

**MINUTES OF THE TOWN OF ARGYLE
PLANNING AND ZONING COMMISSION MEETING
TUESDAY, JANUARY 7, 2020**

A regular meeting of the Argyle Planning and Zoning Commission was held on Tuesday, January 7, 2020, at 6:00 p.m. at Argyle Town Hall, located at 308 Denton Street, Argyle, Texas. This was an OPEN MEETING, open to the public, subject to the open meeting laws of the State of Texas and, as required by law, was hereby posted on January 3, 2020 at 5:00 PM, at Argyle Town Hall, giving notice of time, date, place, and agenda thereof.

PLANNING AND ZONING COMMISSION MEMBERS PRESENT:

Rick Bradford, Chairman
Paul Kula, Vice-Chairman
Gordon Baethge
Richard Spies
Casey Stewart
Leona McDade
Jeff Castellanos

PLANNING AND ZONING COMMISSION MEMBERS ABSENT:

STAFF PRESENT:

David Hawkins, Director of Community Development
Angie Manglaris, Development Coordinator
Brenda McDonald, Town Attorney

REGULAR MEETING AGENDA

A. CALL TO ORDER – Chairman

The regular meeting was called to order at 6:03 p.m. by Chairman Rick Bradford noting a quorum was present.

B. PLEDGE OF ALLEGIANCE – American Flag

C. PLEDGE OF ALLEGIANCE – Texas Flag - “Honor the Texas Flag; I pledge allegiance to thee Texas, one state, under God, one and indivisible”.

D. OPEN FORUM:

Pursuant to Section 551.007 of the Texas Government Code, any member of the public has the opportunity to address the Planning and Zoning Commission concerning any matter of public business or any posted agenda item; however, the Act prohibits the Planning and Zoning Commission from deliberating any issues not on the public agenda and such non-agenda issues may be referred to Town staff for research and any future action; all persons addressing are limited to five (5) minutes and subject to council adopted rules and limitations permitted by law.

Chairman Bradford opened the meeting to public comment. Robin Massey, 210 Herriott Lane, began to address the Commission regarding the Ordinance Amendment TDS-19-005. Mr. Hawkins informed Ms. Massey the project she was referencing was a public hearing item on the agenda and she would be able to address the Commission on the matter at that time.

No further input was received.

E. MINUTES

1. Consider approval of the minutes of the Regular Planning and Zoning Commission Meeting of December 3, 2019.

Discussion was held and Ms. McDade noted that the word “the” was missing in the third paragraph on page 4 of the minutes of the December 3, 2019 meeting of the Planning and Zoning Commission. Additional discussion was held, and Mr. Kula motioned to approve the minutes of the Regular Planning and Zoning Commission Meeting of December 3, 2019 as amended by Ms. McDade. Mr. Baethge seconded the motion. The motion carried unanimously by a vote of seven (7) in favor to none (0) opposed.

F. OLD BUSINESS

1. None.

G. NEW BUSINESS

1. Consider and make a recommendation on a Site Plan Amendment (SP-19-014) for a sign package for Harvest, a mixed-use development in the Patrick Rock Survey, Abstract No. 1063, and being located in the Town of Argyle’s Extraterritorial Jurisdiction, Denton County, Texas.

Commissioner Spies recused himself from this agenda item.

Ms. Manglaris presented the staff report and gave an overview of the Site Plan Amendment request. Ms. Manglaris explained the applicant had requested approval of a large-scale sign package as part of a Site Plan Application in 2014. Ms. Manglaris explained the applicant received approval of the sign package for an initial period of five (5) years with two (2) 5-year renewal options and the applicant was coming before the Commission to seek the first renewal of the sign package.

Tim Coltart, representative of the applicant addressed the Commission and made himself available for any questions. Discussion was held between the applicant and the Commission regarding a timeline for refreshing the paint on existing signs and the size difference between the existing and proposed sign at the intersection of I-35W and FM 407.

Discussion was held and Mr. Castellanos motioned to approve the Site Plan Amendment with the following conditions:

1. The repainting and updating of signs shall be completed within sixty (60) days of approval.
2. The applicant shall provide Town Council with dimensions of the existing and proposed sign situated near the intersection of FM 407 and I-35W.

Ms. McDade seconded the motion. The motion carried unanimously by a vote of six (6) in favor to none (0) opposed. Commissioner Spies recused himself from this agenda item.

2. PUBLIC HEARING: Consider and make a recommendation on an Ordinance Amendment (TDS-19-005) regarding amendments to Article IV, Sign Regulations, of the Town of Argyle Town Development Standards, providing a savings clause; providing

for injunctive relief; providing a severability clause; providing a penalty clause; and providing an effective date.

Ms. Manglaris presented the staff report, gave an overview of the history Ordinance Amendment and discussed each of the proposed amendments as part of the Sign Code Update.

Discussion was held amongst the Commission regarding political signs, signs erected out of compliance, standards for regulating light emitted by LED signs and maintenance requirements for existing signs.

Chairman Bradford opened the public hearing at 6:46 p.m.

Ms. Robin Massey, 210 Herriott Lane, addressed the Commission. Ms. Massey stated as a business owner in the Town of Argyle, she would like to see the proposed Seasonal Sign Section of the Sign Code be expanded to allow for temporary wall signs.

No additional input was received.

Chairman Bradford closed the public hearing at 6:58 p.m.

Additional discussion was held amongst the Commission regarding the proposed Seasonal Sign Section. The Commission discussed alternatives to the proposed amendments in order to allow for a temporary wall sign as part of the update. The Commission considered the size, timeframe and number of seasonal signs that should be considered as part of the Ordinance Amendment.

Mr. Stewart motioned to recommend approval of the Ordinance Amendment TDS-19-005 with the following conditions:

1. Section 14.4. D shall be revised to read "tenant" instead of "business."
2. An additional line for seasonal signs shall be added to Table A-Temporary Signs to address seasonal wall signs. Seasonal wall signs shall be allowed for a period of forty-five (45) days can be up to ninety (90) sq. ft. in area.
3. Section 14.4.21, Political Signs, shall be removed from Article IV, sign regulations in its entirety.
4. Maintenance requirements shall be reviewed and strengthened.

Mr. Kula seconded the motion. The motion carried unanimously by a vote of seven (7) in favor to none (0) opposed.

I. FUTURE AGENDA AND ITEMS OF INTEREST

1. Briefing on recent Town Council action on Community Development agenda items.

- **Site Plan: Integrity Performance Sports-Approved by TC 12.17.19**
- **Site Plan: The Well Community Church-Approved by TC 12.17.19**

Mr. Hawkins updated the Commission on recent action taken by Town Council on Community Development Agenda items.

2. Project updates.

- **The Lakes of Argyle Tree Planting Update**
- **Legal Training for P&Z Commission on 2.6.20**

Mr. Hawkins gave an update regarding tree plantings at the Lakes of Argyle and informed the Commission the Town Attorney would be providing legal training at the February 6, 2020 meeting of the Planning and Zoning Commission.

I. ADJOURNMENT

With no further business to attend, the meeting was adjourned at 7:17 PM.

APPROVED THIS THE 6th DAY OF FEBRUARY 2020. WITNESS:



Rick Bradford, Chairman



David Hawkins, AICP
Director of Community Development