

**MINUTES OF THE TOWN OF ARGYLE  
PLANNING AND ZONING COMMISSION REGULAR MEETING  
WEDNESDAY, AUGUST 3, 2022**

A regular meeting of the Argyle Planning and Zoning Commission was held on Wednesday, August 3, 2022, at 6:00 p.m. 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 July 29, 2022 at 5:00 PM, at Argyle Town Hall, giving notice of time, date, place, and agenda thereof.

**PLANNING AND ZONING COMMISSION MEMBERS PRESENT:**

Casey Stewart, Chairman  
Paul Kula, Vice-Chairman  
Matt Nelson  
Marilyn Lewis  
Jeff Castellanos

**PLANNING AND ZONING COMMISSION MEMBERS ABSENT:**

None

**STAFF PRESENT:**

Erika McComis, Town Administrator  
Brenda McDonald, Town Attorney  
Nabila Nur, Director of Community Development  
Harrison Wicks, Principal Planner

**REGULAR MEETING AGENDA**

**A. CALL TO ORDER – Chairman**

The regular meeting was called to order at 6:14 p.m. by Chairman Casey Stewart 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 Stewart opened the meeting to public comment. No public comment was received.

**E. MINUTES**

- 1. Consider approval of the minutes of the Planning and Zoning Commission Regular Meeting of July 6, 2022.**

Commissioner Nelson made a motion to approve the minutes of the Planning and Zoning Commission Regular Meeting of July 6, 2022 as presented. Commissioner Lewis seconded the motion. The motion carried unanimously by a vote of five (5) in favor to none (0) opposed.

## **F. ACTION ITEM**

- 2. Consider and make a recommendation for a Site Plan (SP-22-007) for Cross Timbers Church, regarding a building addition, located at 1119 S US Hwy 377, Town of Argyle, Denton County, Texas.**

Principal Planner Harrison Wicks provided a presentation on the site plan and introduced the applicant Ben Sanchez and Landon Bell of ParkHill, 3000 Internet Blvd, Suite 550, Frisco, TX 75034. The Commission discussed this item and considered the site plan.

Chairman Stewart motioned to recommend approval to Town Council of the Site Plan (SP-22-007) for Cross Timbers Church, regarding a building addition, with six variances and three conditions:

- A. Variance 1: Deviation from required parking lot landscaping
- B. Variance 2: Deviation from bufferyard requirements on the west side of the property
- C. Variance 3: Deviation from the approved plant list
- D. Variance 4: Deviation from roof pitch requirement of 7:12
- E. Variance 5: Deviation from maximum allowable 1,200 lumens for security lighting
- F. Variance 6: Deviation from maximum 10% mandatory parking spaces to be located between the primary structure or building and the front property line and said parking to be limited to a single row of parking stalls oriented toward the primary structure or building
- G. Condition 1: Include seven parking islands close to US 377, each with one tree, and west of the proposed fire lane
- H. Condition 2: agree to plant fifteen trees on the east side property line
- I. Condition 3: agree to include maximum building height on the elevation plan

Commissioner Kula seconded the motion. The motion carried unanimously by a vote of four (4) in favor to none (0) opposed. Commissioner Castellanos was absent.

- 3. Consider and take appropriate action on a replat (RP-22-003) for six old town lots, being 1.034 acres in the J. Davis Survey A-325, Town of Argyle Denton County, Texas; and being located west of Cypress Street, between Dallas Street and Denton Street and containing six residential lots.**

Principal Planner Harrison Wicks provided a presentation on this item. The Commission discussed this item and considered the replat.

Commissioner Lewis motioned to approve replat (RP-22-003) for six old town lots, with the following conditions:

- A. Condition 1: That the applicant submits an updated and accurate tree survey for the site
- B. Condition 2: That the required plan summary table is included on the plat
- C. Condition 3: That the required corner clip is demonstrated on the plat
- D. Condition 4: That a sanitary sewer easement is dedicated on the plat in the area shown for right-of-way abandonment

Commissioner Nelson seconded the motion. The motion carried unanimously by a vote of four (4) in favor to none (0) opposed. Commissioner Castellanos was absent.

**G. WORKSHOP ITEM**

**4. Discuss the Sign Ordinance Review and Update Diagnostic Report**

Director of Community Development Nabila Nur provided a presentation on this item. The Commission received the presentation, and no action was taken.

**H. FUTURE AGENDA AND ITEMS OF INTEREST**

**5. Active Development Project List**

**6. Briefing on recent Town Council action on Community Development agenda items.**

Town staff provided the commission with recent development project updates and gave an overview of upcoming projects.

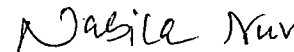
**I. ADJOURNMENT**

With no further business to attend, the meeting was adjourned at 8:07 PM.

**APPROVED THIS THE 7th DAY OF SEPTEMBER 2022.**

**WITNESS:**

  
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Casey Stewart, Chairman

  
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Nabila Nur, Director of Community  
Development