

**MINUTES
REGULAR MEETING OF THE
PLANNING AND ZONING COMMISSION CITY OF HIGHLAND VILLAGE, TEXAS
HELD IN THE MUNICIPAL COMPLEX, 1000 HIGHLAND VILLAGE ROAD
TUESDAY, MAY 15, 2018**

1. Call to Order/Roll Call.

Chairman Deedee Ricketts called the meeting to order at 7:00 p.m.

Roll Call

Present:	Deedee Ricketts	Chairman
	Stan Lemko	Vice Chairman
	Bob Holden	Commissioner
	Tom Heslep	Alternate Commissioner
	Dylan Romo	Alternate Commissioner
Absent:	Rick Turner	Commissioner
	Robert Fiester	Commissioner
Staff Members:	Autumn Aman	Community Development Coordinator
	Sasha Torres	Community Services Assistant

Chairman Ricketts congratulated absent Commission Robert Fiester on being elected to City Council. She continued that Alternate Commissioners Tom Heslep and Dylan Romo would be voting in the absence of Commissioners Rick Turner and Robert Fiester.

2. Consider Approval of the Minutes from the Regular meeting of the Planning and Zoning Commission held on January 16, 2018.

Vice Chairman Stan Lemko made a motion to approve the minutes with non-substantive changes. Alternate Commissioner Tom Heslep seconded the motion.

Motion passed (5-0)

3. Visitor's Comments.

Mr. Jimmy Bassinger, 210 Edgewood Drive, addressed the Commission discussing a proposed development where an application had been submitted for and recently withdrawn for the property located at 180 Highland Village Road. He stated even though the application had been withdrawn, he still wanted to present a signed petition in opposition to the proposed development to the Commission.

Mr. Bassinger continued with the area being designated as a Transit Oriented Development (TOD), which he thought gave false advertisement to the developers. He had requested that the Planning and Zoning Commission look at removing the designation of a Transit Oriented

Development (TOD) for the area.

Mr. Bassinger concluded with submitting the petition in opposition to the Commission that read as follows:

We, the undersigned residents of the City of Highland Village, submit our opposition to the Planned Development for Residential uses on a 5.76 ± acre tract of land out of the W.P. Pearce Survey Abstract No. 1015, City of Highland Village, Denton County, Texas, commonly known as 180 Highland Village Road, as presented by G&A Consultants.

Mr. Frank Shaghafi, 309 Duvall Blvd., stated he was a new resident to Highland Village and wanted to voice his concerns on the proposed development that had been withdrawn for 180 Highland Village Rd. He stated there was already a ten to fifteen minute wait getting onto Hwy. I-35 from Highland Village Road and would like Highland Village to remain as it is.

4. Conduct Public Hearing and Review and Consider an application to amend the Sign Regulations of the Marketplace Planned Development District with Retail (MPD-R), as amended, applicable to Lot 1, Block A, The Shops at Highland Village, generally located northwest of the intersection of FM 2499 and FM 407.

Community Development Coordinator Autumn Aman stated the City had received an application to amend the signage criteria only for The Shops at Highland Village. She continued that their current ordinance would remain in effect and that they were only requesting additional signage. Ms. Aman stated that the applicants' request is to be allowed parking lot light pole and interior light pole banners and tenant monument signs. Ms. Aman stated the tenant monument signs would have to be spaced no closer than one-hundred (100') feet from each other; no monument could be placed closer than twenty-five (25') feet from the large corner monument sign at FM 407 and FM 2499. All signs would have to be placed on their property only and they could not be placed in any right-of-way, public highway, street or utility easement. She continued that the monuments shall not be placed adjacent to any turn lanes and not cause any issues with visibility or safety, and if it were questionable, they may be required to provide a sight line visibility study prior to any permit being issued. The burden would lie on the applicant. Ms. Aman stated that a mockup sign had been placed on site at The Shops at Highland Village to allow the Commission to get a better visual of the location and proposed size of the monument signs. She concluded that public hearings are required for an amendment, everyone within two-hundred (200') feet were notified and there had not been any inquiries from the notifications.

Chairman Ricketts opened the Public Hearing at 7:18 p.m.

There were no speakers from the Public Hearing.

Chairman Ricketts closed the Public Hearing at 7:18 p.m.

The Commissioners, Community Development Coordinator Aman, and the applicant, Phil Loftis, Sigma Signs, 1992 Justin Rd., Highland Village, TX discussed the request as it pertained to the following:

- Making sure the monument signs would be legible.
- All to have good coloring.
- All monuments to be placed in a line of site where they could be easily seen and not blocking visibility, possibly placing them on a berm.

- The number of tenants that would be displayed on each monument.
- All being low profile signs and complimentary to the site and how they did not want to clutter the center.
- The location of light pole banner signs and making sure banners would be removed when an event was over and that all banners would be maintained and not left up if they were worn, torn, or faded.

Discussion also included how major retailers would not consider The Shops at Highland Village due to lack of visibility and people were not aware of the number of stores that are actually located in The Shops.

Chairman Ricketts wrapped up the discussion by stating that she does agree it is very important to increase sales for The Shops at Highland Village, have more visibility, and retain more tenants in addition to keep in mind that it is also very important that The Shops at Highland Village attract new tenants.

Alternate Commissioner Heslep made a motion to recommend to City Council approval of the ordinance as presented. Alternate Commissioner Romo seconded the motion.

Motion Passed (5-0)

6. Receive Status Reports on Various Projects

- **Future P&Z Meetings**

Community Development Coordinator Aman stated that the next meeting would be held on June 19, 2018.

7. Adjournment.

Meeting adjourned at 7:40 p.m.

Autumn Aman
Community Development Coordinator

Deedee Ricketts - Chairman
Planning and Zoning