TOWN OF PROSPER
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MINUTES

Prosper Planning and Zoning Commission
Regular Meeting
Prosper Town Hall – Council Chambers
250 W. First Street, Prosper, Texas
Tuesday, October 20, 2026
7:00 PM

1. Call to Order / Roll Call

The meeting was called to order at 7:11 PM

Commissioners Present: Chair Damon Jackson, Vice Chair Josh Carson, Secretary Glen Blanscet, John Hamilton, Matt Furay, and Brett Butler

Absent: Deborah Daniel

Staff Members Present: David Hoover, AICP (Director of Development Services), Suzanne Porter, AICP (Planning Manager), Jerron Hicks (Planner), Carlos Branch (Planning Technician), and Michelle Crowe (Senior Administrative Assistant)

Other(s) Present: Terry Welch, Town Attorney

2. Recitation of the Pledge of Allegiance.

CONSENT AGENDA:

3a. Consider and act upon the work session minutes from the September 15, 2026, Planning and Zoning Commission meeting.

3b. Consider and act upon the regular minutes from the September 15, 2026, Planning and Zoning Commission meeting.

3c. Consider and act upon a request for a Conveyance Plat for Windsong Ranch Open Space 2, Block X, Lot 1, on 23.8± acres, located on the northwest corner of Glass Lane and Berylline Lane. (DEVAPP-26-0052)

3d. Consider and act upon a request for a Conveyance Plat for Windsong Ranch Open Space 3, Block X, Lots 1-2, on 83.9± acres, located on the north side of First Street and 1,500± feet west of Windsong Parkway. (DEVAPP-26-0053)

3e. Consider and act upon a request for a Conveyance Plat for Windsong Ranch Open Space 4, Block X, Lot 1, on 19.6± acres, located on the southwest corner of Windsong Parkway and Bluestem Drive. (DEVAPP-26-0054)

3f. Consider and act upon a request for a Conveyance Plat for Windsong Ranch Open Space 5, Block X, Lot 1, on 1.6± acres, located on the east side of Windsong Parkway and 1,115± feet north of University Drive. (DEVAPP-26-0055)

3g. Consider and act upon a request for a Conveyance Plat for Windsong Ranch Open Space 6, Block X, Lot 1, on 13.0± acres, located on the west side of Teel Parkway and 965± feet north of University Drive. (DEVAPP-26-0056)

3h. Consider and act upon a request for a Preliminary Site Plan for a Bank and a Medical Office/Retail Building on Jobe Addition, Block A, Lots 1 and 2, on 3.2± acres, located on the east side of Preston Road and 490± feet north of Lovers Lane. (DEVAPP-26-0068)

3i. Consider and act upon a request for a Conveyance Plat for Jobe Addition, Block A, Lots 1 and 2, on 3.2± acres, located on the east side of Preston Road and 490± feet north of Lovers Lane. (DEVAPP-26-0083)

3j. Consider and act upon a request for a Final Plat of Mirabella Way, Block A, Lot 1X, on 1.3± acres, located on the north side of University Drive and 3,000± feet east of Lakewood Drive. (DEVAPP-26-0082)

Commissioner Hamilton made a motion to approve Items 3a through 3j. The motion was seconded by Commissioner Carson. The motion was carried unanimously by a vote of 6-0 subject to the typographical corrections being made on Item 3h.

CITIZEN COMMENTS

No Comments were made.

REGULAR AGENDA:

4. Conduct a Public Hearing and consider and act upon a request to amend a portion of Planned Development-31 to create a new Planned Development on Saddle Creek Commercial, Block A, Lots 2R and 3, for non-residential uses (office, restaurant, retail), on 13.6± acres, located on the west side of Preston Road, 225± feet north of Prosper Trail. (ZONE-26-0012)

Ms. Porter presented Item 4, noting the modifications made from the previous zoning submission for this site, including building setbacks, dumpster locations, addition of a building along Preston Road, building materials, and noted that the lot coverage proposed is 20 percent. Staff recommends modifications to the dumpster locations and uses as noted in the staff report.

Vice Chair Carson requested clarification on the landscaping buffer and the basis for staff's recommendations for the removal of selected uses. Ms. Porter confirmed a 15-foot minimum buffer plus ten feet for utility easement and retaining wall are located along the west property line and stated the five uses were identified as concerns based on comments made when the previous zoning submission was considered in August.

Commissioners Hamilton and Secretary Blanscet requested explanation of the dumpster recommendations. Mr. Hoover stated the shift allows the truck service to be on the east side of the buildings, further from the residential property.

Secretary Blanscet discussed confirming lot coverage, mentioning that the lot coverage on the plan was less than twenty percent. He also requested clarification regarding the architectural standards listed in the existing Planned Development and whether they applied to this proposal, as well as the validity of the approved preliminary site plan should this zoning be approved. Ms. Porter confirmed that the articulation standards were removed and that the proposed facades meet current articulations requirements. Ms. Porter stated the prior preliminary site plan would become void upon zoning change.

Mr. Kanaga, the applicant's architect, presented information about the proposal and what modifications were made with this new conceptual plan, including lot coverage at approximately eighteen percent, modifying the second floor of the northern building to comply with the 150-foot setback and the additional structure along Preston Road. He expressed that the applicant is opposed to removing Gymnastics/Dance Studio and Health/Fitness Center from the list of permitted uses. The applicant has no objection to removal of the dumpster located at the southwest corner of the property but does object to shifting the dumpsters servicing the

westernmost buildings as it would be undesirable to have them near the front entries to the building.

The public hearing was opened at 8:03 p.m.

The following individuals spoke in opposition:
- Judi Manning, 1300 Clipstone Drive
- John Perry, 1240 Packsaddle Trail
- Andrew Coonrade, 911 Packsaddle Trail
- Jared Socal, 1220 Packsaddle Trail
- Christine Perry, 1240 Packsaddle Trail
- Aleen Pachowski, 3792 Dew Barry Lane
- Greg Acher, 1140 Circle Jay
- Lisa Archbeck, 1141 Circle Jay
- Matt Lineberger, 1161 Circle Jay

The public hearing was closed at 8:45 p.m.

Commissioner Furay inquired about alcoholic beverage establishments. Mr. Hoover confirmed bars are prohibited in the Town of Prosper; restaurants may serve alcohol under appropriate TABC licenses.

Commissioner Furay noted that under current zoning, retail is limited to six acres without specified location, which could allow buildings with restaurants as close as forty to sixty feet from residences. The primary change under the proposed Planned Development is the allowance of retail uses.

Secretary Blanscet raised questions regarding open space and compliance with the current ordinance standard of twelve percent, whereas the plan has 10.8 percent open space, and traffic. Ms. Porter and Mr. Hoover confirmed that the standards regarding open space requirements and the open space plan exhibit will both be used to evaluate compliance when development plans are submitted. Should there be significant deviations, the plans would be presented to the Commission for consideration.

Commissioner Hamilton stated he does not object to Gymnastics/Dance Studio or Health/Fitness Center uses and emphasized the improved setbacks and quality of activated open space under the proposal.

There was discussion regarding whether there as the potential for a large-format grocery or fitness facility. Mr. Hoover and Town Attorney Welch stated that the conceptual plan and text together establish the development intent. Material changes to building configuration, scale, or open space would require return to the Commission and would not be treated as minor amendments. Vice Chair Carson expressed comfort retaining grocery store use within the framework of the approved plan and square footages.

Commissioner Hamilton supported removal of the dumpster near the pond but expressed concern about relocating other dumpsters to building fronts.

Vice Chair Carson made a motion to approve Item 4, subject to modifications. The motion was seconded by Commissioner Hamilton. The motion was carried unanimously by a vote of 6 to 0. The following are the modifications per the motion:

- Removal of the following permitted uses:
  - Alcoholic Beverage Establishment
  - Insurance Office
  - Government Office
  - Massage Therapy

- The following uses require a Specific Use Permit:
  - Gymnastics/Dance Studio
  - Health/Fitness Studio
  - Grocery Store

- Open Space shall be provided at 10.8% as shown on the Open Space Plan

- Confirming setbacks adjacent to residential property, as shown on the plan, to be:
  - 80 feet for one-story buildings
  - 150 feet for two-story buildings

- Dumpster at far southwest corner, adjacent to Building 4, is to be removed and the dumpster located at Building 5B is to be moved, as needed, to benefit the residents in balance with the current dumpster guidelines.

5. Review actions taken by the Town Council and possibly direct Town Staff to schedule topic(s) for discussion at a future meeting.

Ms. Porter informed the Commissioners of past Town Council actions and upcoming cases for Planning and Zoning Commission consideration.

Vice Chair Carson noted he will not be available to attend the November 3, 2026, Planning and Zoning Commission Meeting.

6. Adjourn

Commissioner Hamilton made a motion to adjourn the meeting. The motion was seconded by Commissioner Furay. The motion was carried unanimously by a vote of 6-0.

The meeting was adjourned at 10:08 p.m.

Michelle Crowe, Senior Administrative Assistant

Glen Blanscet, Secretary