



**JOINT CITY COUNCIL AND PLANNING AND ZONING COMMISSION/SIGN BOARD  
MINUTES**

**NOVEMBER 4, 2019**

**LOCATION:** The Marq, 285 Shady Oaks Drive, Southlake, Texas 76092

**CITY COUNCIL PRESENT:** Mayor Laura Hill, Mayor Pro Tem Shawn McCaskill, Deputy Mayor Pro Tem John Huffman, and Councilmembers Shahid Shafi, Chad Patton, Ronell Smith and Chris Archer

**PLANNING AND ZONING COMMISSION/SIGN BOARD PRESENT:** Vice Chairman Chris Greer, Amy Torres-Lepp, Gina Phalen, Michael Springer, Scott Dyche, and Craig Rothmeier

**ABSENT:** Chairman Daniel Kubiak

**STAFF PRESENT:** City Manager Shana Yelverton, Assistant City Manager Ben Thatcher, Assistant City Manager and Director of Economic Development & Tourism Alison Ortowski, Assistant to the City Manager Lauren LaNeave, Deputy Director of Economic Development & Tourism Daniel Cortez, Deputy Director of Public Relations Pilar Schank, Chief Financial Officer Sharen Jackson, Fire Chief Mike Starr, Fire Inspector Angie Lopez, Assistant Police Chief Ashleigh Casey, Director of Community Services Chris Tribble, Senior Director of Planning and Development Services Ken Baker, Deputy Director of Planning and Development Services Dennis Killough, Assistant to the Director of Planning and Development Services Madeline Oujesky, Planner I Lorrie Fletcher, Policy & Strategic Initiative Principal Planner Jerod Potts, and City Secretary Amy Shelley.

**1. CALL TO ORDER**

The meeting was called to order by Mayor Laura Hill at 5:10pm.

**2. EXECUTIVE SESSION – NOT NEEDED FOR THIS MEETING.**

**3. MAYOR'S COMMENTS.**

Mayor Hill welcomed the Council, members of the Boards, staff and members of the community.

**4. OVERVIEW OF THE "DT" DOWNTOWN ZONING DISTRICT (TOWN SQUARE)  
AS IT RELATES TO THE ALLOWANCE OF RESIDENTIAL USES AND A**

**SUMMARY OF RESIDENTIAL PROJECTS CURRENTLY APPROVED/CONSTRUCTED IN SOUTHLAKE TOWN SQUARE.**

Senior Director of Planning and Development Services Ken Baker presented Item 2 and answered questions from the Mayor and Council.

- 5. PRESENTATION ON THE PROPOSED TOWN SQUARE "LAKE DISTRICT" PROJECT (APPROXIMATELY 13 ACRES) WHICH PROPOSES 350 RESIDENTIAL UNITS AND ASSOCIATED AMENITIES (APPROXIMATELY 7.3 ACRES JUST SOUTH OF THE POLICE AND FIRE HEADQUARTERS BUILDING, EAST OF CARROLL AVENUE AND WEST OF McPHERSON PARK) AND VARIOUS IMPROVMENTS AND ENHANCEMENTS TO THE ADJACENT McPHERSON PARK AND GRANITE OFFICE BUILDING PROPERTIES (APPROXIMATELY 5.7 ACRES).**

Frank Bliss, Principal President and Chris Pallus of Cooper and Company presented Item 5 and answered questions from the Mayor and Council.

- 6. ADDRESS QUESTIONS ON THE PROPOSED "LAKE DISTRICT" PROJECT FOR "DT" DOWNTOWN ZONING DISTRICT.**

Mayor and Council read questions from the audience and Mr. Bliss and Mr. Pallus responded.

- 7. PRESENTATION ON RETAIL PROPERTIES OF AMERICA INC. (RPAI) PROPOSED AMENDMENTS TO THE TOWN SQUARE MASTER SIGN PLAN AND "DT" DOWNTOWN ZONING DISTRICT REGULATIONS AND GUIDELINES.**

Senior Director of Planning and Development Services Ken Baker and Policy & Strategic Initiative Principal Planner Jerod Potts presented Item 7 and answered questions from the Mayor and Council.

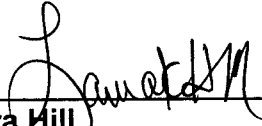
- 8. ADDRESS QUESTIONS ON THE PROPOSED AMENDMENTS TO THE TOWN SQUARE MASTER SIGN PLAN AND "DT" DOWNTOWN ZONING DISTRICT REGULATIONS AND GUIDELINES.**

As there were no questions, Mayor Hill suggested that the Sign Board take a detailed look at the Master Sign Plan. She also suggested having different categories or tiers to be approved by staff rather than the Sign Board. She suggested expanding the existing sign color options. Deputy Mayor Pro Tem Huffman concurred and stated graduating tiers is a good idea and certainly if staff has any issues, bring forward to the Sign Board. He stated the flexibility with coloring relative to branding is encouraged. Mayor Pro Tem McCaskill agreed and having staff approval will speed up the process for businesses.

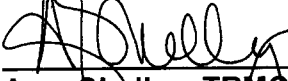
- 9. ADJOURNMENT**

Mayor Hill adjourned the meeting at 7:09pm.

**MINUTES APPROVED ON THIS, THE 19<sup>th</sup> DAY OF NOVEMBER 2019.**

  
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Laura Hill  
Mayor

ATTEST:

  
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Amy Shelley, TRMC  
City Secretary

