



## TOWN OF TROPHY CLUB

1 Trophy Wood Drive  
Trophy Club, Texas 76262

### MEETING AGENDA

### PLANNING & ZONING COMMISSION

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February 6, 2025

6:00 PM

Council Chambers

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#### 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](mailto:asantos@trophyclub.org)*

#### REGULAR ITEMS

**1. Case SUP-25-001 (Hampton Inn by Hilton Trophy Club)**

Conduct a public hearing and consider a recommendation to the Town Council regarding a Specific Use Permit request by Titan Beverage LLC on behalf of the owner Hydra Hotels LLC (Hampton Inn by Hilton Trophy Club) for alcohol beverage sales for a TABC BG Permit (for on premises or off premises consumption) approximately 250 feet north of SH 114, located at 525 Plaza Dr., Trophy Club, Tarrant County, Texas. (Matt Cox, Community Development Director)

**2. Consider approval of the December 12, 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: February 3, 2025, 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.

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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

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**MEETING DATE:** February 6, 2025

**FROM:** Matt Cox, Director of Community Development

**AGENDA ITEM:** **Case SUP-25-001 (Hampton Inn by Hilton Trophy Club)**

Conduct a public hearing and consider a recommendation to the Town Council regarding a Specific Use Permit request by Titan Beverage LLC on behalf of the owner Hydra Hotels LLC (Hampton Inn by Hilton Trophy Club) for alcohol beverage sales for a TABC BG Permit (for on premises or off premises consumption) approximately 250 feet north of SH 114, located at 525 Plaza Dr., Trophy Club, Tarrant County, Texas. (Matt Cox, Community Development Director)

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**BACKGROUND/SUMMARY:** Titan Beverage LLC on behalf of the owner Hydra Hotels LLC (Hampton Inn by Hilton Trophy Club) is requesting approval of a Specific Use Permit (SUP) for alcoholic beverage sales for on premises or off premises consumption use according to Section 14.02.252 of the Town's Code of Ordinances. The property's zoning of Planned Development District 25 (PD-25) does not restrict the sales of alcoholic beverages beyond the regulations of the Town Code and State Law.



Titan Beverage LLC is applying for a SUP to obtain a mixed beverage restaurant permit (BG) and a mixed beverage late hours permit (LH) that will allow the sale and consumption of wine, beer, and liquor on the premises and during late hours (12 midnight - 2 AM). The Town Code does not restrict hours of operation beyond TABC's regulations.

Section 14.02.252(b) of the Code of Ordinance states that no alcoholic beverages may be sold within 300 feet of a church, public school or private school, or public hospital. Subsection (g) describes the methods of measurement as front door to front door and along the street from property line when measuring for churches and public hospitals, and in a direct line from the nearest property line to property line when measuring to public schools and private schools. Hampton Inn by Hilton Trophy Club complies with Town and State requirements, as the closest church (Lake Cities Church of Christ) is approximately 4,000 feet away, and the closest public or private school (Walnut Grove Elementary School) is approximately 5808 feet away. The nearby Baylor Scott & White Medical Center - Trophy Club is a private hospital so there are no separation requirements. Parking needs have been addressed by the required on-site parking spaces.

The Chief of Police has reviewed this application, as required by Code, and has no objections. A notice of public hearing was distributed as required by State Law. To date, staff has not received any inquiries.

**BOARD REVIEW/CITIZEN FEEDBACK:** N/A

**FISCAL IMPACT:** N/A

**LEGAL REVIEW:** N/A

**ATTACHMENTS:**

1. Hampton -Alcohol Use Application
2. Notification Map Hampton Inn SUP

**ACTIONS/OPTIONS:**

Staff recommends that the Planning & Zoning Commission conduct the public hearing and recommend approval to the Town Council regarding a Specific Use Permit request by Hampton Inn by Hilton Trophy Club for alcohol beverage sales on premises consumption in conjunction with restaurant use, located at 525 Plaza Dr., Trophy Club, Tarrant County, Texas.





### PUBLIC HEARING NOTICE

A request made by the applicant Titan Beverage LLC on behalf of the Owner Hydra Hotels LLC (Hampton Inn by Hilton Trophy Club) for a Specific Use Permit for alcohol beverage sales for a TABC BG Permit (for on-premises or off-premises consumption) located at 525 Plaza Drive, approximately 250 feet north of SH 114.



**PLANNING & ZONING COMMISSION  
COMMUNICATION**

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**MEETING DATE:** February 6, 2025

**FROM:**

**AGENDA ITEM:** Consider approval of the December 12, 2024, Planning & Zoning meeting minutes. (A. Santos)

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**BACKGROUND/SUMMARY:**

**BOARD REVIEW/CITIZEN FEEDBACK:**

**FISCAL IMPACT:**

**LEGAL REVIEW:**

**ATTACHMENTS:**

1. PZ Meeting Minutes 12.12.2024

**ACTIONS/OPTIONS:**



# Town of Trophy Club

1 Trophy Wood Drive  
Trophy Club, Texas 76262

## Special Meeting Minutes

### Planning & Zoning Commission

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December 12, 2024

6:00 PM

Council Chambers

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#### CALL TO ORDER AND ANNOUNCE A QUORUM

Chairperson Biggs called the December 12, 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  
Vice Chairperson Mike Branum  
Commissioner Sean Holmes

#### Commissioners Absent:

Commissioner Srinath Sadam

#### Staff Present:

Matt Cox, Director of Community Development  
Brandon Wright, Town Manager  
Alicia Santos, Sr. Administrative Assistant

#### CITIZEN PRESENTATIONS

There were none.

Chairperson Biggs opened the public meeting at 6:02 PM

#### REGULAR SESSION

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

Conduct a public hearing and 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 (Matt Cox, Community Development Director).

Chairperson Biggs opened the public hearing at (time)

Matt Cox presented the staff report and was available for questions. Mr. Cox advised that the applicant was not present for questions.

No one spoke in favor or opposition.

Chairperson Biggs closed the public meeting at 6:04 PM

Chairperson Biggs opened the floor for discussion and questions.

Commissioner Branum moved to recommend approval on a request for 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. 17Trophy Club, Denton County, Texas. The motion was seconded by Commissioner Kesterson. The motion passed 6-0.

**VOTE:**

AYES: (Biggs, Kesterson, Jablonski, Barbarin, Branum, Holmes)

NAYES (None)

ABSENT: SADAM

VOTE: (6-0)

**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 SH114 Suite 340, Trophy Club, Denton County, Texas (Matt Cox, Community Development Director).

Chairperson Biggs opened the public hearing at 6:08 PM.

Matt Cox presented an overview of the application submitted by Mr. David Sanders, owner of the Ship Shop. The proposal seeks to amend PD-13 to allow truck and trailer rental as an accessory use, including outdoor storage and display of vehicles. Staff provided details on the following:

- PD-13 prohibits outdoor storage and does not define truck and trailer rental as a permitted use.
- Applicant's proposal includes parking and storage details, including a maximum number of vehicles allowed.
- Public hearing notices were sent as required, and no official letters of opposition or support were received.
- **David Sanders, (owner and operator of The Ship Shop) presented his case and answered questions from the Commission. Mr. Sanders emphasized the following:** The U-Haul rental business constitutes 30% of his revenue, which is vital to sustaining his operations.
- Measures are taken to maintain the visual appeal of the vehicles on-site.
- He requested a non-transferable variance to continue offering truck and trailer rental services.
- Provided supporting evidence, including signatures from 128 residents in favor of the proposal.

Public Comments:

No one spoke in favor.

The following spoke in opposition:

Tonia Beard, 215 Fresh Meadow

Pat Keefer, 216 Fresh Meadow,

Kathie Ford, 400 Hilltop

Jennifer Winmill, 7 Overhill,

Janie Fox, 2753 Infield,

Chairperson Biggs closed the public meeting at 6:49 PM

Chairperson Biggs opened the floor for discussion and questions.

The Commissioners deliberated on the following points:

- The appropriateness of the U-Haul business as an accessory use within PD-13.
- Concerns about visual impacts, parking congestion, and the long-term implications of amending PD-13.
- The potential need for a Special Use Permit (SUP) to address operational details, including vehicle limits and parking locations.
- Enforcement challenges regarding compliance with current zoning regulations.

Commissioner Kesterson moved to amend Planned Development District 13 (PD-13), Tract 1 to allow for truck and trailer rental an accessory use with outdoor storage and display of vehicle by SUP. The motion was seconded by Chairman Biggs.

**VOTE:**

AYES: (Biggs, Kesterson)

NAYES (Holmes, Barbarin, Branum, Jablonski)

ABSENT: SADAM

VOTE: (2-4)

The motion to approve the amendment failed. This constitutes a recommendation for denial of the proposed amendment to the Town Council.

**3. Consider approval of the September 5, 2024, Planning and Zoning Commission Meeting Minutes.**

Commissioner Kesterson moved to approve the September 5, 2024, Planning and Zoning Commission meeting minutes. The motion was seconded by Commissioner Jablonski.

AYES: (Biggs, Branum, Holmes, Barbarin, Jablonski, Kesterson)

NAYES: None

ABSENT: SADAM

VOTE: (6-0)

**4. Board Training. (Brandon Wright, Town Manager)**

- a. Introduction of members.
- b. Board Training and Planning and Zoning Commission Roles and Responsibilities.

Town Manager Wright provided general board training, which included information on:

- Roles and Responsibilities
- Meetings and Agendas
- Parliamentary Procedures
- Attendance Requirements
- Conflict of Interest Policies
- External Training Opportunities
- Medial Relations and Social Media Postings
- Use of Town Email
- Boards and Commissions Manual

Matt Cox presented an overview of the Planning and Zoning Commission's Roles and Responsibilities, highlighting the following:

- Overview of the Commission.

- Purpose and Objectives
- Powers and Duties
- Meetings and Voting
- Key Responsibilities

## **ADJOURN**

Chairperson Biggs adjourned the meeting at 8:39 p.m.

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

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