

MINUTES  
PLANNING AND ZONING COMMISSION MEETING  
October 12, 2017

**CALL TO ORDER – Roll Call and Determination of a Quorum**

The Planning and Zoning Commission met on the above date. Chairperson Wright called the meeting to order at 7:00 p.m. and noted there was a quorum. Chairperson Wright then asked P&Z Alternate Two Commissioner Crutcher to be a voting member for this meeting. Commissioner Crutcher agreed.

P&Z Alternate Three Commissioner Douglas was present, as part of the audience at this time.

Commissioners Present:

✓	Chairperson Russell Wright	Alternate Vacant
✓	Commissioner Joe Lozano	✓ Alternate Larkin Crutcher
	Commissioner Wei Wei Jeang	✓ Alternate JR Douglas
✓	Commissioner David Leamy	
	Commissioner Jasmat Sutaria	

Staff/Others Present:

✓	City Administrator Jeff Flanigan	City Attorney Brandon S. Shelby
✓	City Secretary Patti Scott Grey	

**PLEDGE OF ALLEGIANCE**

The pledges were recited.

**PUBLIC COMMENTS** The Commission invites any person with business before the Commission to speak to the Commission. No formal action may be taken on these items at this meeting. Please keep comments to 3 minutes.

No comments.

## INDIVIDUAL CONSIDERATION ITEMS

1. CONSIDERATION AND/OR ANY APPROPRIATE ACTION MEETING MINUTES FOR JULY 27, 2017.

MOTION: Commissioner Leamy moved to approve the minutes as amended, correcting City Engineer Birkhoff's name from Birkhoof to Birkhoff, under Item 2 of page 2.

Commissioner Lozano seconded with Commissioners Wright, Lozano, Leamy, and Crutcher voting for approval of the item. Motion carried 4-0.

2. PUBLIC HEARING FOR A SPECIAL USE PERMIT FOR AN ACCESSORY BUILDING (BARN) AT 5001 HACKBERRY LANE FOR JR DOUGLAS. (**EXHIBIT A – JR DOUGLAS SUP -5001 HACKBERRY LANE**)

Chairperson Wright opened a public hearing at 7:03 p.m. to receive comments regarding a special use permit (SUP) for an accessory building (barn) at 5001 Hackberry Lane for JR Douglas.

Resident JR Douglas summarized the request and described the accessory building (barn), as an 80' x 80' metal building (barn), steel frame, with 2-14' doors similar to others in the neighborhood. The purpose of the accessory building (barn) was to house a fifth wheel trailer, boat, cars, and possibly a future motor home.

Commissioner Leamy inquired about the open storage portion of the drawing. Mr. Douglas said he and his wife did not plan to use that area for open storage, but for an open porch area for entertaining purposes. There would be no restrooms.

Chairperson Wright asked City Administrator Flanigan if he had any comments. Mr. Flanigan commented area residents were notified as required and there were no comments or questions.

Chairperson Wright asked if there were any comments or questions from the audience and then P&Z Commissioners. There being no additional comments or questions Chairperson Wright declared the public hearing closed at 7:07 p.m.

3. CONSIDERATION AND/OR ANY APPROPRIATE ACTION ON A SPECIAL USE PERMIT FOR AN ACCESSORY BUILDING (BARN) AT 5001 HACKBERRY LANE FOR JR DOUGLAS.

Chairperson Wright asked if the SUP needed to be renewed annually. City Administrator Flanigan said no, this would be special zoning for a particular lot or zoning case.

MOTION: Commissioner Leamy moved to recommend approval of the Special Use Permit (SUP) for an accessory building (barn) at 5001 Hackberry Lane for JR Douglas. Commissioner Lozano seconded with Commissioners Wright, Lozano, Leamy, and Crutcher voting for approval of the item. Motion carried 4-0.

P&Z Alternate Three Commissioner Douglas was asked to join the commissioners for the remainder of the meeting.

4. CONSIDERATION AND/OR APPROPRIATE ACTION ON RECOMMENDATIONS ON APPOINTMENTS FOR 2017-2018 P&Z COMMISSIONS.

Chairperson Wright noted P&Z Alternate One Anthony Cassavechia submitted his resignation, dated October 4, 2017. The Commission reviewed Resolution No. 2016-528 (2017-2018 P&Z Appointments) and discussed whether the commissioners present wanted to continue their service. Mr. Wright asked that City Staff reach out to all the commissioners to verify whether they wanted to continue their service. He then asked City Staff to reach out to the three (3) P&Z Commission applicants, to see if they would be available for either the October 26, 2017 or November 9, 2017 regularly scheduled P&Z Commission meeting dates for a visit, prior to making a recommendation to City Council.

**ROUTINE ITEMS**

5. FUTURE AGENDA ITEMS

Chairperson Wright asked City Administrator Flanigan about any future agenda items.

Mr. Flanigan said City Council organized a committee, consisting of two (2) City Councilmembers, himself, and the city attorney, to review the City's Zoning Ordinance. This committee would make recommendations for the P&Z Commission to review, and he thought those recommendations would be brought to P&Z around January or February of 2018.

Mr. Flanigan also noted the Parker Ranch Estates Phase 2 and 3 Preliminary Plats, which were originally approved June 16, 2015 and then extended on April 17, 2017, had expired. City Attorney Shelby was researching their next step.

Finally, Mr. Flanigan said King Crossing Phase 3 Preliminary Plat, approved February 16, 2016 by City Council, had asked for a twenty-four (24) month extension.

There were no additional comments.

6. ADJOURN

Chairperson Wright adjourned the meeting at 7:20 p.m.



Minutes Approved on 26th day of October, 2017.

  
Chairperson Russell Wright

Attest:

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Commission Secretary Jeang  

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Prepared by City Secretary Patti Scott Grey

**Exhibit(s):**

- A - SPECIAL USE PERMIT (SUP) FOR AN ACCESSORY BUILDING (BARN) AT 5001 HACKBERRY LANE FOR JR DOUGLAS



**PLEASE PRINT**

RECEIVED  
AUG 23 2017  
CITY OF PARKER  
City Received Date Stamp

**APPLICATION FOR A SPECIAL USE PERMIT**

The undersigned owner (contract owner) of property herein described hereby applies for a special use permit for the following described property:

(1) Location of Property or Street Address:

5001 Hackberry Lane, Parker, Tx 75002

Existing Zoning: \_\_\_\_\_

(2) Legal Description of Property:

Sycamore Estates, Blk. B, Lot 10

(3) Proposed Use of Property:

To build a barn to store my RV,  
boat and cars.

(4) Development Schedule: Late 2017 / Early 2018

(5) Desired Duration: \_\_\_\_\_

(6) Attached are the checklist, plans, and LETTER OF INTENT: ☒ Yes ☐ No

No application for a special use shall be granted by the City of Parker unless the City Council shall find all of the following conditions are present:

1. That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare.
2. That the uses, values, and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the establishment, maintenance, or operation of the special use.
3. That the establishment of the special use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
4. That adequate utilities, access roads, drainage, and other necessary site improvements have been or are being provided.
5. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
6. That the special use shall conform to all applicable regulations of the district in which it is located.

I own X lease \_\_\_\_\_ this property.

I, the undersigned applicant, have reviewed the above standards and to the best of my knowledge this proposed special use complies with the standards for special use.

Respectfully submitted,

  
Applicant Signature

JR Douglas  
Printed Name

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Printed Name

Address: 5001 Hackberry Lane  
Parker, TX 75002  
Phone: 214-336-3891

### ADDITIONAL REQUIREMENTS:

Attach 12 copies of plat for the property containing the following information:

- a. North point, scale, and date
- b. Name and address of applicant, engineer, or surveyor
- c. Survey and abstract with tract designation
- d. Location of major and/or secondary thoroughfares located with or adjacent to property
- e. Location of existing or platted streets within and adjacent to property
- f. Location of existing rights-of-way, utility/drainage easements

Fees: 1000.00 (Per Jeff)

- a. The fee for a Special Use Permit before the Planning & Zoning Commission is (See Fee Schedule).
- b. The fee for a Special Use Permit before The City Council is (See Fee Schedule).

FEES ARE NON-REFUNDABLE, IN THE EVENT THE APPLICATION FOR SPECIAL USE PERMIT IS DENIED.

### Timing:

Within twenty days of receipt of completed application and appropriate fee, a public hearing will be scheduled before the Planning and Zoning Commission, after notification of all property owners within 200 feet of the property has been duly accomplished. Additional notifications may be made at the discretion of the City Administrator.

The Planning and Zoning Commission will make a recommendation to the City Council for either approval, approval with conditions, or denial.

Applications that receive a recommendation for approval, or approval with conditions by the Planning and Zoning Commission, will then be scheduled for a Public Hearing before the Parker City Council, after notification of all property owners within 200 feet of the property has been duly accomplished. Additional notifications may be made at the discretion of the City Administrator.

The final authority for approval is with the City Council of the City of Parker.

Applications that have been denied by the Planning and Zoning Commission may be appealed to the Parker City Council.

The Special Use Permit is not permanent zoning, and may be brought before the governing body of the city for a compliance review at any time.

The City may seek the issuance of an administrative search warrant in the event probable cause exists to review compliance with the city ordinances and the requirements of the SUP. Such warrants may be issued in the discretion of the court after a review of the evidence."

**NO HEARING WILL BE SCHEDULED UNTIL APPROPRIATE FEES HAVE BEEN PAID.**

All the requirements and fees of this application are hereby submitted to the City Secretary, City of Parker, Texas, as required for a Special Use Permit. I (we) understand that in the event this application is denied by either the Parker Planning and Zoning Commission or the Parker City Council, the fees submitted herewith are not to be refunded.

8/23/17  
DATE \_\_\_\_\_ APPLICANT \_\_\_\_\_

DATE \_\_\_\_\_ APPLICANT \_\_\_\_\_

DATE RECEIVED \_\_\_\_\_ CITY OF PARKER \_\_\_\_\_

AMOUNT OF FEE RECEIVED WITH INITIAL  
APPLICATION \_\_\_\_\_

NAMES AND ADDRESSES OF ALL ADJACENT PROPERTY OWNERS (IN EVERY DIRECTION) WITHIN 200 FEET OF THE PROPERTY:

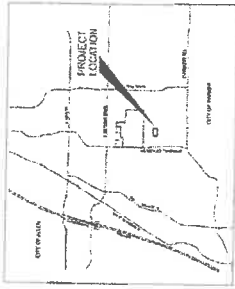
**IMPORTANT NOTE:** IT IS THE RESPONSIBILITY OF THE APPLICANT TO PROVIDE COMPLETE AND TOTAL NAME AND ADDRESSES TO THE CITY ADMINISTRATOR.

THIS INFORMATION IS A PART OF THE APPLICATION FOR A SPECIAL USE PERMIT.

FAILURE TO COMPLETE THIS PORTION OF THE APPLICATION WILL RESULT IN THE APPLICATION BEING RETURNED AS INCOMPLETE.

1. Avis Moses / 4910 Springhill Estates, Parker, Tx 75002
2. John Barber / 4905 Hackberry Lane, Parker, Tx 75002
3. Pat Moorer / 4902 Hackberry Lane, Parker, Tx 75002
4. L & D Hayes / 4910 Hackberry Lane, Parker, Tx 75002
5. Serge Gabilondo / 5006 Hackberry Lane, Parker, Tx 75002
6. Jim Douglas / 5005 Hackberry Lane, Parker, Tx 75002
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_
16. \_\_\_\_\_
17. \_\_\_\_\_
18. \_\_\_\_\_
19. \_\_\_\_\_
20. \_\_\_\_\_





VICINITY MAP  
K.T.C.

# LEGAL DESCRIPTION

BEING a tract of land situated in the Thomas Estes survey, Abstract No. 298, City of Parker, Collin County, Texas, and being all of Lot 10, Block B, Sycamore Estates, an addition to the City of Parker according to the Final Plat recorded in Volume 11, Page 59 of the Map Records, Collin County, Texas, and being more particularly described as follows:

BEGINNING at a 1/2 inch iron found in place for the southwest corner of said Lot 10, Block B, of Sycamore Estates, the same being this northwest corner of Lot 1, Block B, of said Sycamore Estates;

THENCE NORTH along the west line of said Lot 10, Block B a distance of 275.00 feet to a 5/8 inch iron rod set with yellow plastic cap stamped "WESTWOOD PS" for northwest corner of said Lot 10, Block B, the same being the southwest corner of Lot 9, of said Block B of said Sycamore Estates, from which a 1/2 inch iron rod bears NORTH a distance of 344.27 feet and being the northwest corner of Lot 8, Block B of said Sycamore Estates;

THENCE EAST along the common north line of Lot 10, Block B, and the south line of Lot 9, Block B, a distance of 695.00 feet to a 5/8 inch iron rod found for northeast corner of said Lot 10, Block B, the same being the southeast corner of Lot 9, of said Block B of said Sycamore Estates and being in the west line of Hackberry Lane (60' ROW);

THENCE SOUTH departing said common line and along the common east line of said Lot 10, Block B and the west right-of-way line of said Hackberry Lane a distance of 275.00 feet to a 5/8 inch iron rod set with yellow plastic cap stamped "WESTWOOD PS" for southeast corner of said Lot 10, Block B, the same being the northwest corner of aforementioned Lot 11, Block B, of said Sycamore Estates;

THENCE WEST departing said common line and along the common south line of said Lot 10, Block B and the north line of said Lot 11, Block B of said Sycamore Estates a distance of 695.00 feet to the POINT OF BEGINNING and containing 191,175 square feet or 4.388 acres of land more or less.

Bearings based on the monuments found marking the west line of Lots 8, 9 and 10, Block B of Sycamore Estates, a Final Plat recorded in Volume 11, Page 59 of the Map Records, Collin County, Texas.

## CERTIFICATION

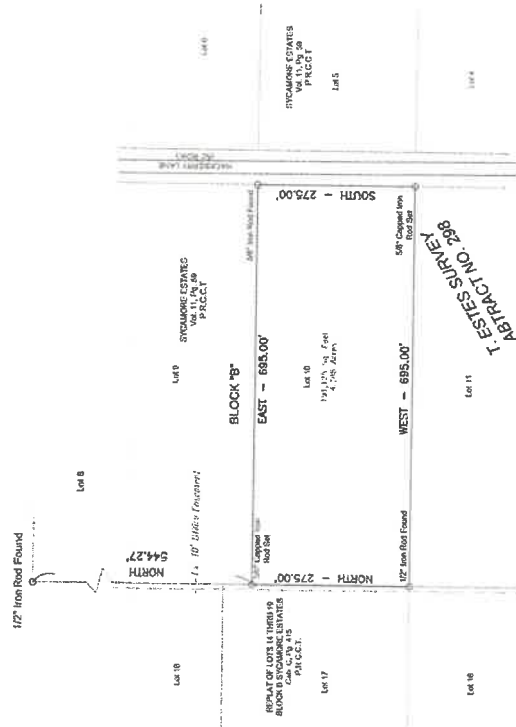
To: J. R. Douglas

The undersigned does hereby certify that a Survey was this date made on the ground on the property legally described herein prepared by the undersigned and is correct; the survey was made in accordance with the laws of the State of Texas and the rules and regulations of the Surveyors' Association of the State of Texas; that there are no other improvements situated on the property that have not been shown on the plat hereon; that the plat hereon, except as shown on the plat hereon, that subject property has access to and from a public highway and that the plat hereon is a true, correct and accurate representation of the property described hereinabove; that the survey was made in accordance with the laws of the State of Texas and the rules and regulations of the Surveyors' Association of the State of Texas; and that the survey was made in accordance with the laws of the State of Texas and the rules and regulations of the Surveyors' Association of the State of Texas.

DATED this 28 day of July, 2014.



*Harry L. Dickson*  
Harry L. Dickson  
Registered Professional  
Land Surveyor No. 5939



## SURVEYOR'S NOTES

- 1) ALL CORNERS SET ARE MONUMENTED WITH A 5/8" DIAMETER IRON ROD WITH YELLOW PLASTIC CAP STAMPED "WESTWOOD PS", UNLESS OTHERWISE NOTED.
- 2) ALL COORDINATES SHOWN ARE TEXAS STATE PLANE, NAD83, UTM ZONE 16N, UTM NORTH CENTRAL ZONE 4302, NAD83, U.S. SURVEY FEET.

**FLOOD STATEMENT**  
ACCORDING TO MAP NO. 4808-SC0285 OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAPS FOR COLLIN COUNTY, DATED JUNE 02, 2004, THE PROPERTY DESCRIBED HEREON IS LOCATED WITHIN UNINSURED ZONE "X", DEFINED AS AREAS DETERMINED TO BE OUTSIDE THE 500-YEAR FLOOD PLAIN.  
THIS FLOOD STATEMENT DOES NOT IMPLY THAT THE PROPERTY OR STRUCTURES THEREON WILL OCCUR AND FLOOD HEIGHTS MAY BE INCREASED BY WIND-DRIVEN WAVES. THIS FLOOD STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF THE SURVEY.



Westwood  
Professional Professional Services, Inc.  
1100 West Loop West, Suite 200  
P.O. Box 1000  
Ft. Worth, Texas 76103  
Phone: 817-734-4000  
www.westwoodpl.com

Designed  
Checked  
Drawn  
Record Drawing by/for

Block



Prepared for

J.R. DOUGLAS

## Boundary Survey 4.388 Acres

In the  
Thomas Estes Survey, Abstract No. 298  
City of Parker, Collin County, Texas

Sycamore  
Estates  
Lot 10, Block B

Date 7/25/14  
Sheet 1 of 1



200 ft

Google earth

© 2017 Google



Hackberry Ln

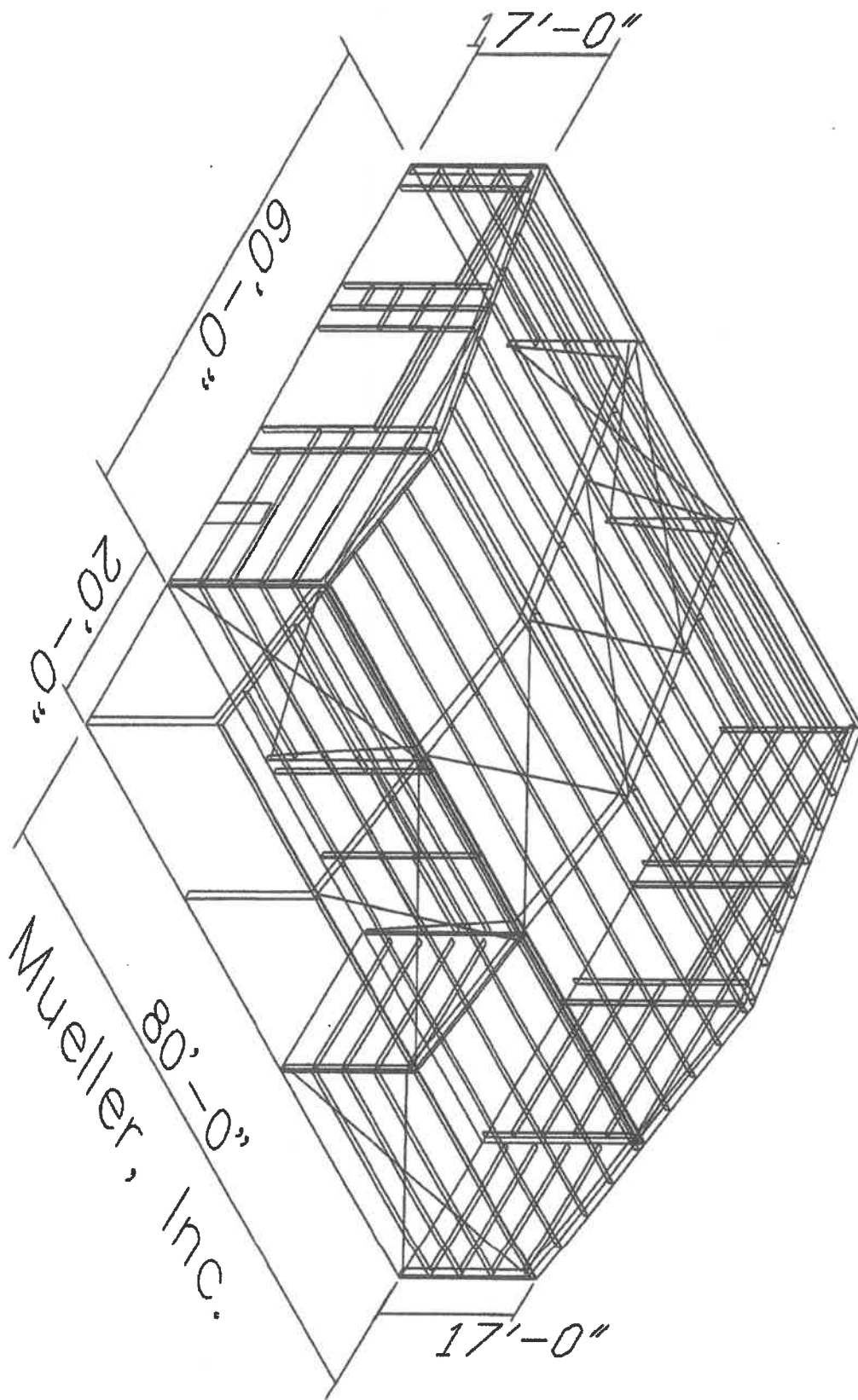
Pecan Orchard Dr

Google earth

© 2017 Google



700 ft



RECEIVED

SEP 18 2017

CITY OF PARKER

1/2" Iron Rod Found

Lot 8

NORTH  
544.27'

Lot 16

Ex. 10' Utility Easement

Lot 9

SYCAMORE ESTATES  
Vol. 11, Pg. 89  
P.R.C.G.T.

BLOCK "B"

EAST - 695.00'

60" Iron Rod Found

REPLAT OF LOTS 14 THRU 19  
BLOCK B SYCAMORE ESTATES  
Ord. C, Pg. 415  
P.R.C.G.T.

30 BL

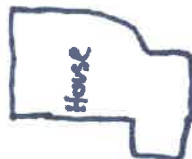
Lot 17

30 BL

Lot 16

NORTH - 275.00'

60" Capped Iron Rod Set



Lot 10  
191,125 Sq. Feet  
4.388 Acres

80

1/2" Iron Rod Found

WEST - 695.00'

60" Capped Iron Rod Set

SOUTH - 275.00'

HACKBERRY LANE  
(50' ROW)

Lot 8

SYCAMORE ESTATES  
Vol. 11, Pg. 89  
P.R.C.G.T.

Lot 9

Lot 4

T. ESTES SURVEY  
ABSTRACT NO. 298

Lot 11

CITY OF PAHKEE

