County, Texas, and do hereby dedicate to the public's use forever, the streets and easements shown thereon.

WITNESS, my hand this _____ day of _____, 2024.

DERIC GARDNER _____

STATE OF TEXAS §
COUNTY OF DENTON §

BEFORE ME, the undersigned authority in and for the State of Texas, on this day personally appeared **DERIC GARDNER**, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF THE OFFICE this _____ day of _____, 2024.

Notary Public in and for the State of Texas

CERTIFICATE OF SURVEYOR

STATE OF TEXAS §
COUNTY OF DENTON §

I, **MATTHEW RAABE**, Registered Professional Land Surveyor, do hereby certify that this plat was prepared from an actual survey made on the ground and that the monuments shown hereon were found or placed with 1/2-inch iron rods with green plastic caps stamped "EAGLE SURVEYING" under my direction and supervision in accordance with the current provisions of the Texas Administrative Code and the Ordinances of the Town of Trophy Club, Denton County, Texas.

PRELIMINARY
This document shall not be recorded for any purpose until it is approved by the Public Utility Commission and relied upon as a final survey document.

Matthew Raabe, P.L.S. # 6402 _____ Date _____

STATE OF TEXAS §
COUNTY OF DENTON §

BEFORE ME, the undersigned authority, on this day personally appeared **MATTHEW RAABE**, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF THE OFFICE this _____ day of _____, 2024.

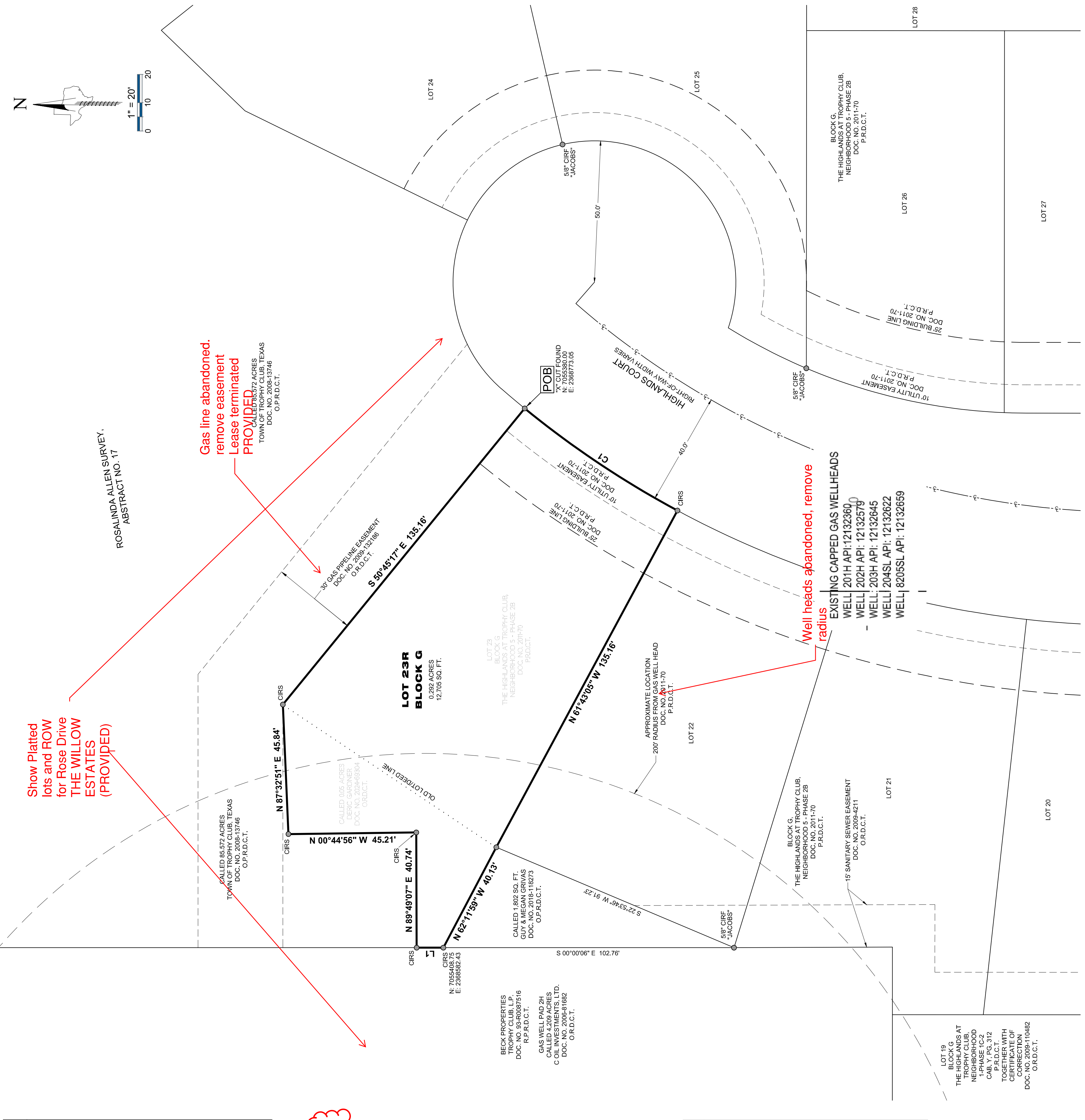
John Cox, Notary Public in and for the State of Texas

REPLAT
THE HIGHLANDS AT TROPHY CLUB, NEIGHBORHOOD 5, PHASE 2B
LOT 23R, BLOCK G
0.292 ACRES

BEING A REPLAT OF LOT 23, BLOCK G, THE HIGHLANDS AT TROPHY CLUB, NEIGHBORHOOD 5, PHASE 2B RECORDED IN DOCUMENT NO. 2011-70, P.R.D.C.T., AND BEING A 0.05 ACRE TRACT OF LAND CONVEYED TO DERIC GARDNER

RECORDED IN DOCUMENT NO. 2024-69304, O.R.D.C.T., ROSALINDA ALLEN SURVEY, ABSTRACT NO. 17, TOWN OF TROPHY CLUB, DENTON COUNTY, TEXAS

DATE OF PREPARATION: 08-25-2024



CURVE TABLE

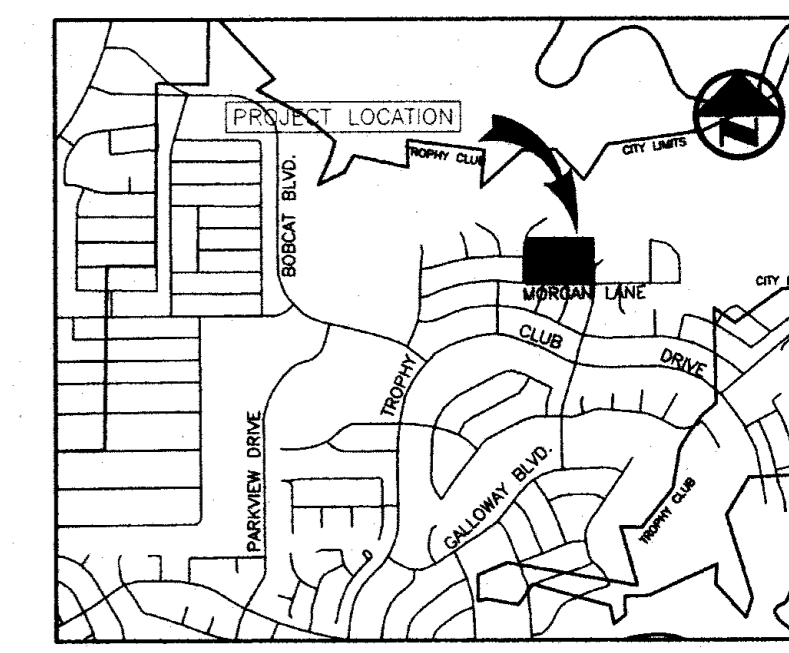
CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	65.06'	340.02'	10°57'45"	S 33°45'48" W	64.96'

LINE TABLE

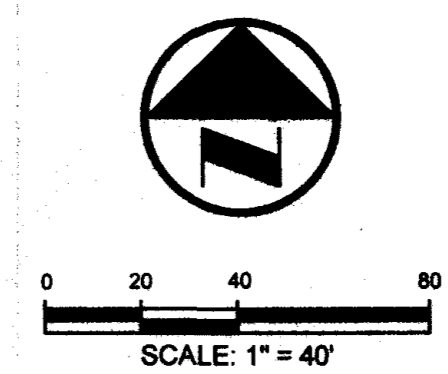
LINE	BEARING	DISTANCE
L1	N 00°00'06" W	9.46'

OWNER
Deric Gardner
2643 Highlands Court
Trophy Club, TX 76201
(817) 800-1555

SURVEYOR
Eagle Surveying, LLC
Contact: Brad Eubanks
222 S. Elm Street, Suite: 200
Denton, TX 76201
(940) 222-3009



VICINITY MAP
(NOT TO SCALE)



LEGEND

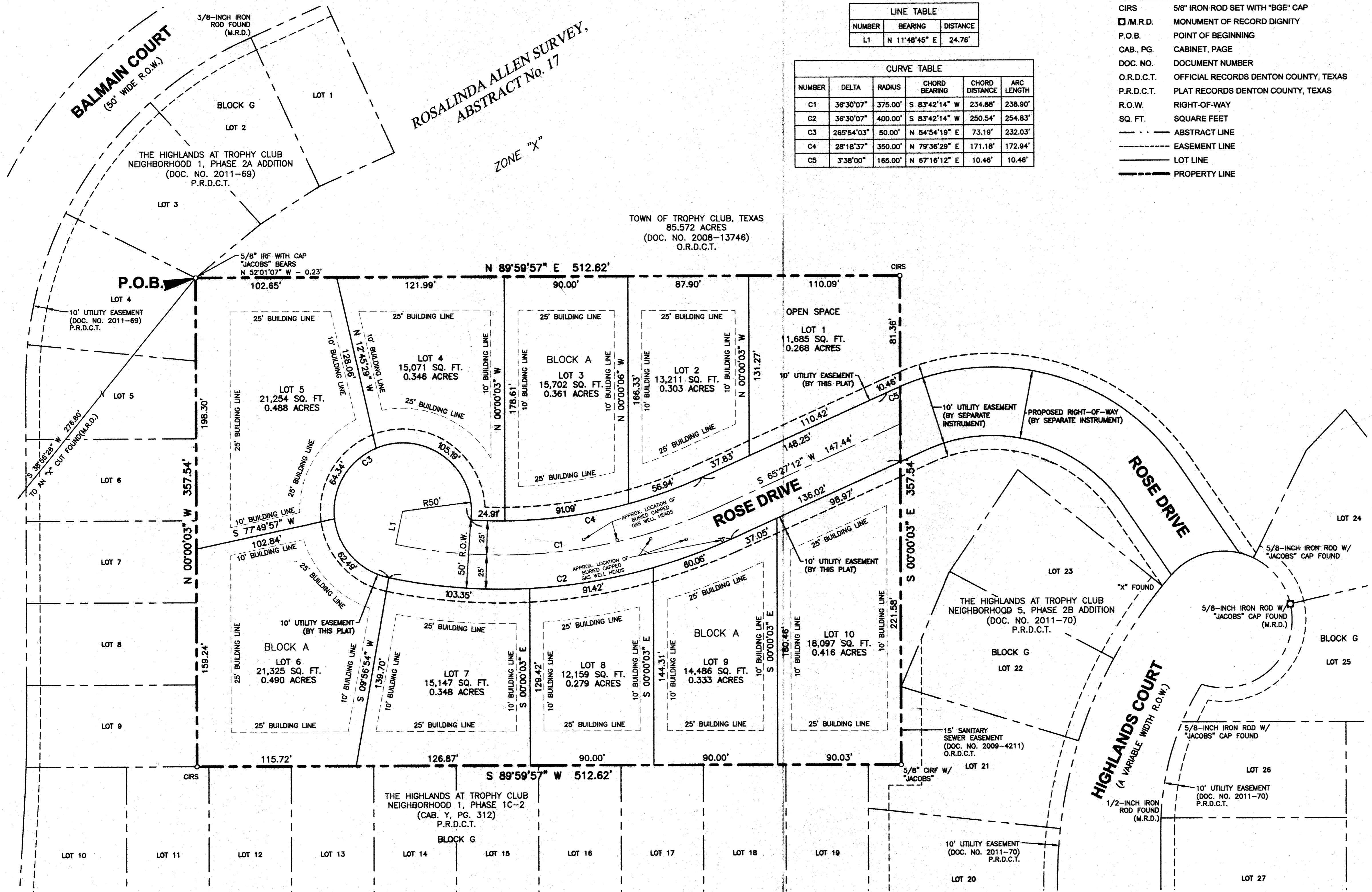
- CI RS 5/8" IRON ROD SET WITH "BGE" CAP
- /M.R.D. MONUMENT OF RECORD DIGNITY
- P.O.B. POINT OF BEGINNING
- CAB., PG. CABINET, PAGE
- DOC. NO. DOCUMENT NUMBER
- O.R.D.C.T. OFFICIAL RECORDS DENTON COUNTY, TEXAS
- P.R.D.C.T. PLAT RECORDS DENTON COUNTY, TEXAS
- R.O.W. RIGHT-OF-WAY
- SQ. FT. SQUARE FEET
- ABSTRACT LINE
- EASEMENT LINE
- _____ LOT LINE
- ===== PROPERTY LINE

LINE TABLE

NUMBER	BEARING	DISTANCE
L1	N 11°48'45" E	24.76'

CURVE TABLE

NUMBER	DELTA	RADIUS	CHORD BEARING	CHORD DISTANCE	ARC LENGTH
C1	36°30'07"	375.00'	S 83°42'14" W	234.88'	238.90'
C2	36°30'07"	400.00'	S 83°42'14" W	250.54'	254.83'
C3	285°54'03"	50.00'	N 54°54'19" E	73.19'	232.03'
C4	28°18'37"	350.00'	N 79°36'29" E	171.18'	172.94'
C5	3°38'00"	185.00'	N 67°16'12" E	10.46'	10.46'



GENERAL NOTES:

1. Bearing system for this survey is based on the North American Datum of 1983, NAD2011 (Epoch 2010.00), Texas State Plane Coordinate System, North Central Zone 4202, based on observations made on May 25, 2021 with an applied combined scale factor of 1.00015063. Distances and areas shown are surface values in U.S. Survey Feet.
2. The floodplain boundaries are not shown hereon. The subject tract lies with Zone X as delineated on Flood Insurance Rate Map for Denton County, Texas and Incorporated Areas, Map Number 48121C0515G with Map Revised April 18, 2011.
Zone X - Areas determined to be outside the 0.2% annual chance floodplain
3. The Town or the Trophy Club Municipal Utility District No. 1, as applicable, shall issue no permit until the completion of all dedicated improvements, and acceptance of such improvements associated with the subdivision, are approved by the Town.
4. Trophy Club Estates HOA shall be established and shall be responsible for the operation and maintenance of any commonly held property and releases the Town of Trophy Club from such responsibility. Should the entity responsible for maintenance of common held property fail to perform the function, the Town has the authority to provide appropriate maintenance and repair and collect appropriate fees and reimbursements.
5. Selling a portion of this addition by metes and bounds is a violation of Town ordinance and State law and is subject to fines and withholding of utilities and building permits.
6. This plat does not alter or remove existing deed restrictions, if any, on this property.
7. Lot 1 is an Open Space lot and to be owned and maintained by Trophy Club Estates HOA.
8. Each homeowner will be responsible for the maintenance of the retaining wall on their property.

SJ1562A G01, S11, C28
73939 - A0017A R. ALLEN, TR 2, 4.209 AC/ALL

FINAL PLAT
THE WILLOW ESTATES
AT TROPHY CLUB

10 TOTAL LOTS
9 RESIDENTIAL LOTS
LOTS 2-10, BLOCK A
1 OPEN SPACE LOT
LOT 1, BLOCK A

BEING 4.208 ACRES OUT OF THE
ROSALINDA ALLEN SURVEY, ABSTRACT NO. 17
TOWN OF TROPHY CLUB, DENTON COUNTY, TEXAS
APRIL 2023

SHEET 1 OF 2

OWNER
TROPHY CLUB ESTATES DEVELOPMENT, LP
777 Main Street, Suite 200
Dallas, TX 75240



SURVEYOR
BGE, Inc.
777 Main Street, Suite 1900, Fort Worth, TX 76102
Tel: 817-887-6130 • www.bgeinc.com
TBPELS Registration No. 10194416

Contact: René Silvas, R.P.L.S.
Telephone: 817-752-4183 • Email: rsilvas@bgeinc.com

G:\TX\Projects\Scott Beck\8960-00-Trophy Club Sites_2H-18H\S\NOA_Final\8960-00_2H_FPL.dwg 2024-06-13 11:15 miles

OWNER'S CERTIFICATE

BEING, all of that 4.208 acre (183,283 square foot) tract of land situated in the Rosalinda Allen Survey, Abstract Number 17, in the Town of Trophy Club, Denton County, Texas, being all of that tract of land described as Trophy Club Parcel 2H in Special Warranty Deed to Trophy Club Estates Development, LP, as recorded in Instrument No. 2023-1983 of the Official Records of Denton County, Texas; said 4.208 acre tract of land being more particularly described by metes and bounds as follows:

BEGINNING, at the southeast corner Lot 3, Block G, The Highlands at Trophy Club Neighborhood 1, Phase 2A Addition, an addition to the Town of Trophy Club, as recorded in Document Number 2011-69 of the Plat Records of Denton County, Texas; said point being a southwest corner of that tract of land described in General Warranty Dedication Deed to the Town of Trophy Club, Texas as recorded in Document No. 2008-13746 of said Official Records; from said point a 5/8-inch iron rod with "JACOBS" cap found bears North 52 degrees 01 minutes 07 seconds West, a distance of 0.23 feet; and from said point an "X" cut in concrete found at the northeast corner of Lot 20, Block B of said Phase 2A Addition bears South 38 degrees 56 minutes 26 seconds West, a distance of 276.80 feet;

THENCE, North 89 degrees 59 minutes 57 seconds East, with a south line of said Town of Trophy Club tract, a distance of 512.62 feet to a 5/8-inch iron rod with "BGE" cap set at a reentrant corner in a south line of said Town of Trophy Club tract;

THENCE, South 00 degrees 00 minutes 03 seconds East, with a west line said Town of Trophy Club tract, a distance of 357.54 feet to a 5/8-inch iron rod with "JACOBS" cap found for corner; said point being a reentrant corner in the west line of Lot 21, Block G, The Highlands at Trophy Club Neighborhood 5, Phase 2B Addition, an addition to the Town of Trophy Club as recorded in Document No. 2011-70 of said Plat Records;

THENCE, South 89 degrees 59 minutes 57 seconds West, with a north line of said Lot 21 and the north line of Block G, The Highlands at Trophy Club Neighborhood 5, Phase 1C-2 Addition, an addition to the Town of Trophy Club as recorded in Cabinet Y, Page 312 of said Plat Records, a distance of 512.62 feet to a 5/8-inch iron rod with "BGE" cap set for corner in the north line of Lot 11, Block G, of said Phase 1C-2 Addition; said point being the southeast corner of Lot 9 of said Block G of said Phase 2A Addition;

THENCE, North 00 degrees 00 minutes 03 seconds West, departing the north line of Block G, of said Phase 1C-2 Addition; with the east line of Block G, of said Phase 2A Addition, a distance of 357.54 feet to the POINT OF BEGINNING and containing an area of 4.208 acres or 183,283 square feet of land, more or less.

OWNER'S DEDICATION

That, TROPHY CLUB ESTATES DEVELOPMENT, LP, does hereby adopt this plat designating the hereinabove described real property as THE WILLOW ESTATES AT TROPHY CLUB, an addition to the town of Trophy Club, Denton County, Texas, and do hereby dedicate to the public's use forever the streets and easements shown thereon.

WITNESS, my hand this the 14 Day of June, 2024.

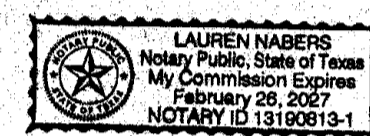
BY: [Signature]
NAME: Yochoua Arrouas
TITLE: President

STATE OF TEXAS §
COUNTY OF Dallas §

BEFORE ME, the undersigned, a Notary Public in and for The State of Texas, on this day personally appeared Yochoua Arrouas, known to me to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purpose and considerations therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the 14 day of June, 2024.

[Signature]
Notary Public, The State of Texas



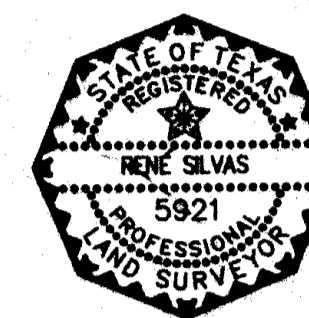
My Commission Expires 2-26-27

SURVEYOR'S CERTIFICATE

That I, René Silvas, do hereby certify that I prepared this plat from an actual and accurate survey of the land and that the corner monuments shown therein were properly placed under my supervision in accordance with the subdivision regulations of the Town of Trophy Club.

Dated this the 13 Day of June, 2024.

[Signature]
René Silvas
RPLS No. 5921



STATE OF TEXAS §
COUNTY OF TARRANT §

BEFORE ME, the undersigned, a Notary Public in and for The State of Texas, on this day personally appeared René Silvas, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purpose and considerations therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the 13 Day of June, 2024.

[Signature]
Notary Public, The State of Texas



My Commission Expires April 29, 2026

TOWN COUNCIL & PLANNING AND ZONING COMMISSION APPROVAL

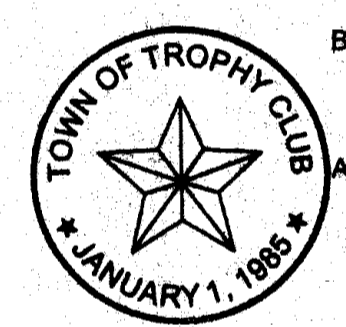
APPROVED: 5/17/2023
TOWN OF TROPHY CLUB
DENTON COUNTY, TEXAS

BY: [Signature] MAYOR

ATTEST: [Signature] TOWN SECRETARY

[Signature] PLANNING AND ZONING COMMISSION CHAIRMAN

DATE: 6/28/2024



**FINAL PLAT
THE WILLOW ESTATES
AT TROPHY CLUB**

10 TOTAL LOTS
9 RESIDENTIAL LOTS
LOTS 2-10, BLOCK A
1 OPEN SPACE LOT
LOT 1, BLOCK A

BEING 4.208 ACRES OUT OF THE
ROSALINDA ALLEN SURVEY, ABSTRACT NO. 17
TOWN OF TROPHY CLUB, DENTON COUNTY, TEXAS
APRIL 2023

SHEET 2 OF 2

OWNER
TROPHY CLUB ESTATES DEVELOPMENT, LP
13101 Preston Road, Suite 200
Dallas, TX 75240

SURVEYOR
BGE, Inc.
777 Main Street, Suite 1900, Fort Worth, TX 76102
Tel: 817-887-6130 • www.bgeinc.com
TBPELS Registration No. 10194416

Contact: René Silvas, R.P.L.S.
Telephone: 817-752-4183 • Email: rsilvas@bgeinc.com

Filed for Record
in the Official Records Of:
Denton County
On: 7/1/2024 8:20:53 AM
In the PLAT Records
WILLOW ESTATES AT TROPHY CL
Doc Number: 2024 - 231
Number of Pages: 2
Amount: 100.00
Order#: 20240701000106
By: EL



**PLANNING & ZONING COMMISSION
COMMUNICATION**

MEETING DATE: December 12, 2024

FROM:

AGENDA ITEM: Consider approval of the September 5, 2024, Planning & Zoning meeting minutes. (A. Santos)

BACKGROUND/SUMMARY:

BOARD REVIEW/CITIZEN FEEDBACK:

FISCAL IMPACT:

LEGAL REVIEW:

ATTACHMENTS:

1. PZ Meeting Minutes 09.05.2024

ACTIONS/OPTIONS:



Town of Trophy Club

1 Trophy Wood Drive
Trophy Club, Texas 76262

Special Meeting Minutes

Planning & Zoning Commission

September 5, 2024

6:00 PM

Council Chambers

CALL TO ORDER AND ANNOUNCE A QUORUM

Chairperson Biggs called the September 5, 2024, Planning & Zoning Commission to order at 6:00 PM and announced a quorum.

Commissioners Present:

Chairperson Michael Biggs
Commissioner Terry Kesterson
Commissioner Paul Jablonski
Commissioner Reginald Barbarin (arrived at 6:51 PM)

Commissioners Absent:

Commissioner Robert Stevens
Vice Chairperson Mike Branum

Staff Present:

Matt Cox, Director of Community Development
Brandon Wright, Town Manager

CITIZEN PRESENTATIONS

There were none.

Chairperson Biggs opened the public meeting at 6:01 PM

REGULAR SESSION

1. Case SUP-24-003 (Pour Sports Alcohol On-Premises)

Conduct a public hearing and consider a recommendation to the Town Council regarding a Specific Use Permit request by Pour Sports Restaurant for alcohol beverage sales on-premises consumption in conjunction with restaurant use, located at 2300 E SH 114 #500, Trophy Club, Denton County, Texas (Matt Cox, Community Development Director).

Matt Cox presented the staff report and was available for questions. Mr. Cox advised that the applicant was present for questions.

No one spoke in favor or opposition.

Chairperson Biggs closed the public meeting at 6:03 PM

Chairperson Biggs opened the floor for discussion and questions.

Commissioner Kesterson moved to recommend approval on a request for a Specific Use Permit by Pour Sports Restaurant for alcohol beverage sales on-premises consumption in conjunction with restaurant use, located at 2300 E SH 114 #500, Trophy Club, Denton County, Texas. The motion was seconded by Commissioner Barbarin. The motion passed 4-0.

2. Case ME-24-001 (Pour Sports Meritorious Exception)

Conduct a recommendation to the Town Council on a request for a Meritorious Exception for Pour Sports Restaurant, generally located at the northeast corner of SH 114 and Trophy Club Drive addressed as 2230 E SH114 Suite #500, Trophy Club, Denton County, Texas (Matt Cox, Community Development Director).

Matt Cox presented the staff report and was available for questions. Mr. Cox advised that the applicant was present for questions.

Anthony Smith, owner and operator of Pour Sports Restaurant, was present and answered questions from the Commission.

Chairperson Biggs moved to recommend approval on a request for Meritorious Exception by Pour Sport Restaurant, generally located at the northeast corner of SH 114 and Trophy Club Drive addressed as 2230 E SH 114 Suite #500, Trophy Club, Denton County, Texas. The motion was seconded by Commissioner Barbari. The motion passed 4-0.

3. Consider approval of the August 1, 2024, Planning and Zoning Commission Meeting Minutes.

Commissioner Kesterson moved to approve the August 1, 2024, Planning and Zoning Commission meeting minutes. The motion was seconded by Commissioner Jablonski. The motion passed 4-0.

ADJOURN

Commissioner Kesterson moved to adjourn the meeting. The motion was seconded by Commissioner Barbarin. The motion passed 4-0.

The meeting was adjourned at 6:13 PM.

Chairperson Michael Biggs
Planning & Zoning Commission
Town of Trophy Club, TX

Alicia Santos, Sr. Administrative Assistant
Town of Trophy Club, TX