



Memorandum

August 1, 2017

TO: Town Council
Julie Couch, Town Manager

FROM: Israel Roberts, AICP
Planning Manager

SUBJECT: **CONDITIONAL USE PERMIT FOR CREEKWOOD UNITED METHODIST CHUCH (CASE #CUP2017-01)**

BACKGROUND: This is a request for approval of a revised Conditional Use Permit (CUP) for the Creekwood United Methodist Church to reflect an expansion to the existing campus. The 28.4-acre site is located at the southwest corner of Stacy Road and Country Club Road and is zoned for the (RE-1) One-Acre Ranch Estate District. Applicant: Kevin Minkler; Pacheco Koch, representing Creekwood United Methodist Church.

STATUS OF ISSUE: The plans reflect the development of a 11,415-square foot, one-story expansion to the existing main building. The proposed expansion will allow for the installation of additional classrooms and office space for the Creekwood United Methodist Church.

Staff Analysis

- CUP Ordinance requirement
 - The zoning ordinance allows staff approval of building expansions up to 300 square feet. In this case, since the proposed expansion is 11,415, and exceeds the maximum building expansion as established by the zoning ordinance, approval of a new conditional use permit is required.
- Site Plan
 - To ensure appropriate emergency coverage for the proposed expansion, the site plan reflects the lengthening of a dead-end fire lane on the south side, the expansion of a fire lane and driveway on the north side that connects to Stacy Road, and the installation of an additional fire hydrant. No other changes are proposed for the site.

- Religious facilities in residential districts require 35' setbacks from all property lines, the proposal meets this requirement.
- Landscape Plan
 - The area proposed for the expansion is currently void of existing landscape material. The proposed plan, reflects the installation of ornamental trees, shrubs and seasonal color areas on the north side of the proposed expansion along Stacy Road. No existing trees will be removed for the proposed expansion.
 - A 75' landscape buffer is required when a religious facility is located adjacent to a residential district. The proposed expansion meets this requirement.
- Building Elevations
 - Using matching materials with those of the existing structure, the proposed expansion features a stone and plaster finish with composition shingles that is highlighted by a decorative steeple. The steeple is 55 feet tall and is for decorative purposes only. The steeple will not include the bell sound system as previously approved.
- History
 - In 2006, Creekwood UMC received a CUP for a building expansion that included the installation of a 154' tall digital bell tower. The bell tower is no longer in the development plans for the church and will not be installed. The proposed steeple is for decorative purposes only.

Public Input

The town has notified 28 adjacent property owners within 500 feet of the subject property in accordance with Town requirements and to date, have received no correspondence.

P&Z ACTION: At the July 13 meeting, the Planning and Zoning Commission recommended **APPROVAL** of the request (5-0) as presented.

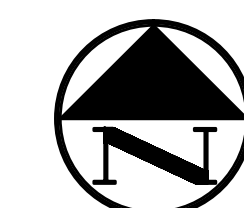
STAFF RECOMMENDATION: Staff recommends **APPROVAL** as presented.

BUDGET: N/A

ATTACHMENTS:

- Locator
- Site Plan
- Landscape Plan
- Building Elevations
- Proposed Ordinance





GRAPHIC SCALE IN FEET
0 30 60 120 180

SITE DATA SUMMARY TABLE	
ZONING:	(RE-1) WITH A CUP FOR A RELIGIOUS FACILITY
LAND USE:	RELIGIOUS FACILITY
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DISTURBED AREA:	1.65 ACRES (72,302 SF)
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PROPOSED BUILDING FOOTPRINT AREA (GROSS SF):	11,435
BUILDING HEIGHT (#STORY):	ONE STORY
PARKING RATIO:	1 SPACE PER 3 SEATS
PARKING REQUIRED:	250
PARKING PROVIDED:	185 (433 TOTAL WITH AGREEMENT)

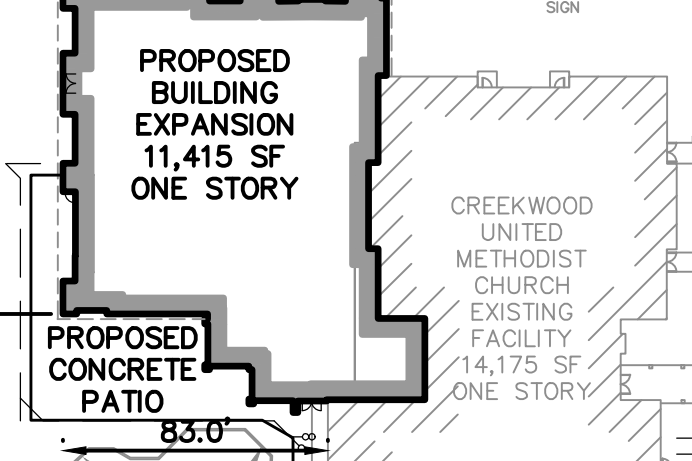
NOTE:
CREEKWOOD UNITED METHODIST CHURCH HAS AN EXISTING PARKING AGREEMENT WITH THE ADJACENT LOVE JOY ELEMENTARY SCHOOL. DURING PEAK FACILITY USE, THE CHURCH IS ALLOWED TO PARK ON THE ELEMENTARY SCHOOL CAMPUIS, IN RETURN THE ELEMENTARY SCHOOL IS ALLOWED TO UTILIZE THE CHURCH PARKING DURING THE WEEKDAYS.

STACY ROAD

VARIABLE WIDTH ROW
(VOLUME 1627, PAGE 845)

LOT 1, BLOCK A, CREEKWOOD ADDITION

28.442 ACRES
(1,238,928 SF)



LIMITS OF 100 YEAR
WATER SURFACE
ELEVATION=603.00

$\Delta=6'06'57''$
 $R=3395.90'$
 $L=362.48'$
 $T=181.41'$
 $CB=S\ 09'35'25''\ E$
 $CD=362.30'$
 (DEED)
 $R=3395.90$
 $L=362.54'$

$S\ 12'45'23''\ E$
 $225.19'$
 (BEARING BASIS)

COUNTRY CLUB ROAD
 VARIABLE WIDTH ROW

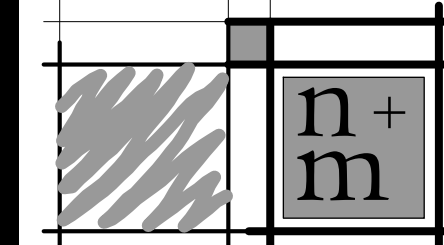
PRELIMINARY
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 PURPOSE OF SCHEMATIC REVIEW ONLY
 AND IS NOT INTENDED FOR PERMITTING,
 BIDDING, OR CONSTRUCTION PURPOSES.
 PLANS PREPARED UNDER THE DIRECT
 SUPERVISION OF KEVIN C. MINKLER, P.E.
 TEXAS REGISTRATION NO. 124843
 DATE: 07/13/2017

Pacheco Koch 7557 RAMBLER ROAD SUITE 1400
 DALLAS, TX 75231 972.235.3031
 TX REG. ENGINEERING FIRM F-469
 TX REG. SURVEYING FIRM LS-10008000

PROPOSED SITE PLAN						
CREEKWOOD UNITED METHODIST CHURCH BUILDING EXPANSION						
TOWN OF FAIRVIEW, COLLIN COUNTY, TEXAS						
DESIGN	DRAWN	DATE	SCALE	NOTES	FILE	NO.
KCM	JHB	JULY 2017	1"=60'			2

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CREEKWOOD UNITED METHODIST CHURCH, BUILDING EXPANSION



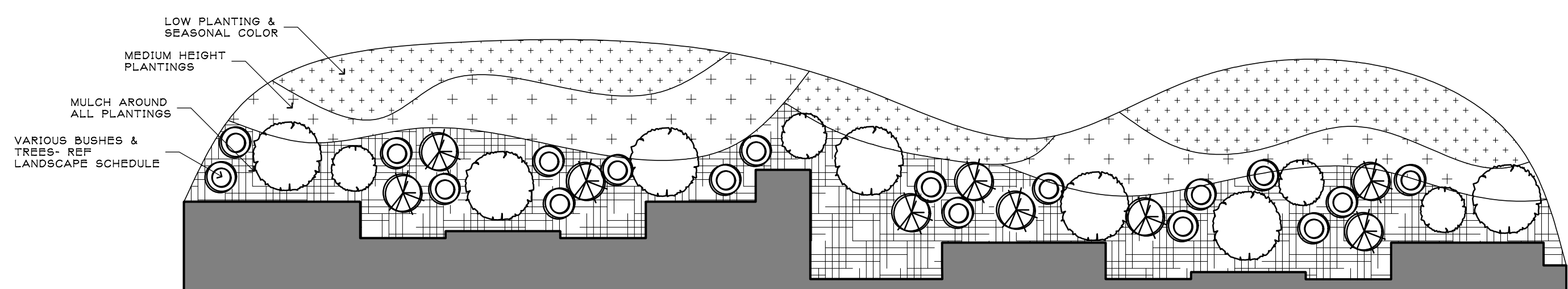
NELSON + MORGAN ARCHITECTS, INC.

Architects
Planners
Interior Design

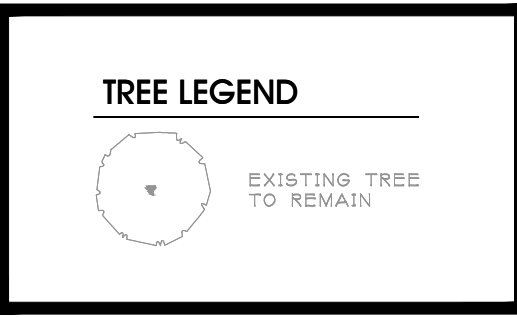
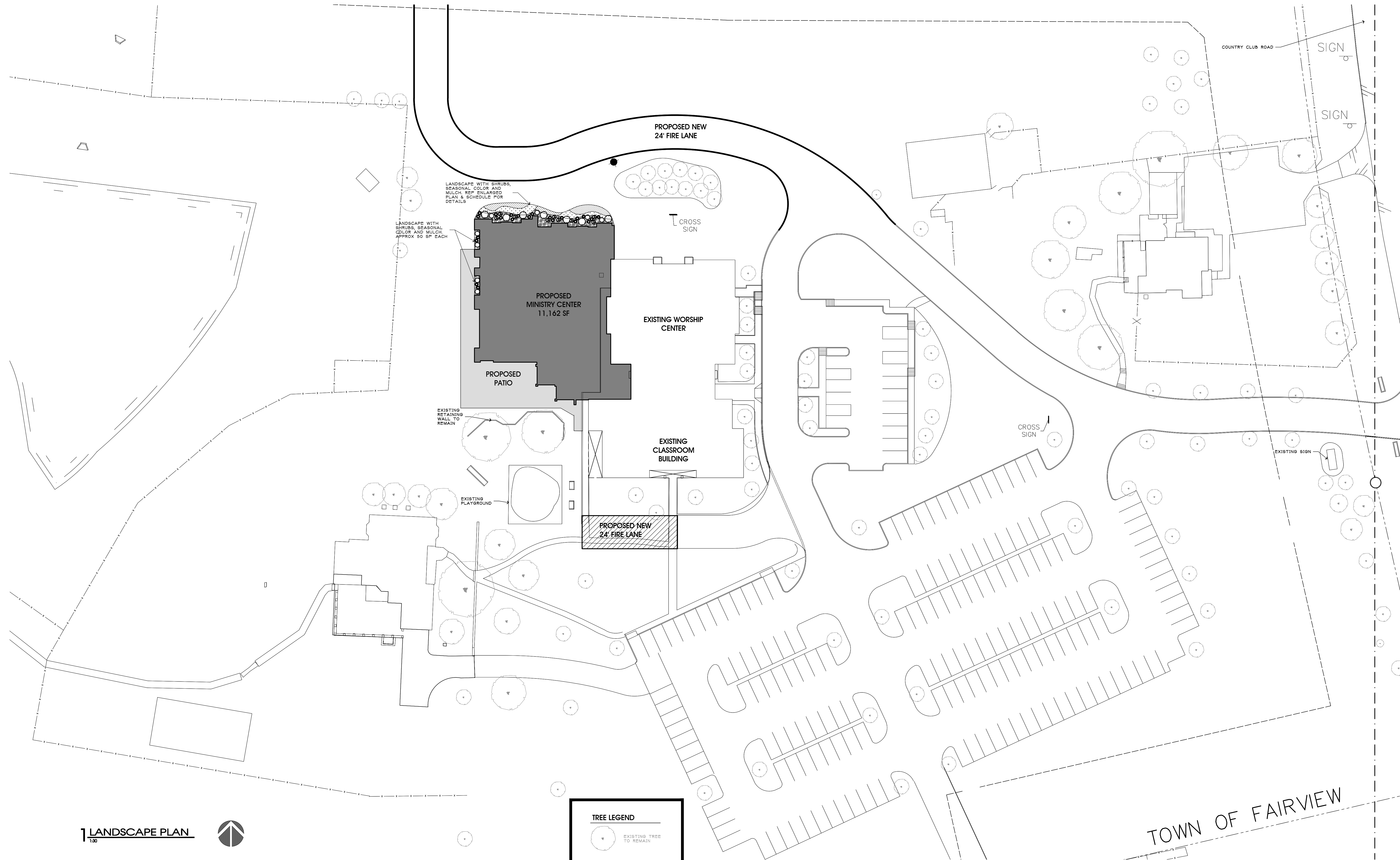
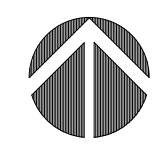
2717 Wind River Lane, Suite 230
Denton, Texas 76210
Telephone 940.566.0266
Fax 940.566.0223
info@nelsonmorgan.com

PLANTING SCHEDULE			
SYMBOL	COUNT	DESCRIPTION	SPECIFICATIONS
PERENNIALS / GROUND COVERS / MISC.			
	7	Small tree	12' tall, minimum 3-1" trunks; B&B
	±22	Small Bush	1 gal.; 36" O.C.
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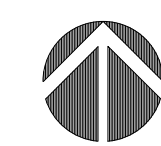
NOTE: CONTRACTOR TO SELECT PLANT MATERIAL BASED ON HEIGHT AND WIDTH CALLED OUT ABOVE. POT SIZE CALLED OUT IS A MINIMUM REQUIREMENT



2 ENLARGED LANDSCAPE PLAN
1/8" = 1'-0"



1 LANDSCAPE PLAN
1/32"



PRELIMINARY REVIEW NOT FOR CONSTRUCTION 5-31-2017

NEW MINISTRY CENTER
FOR
CREEKWOOD UNITED METHODIST CHURCH
FAIRVIEW TEXAS

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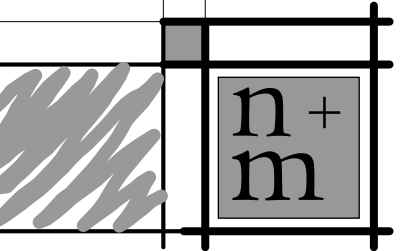
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LANDSCAPE PLAN

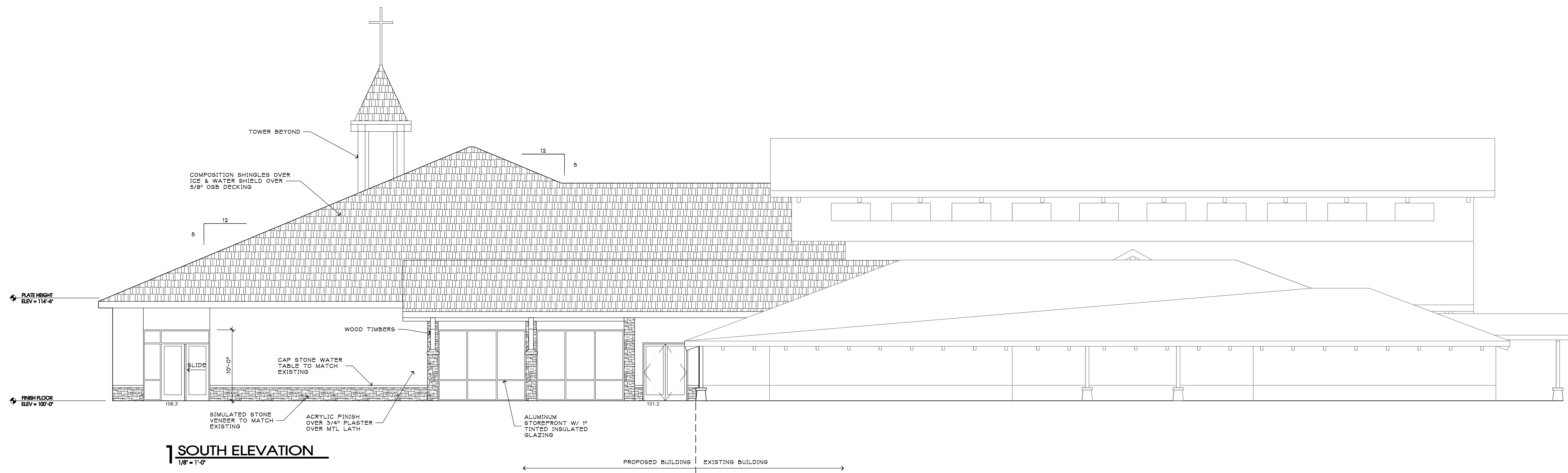
SHEET
L1.1



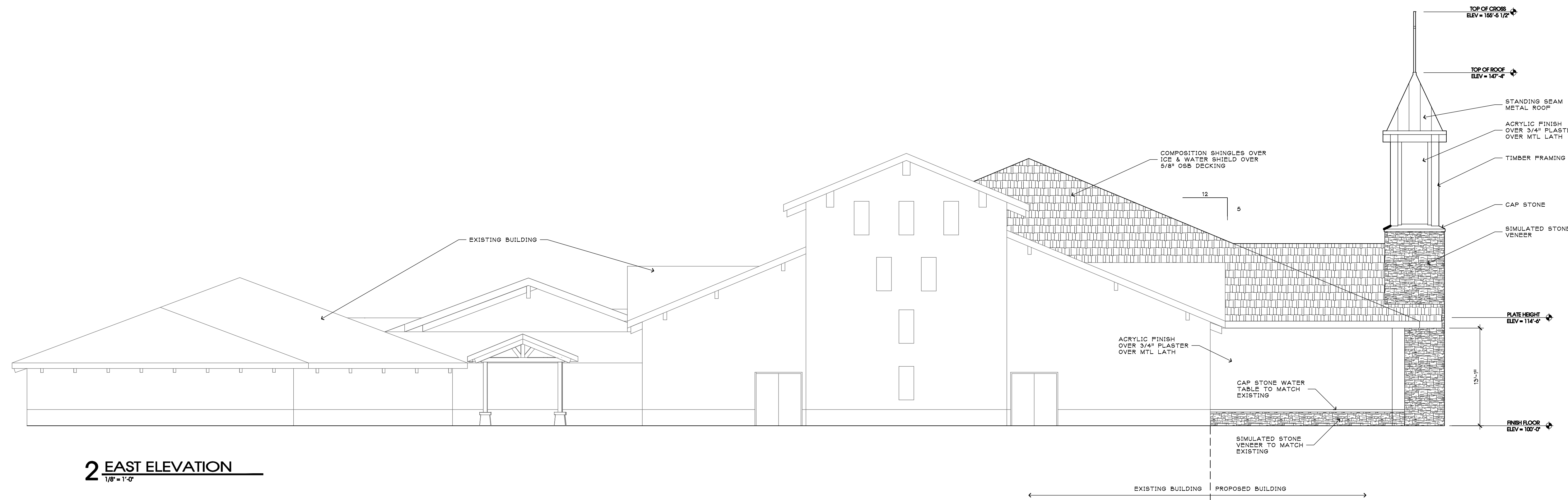
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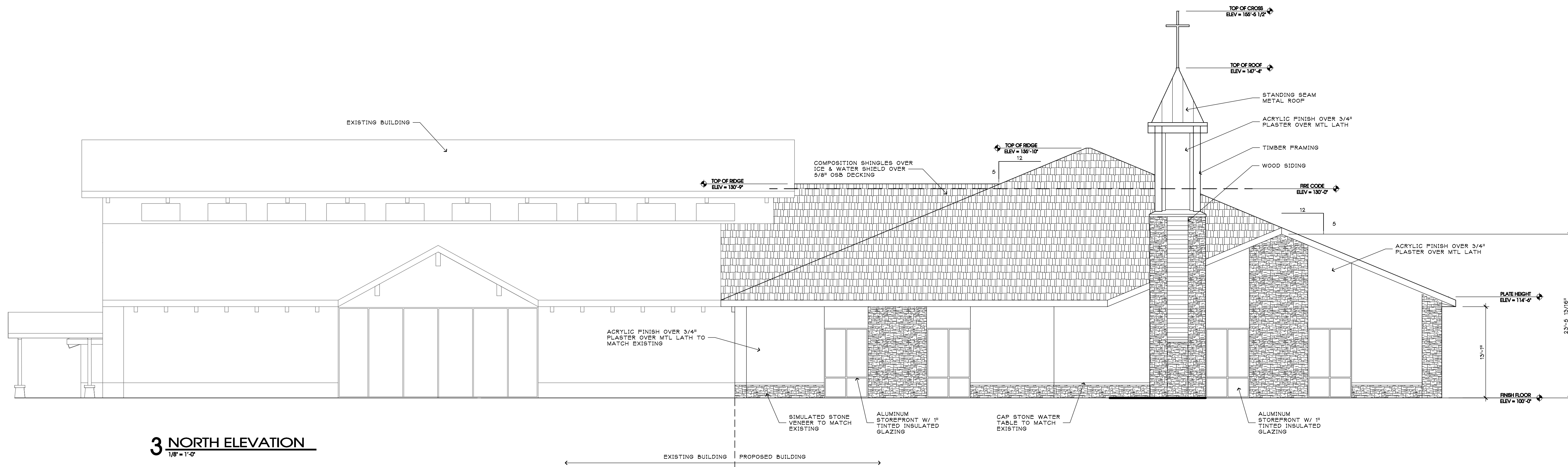
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Fax 940.566.0223
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1/8" = 1'-0"



2 EAST ELEVATION
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3 NORTH ELEVATION
1/8" = 1'-0"

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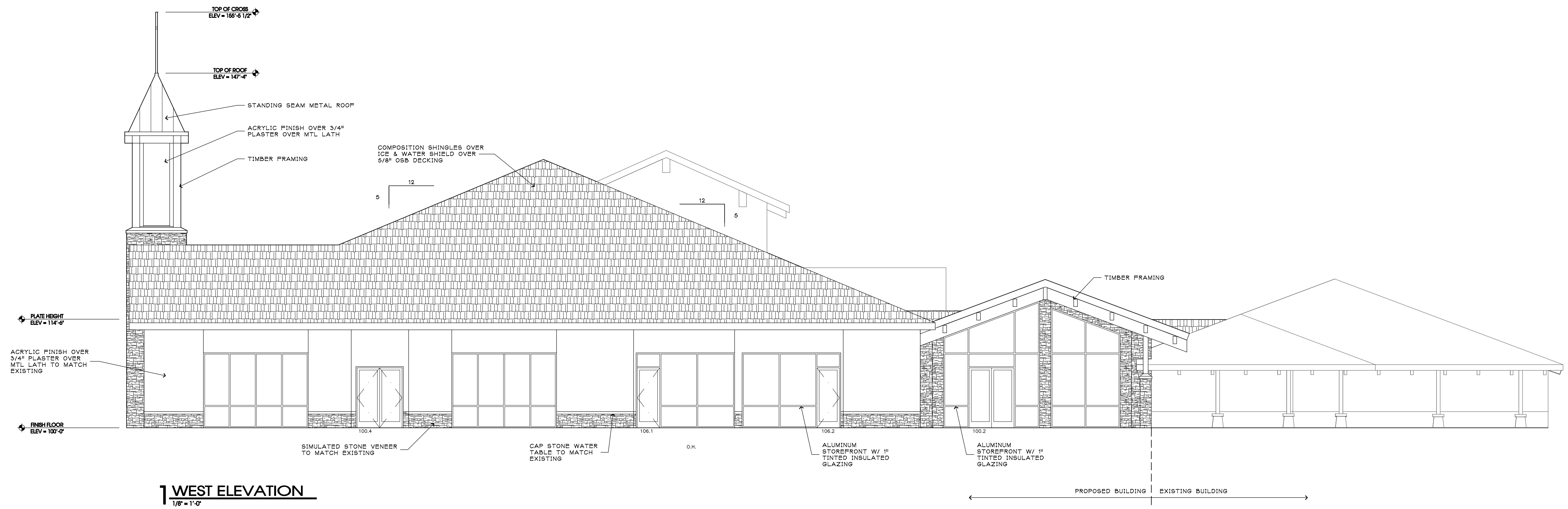
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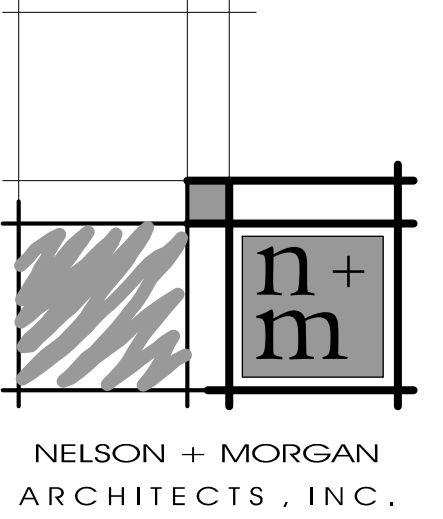
EXTERIOR ELEVATIONS

SHEET

A3.1



WEST ELEVATION
1/8" = 1'-0"



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PRELIMINARY REVIEW NOT FOR CONSTRUCTION 5-31-2017

NEW MINISTRY CENTER
FOR
CREEKWOOD UNITED METHODIST CHURCH
FAIRVIEW
TEXAS

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EXTERIOR ELEVATIONS
SHEET
A3.2

TOWN OF FAIRVIEW, TEXAS

ORDINANCE NO. 2017-_____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES, CHAPTER 14 (ZONING), AND THE ZONING MAP OF THE TOWN OF FAIRVIEW, TEXAS; GRANTING A CONDITIONAL USE PERMIT (CUP) FOR CREEKWOOD UNITED METHODIST CHURCH LOCATED AT 261 COUNTRY CLUB ROAD; BEING A 28.4-ACRE TRACT OF LAND LOCATED THE SOUTHWEST CORNER OF STACY ROAD AND COUNTRY CLUB ROAD, TOWN OF FAIRVIEW, COLLIN COUNTY TEXAS; PROVIDING A PENALTY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, notice of a public hearing before the Town of Fairview Planning and Zoning Commission was sent to real property owners within 500 feet of the property herein described at least ten (10) days before such hearing; and

WHEREAS, notice of a public hearing before the Town of Fairview Town Council (“Town Council”) was published in a newspaper of general circulation in the Town of Fairview at least sixteen (16) days before such hearing; and

WHEREAS, public hearings to adopt zoning on the property herein described were held before both the Planning and Zoning Commission and the Town Council, and the Planning and Zoning Commission has heretofore made a recommendation concerning the zoning; and

WHEREAS, the Town Council finds that the zoning herein effectuated furthers the purpose of zoning in the town and that it is in the public interest to approve said zoning described herein; now, therefore,

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF FAIRVIEW, TEXAS:

Section 1. That the Code of Ordinances, Town of Fairview, Texas (“Fairview Code”), Chapter 14 (Zoning), and the zoning map of the Town of Fairview, Texas are hereby amended by granting a Conditional Use Permit (CUP) for the Creekwood United Methodist Church at 261 Country Club Road, being a 28.4-acre tract of land located at the southwest corner of Stacy Road and Country Club Road, Town of Fairview, Collin County Texas, in accordance with the provisions of Chapter 14 (Zoning), Article 14.02, Division 1 (Generally), Section 14.02.010 and Chapter 14 (Zoning), Article 14.02, Division 11 (Conditional Use Permit District), Section 14.02.511 et seq., of the Fairview Code, as amended.

Section 2. Use and development of the subject property shall conform to the provisions found in Chapter 14 (Zoning), Article 14.02, Division 1 (Generally), Section 14.02.010 and Chapter 14 (Zoning), Article 14.02, Division 11 (Conditional Use Permit District), Section 14.02.511 et seq., of the Fairview Code, as amended, except as follows:

1. Site shall be developed in general conformance with the attached site plan (Exhibit A), Landscape Plan (Exhibit B), and building elevations (Exhibits C1 and C2)

Section 3. That any person, firm, or corporation violating any of the provisions of this ordinance shall be deemed guilty of a misdemeanor and upon conviction be subject to a fine in accordance with the general provisions of the Fairview Code.

Section 4. That the sections, paragraphs, sentences, phrases, clauses and words of this ordinance are severable, and if any section, paragraph, sentence, phrase, clause or word in this ordinance or application thereof to any person, firm or corporation, or to any circumstance is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this ordinance, and the Town Council hereby declares that it would have adopted such remaining portions of this ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

Section 5. That this ordinance shall take effect upon passage and publication, and it is accordingly so ordained.

PASSED AND APPROVED BY THE TOWN COUNCIL OF THE TOWN OF FAIRVIEW, TEXAS, THIS 1st DAY OF AUGUST, 2017.

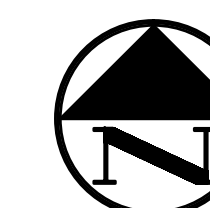
Darion Culbertson, Mayor
Town of Fairview

ATTEST:

Elizabeth Cappon, Town Secretary

APPROVED AS TO FORM:

Clark McCoy, Town Attorney



GRAPHIC SCALE IN FEET
0 30 60 120 180

SITE DATA SUMMARY TABLE	
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STACY ROAD

VARIABLE WIDTH ROW
(VOLUME 1627, PAGE 845)

**LOT 1, BLOCK A,
CREEKWOOD ADDITION**
28.442 ACRES
(1,238,928 SF)

PROPOSED BUILDING EXPANSION
11,415 SF
ONE STORY

PROPOSED CONCRETE PATIO

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 $L = 362.48'$
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(DEED)
 $R = 3395.90$
 $L = 362.54'$

$S 12'45'23" E$
 $225.19'$
(BEARING BASIS)

$S 76'57'41" W 285.85'$
 $S 77'20'37" W - 285.52'$ (DEED)

$S 12'39'28" E$
 $226.91'$
(DEED= $S 12'12'27" E - 226.91'$)

$S 89'46'16" W 1206.94'$
(DEED= $S 89'50'51" W - 1206.94'$)

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PLANS PREPARED UNDER THE DIRECT SUPERVISION OF KEVIN C. MINKLER, P.E.
TEXAS REGISTRATION NO. 124843
DATE: 07/13/2017

Pacheco Koch 7557 RAMBLER ROAD SUITE 1400
DALLAS, TX 75231 972.235.3031
TX REG. ENGINEERING FIRM F-469
TX REG. SURVEYING FIRM LS-10008000

PROPOSED SITE PLAN						
CREEKWOOD UNITED METHODIST CHURCH BUILDING EXPANSION						
TOWN OF FAIRVIEW, COLLIN COUNTY, TEXAS						
DESIGN	DRAWN	DATE	SCALE	NOTES	FILE	NO.
KCM	JHB	JULY 2017	1"=60'			2

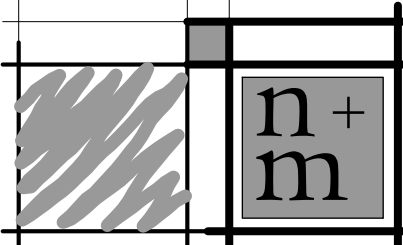
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CREEKWOOD UNITED METHODIST CHURCH, BUILDING EXPANSION

EXHIBIT A



NELSON + MORGAN ARCHITECTS, INC.

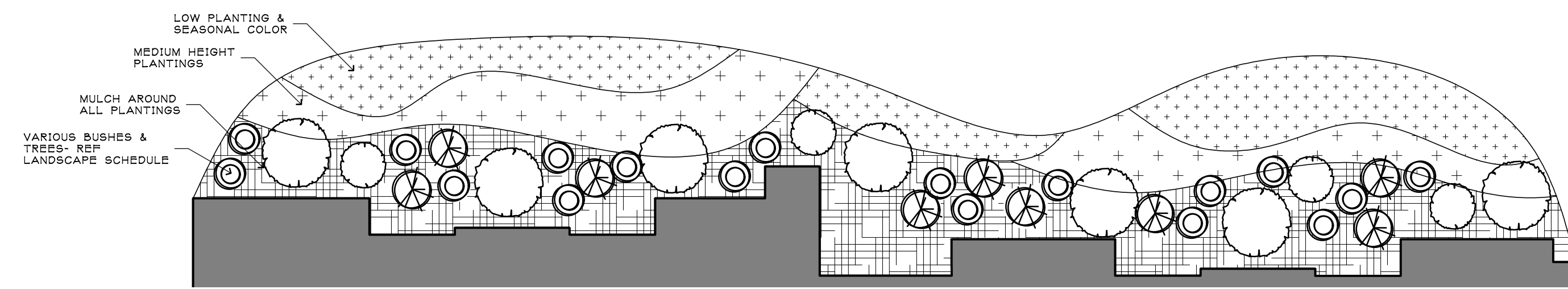
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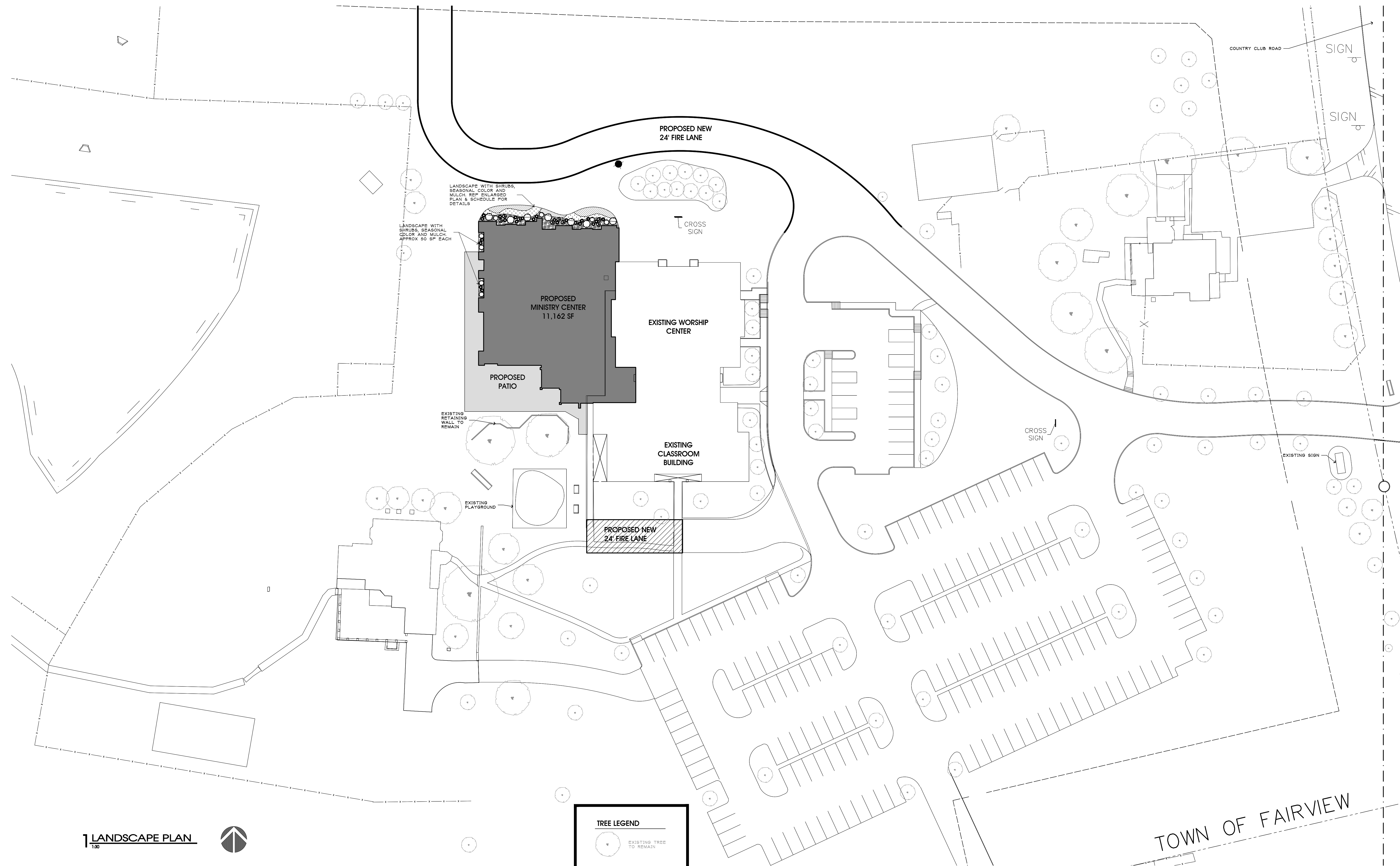
EXHIBIT B

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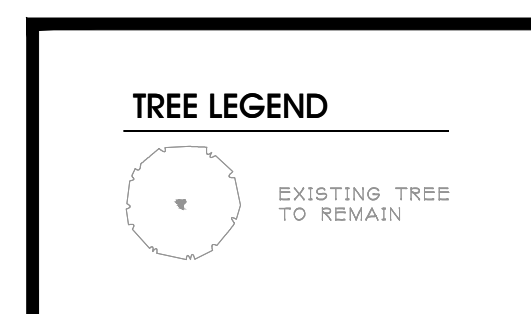
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2 ENLARGED LANDSCAPE PLAN
1/8" = 1'-0"



1 LANDSCAPE PLAN
1/32"



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NEW MINISTRY CENTER
FOR
CREEKWOOD UNITED METHODIST CHURCH
FAIRVIEW TEXAS

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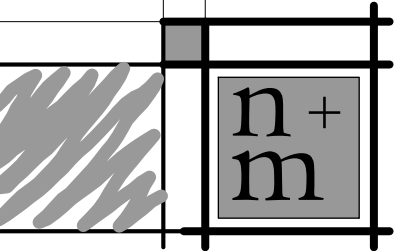
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LANDSCAPE PLAN

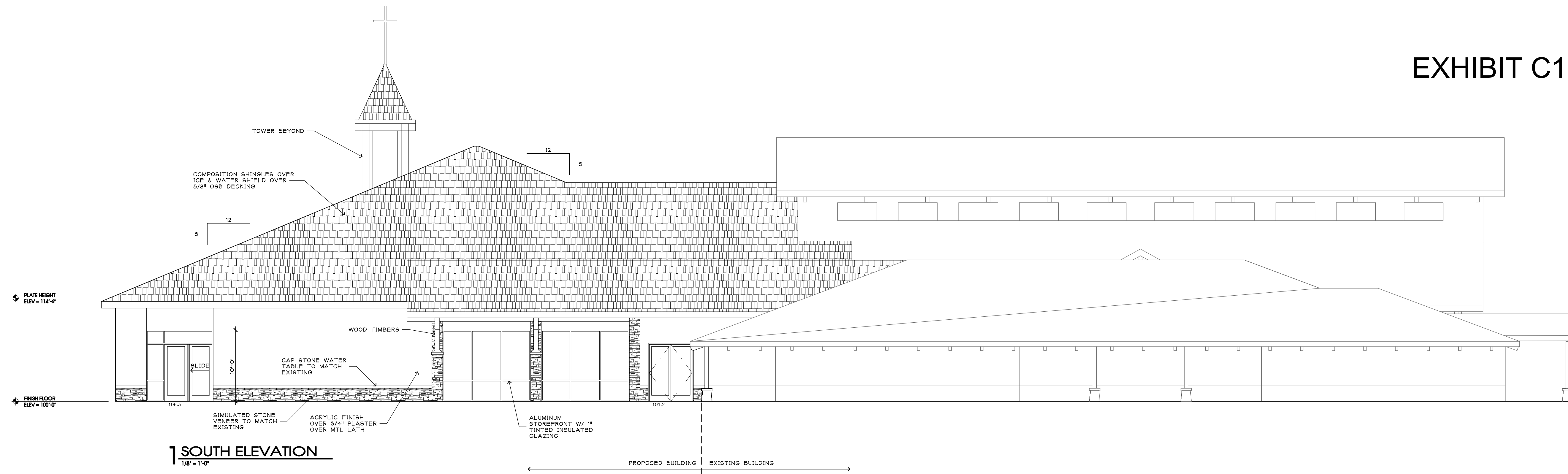
SHEET
L1.1



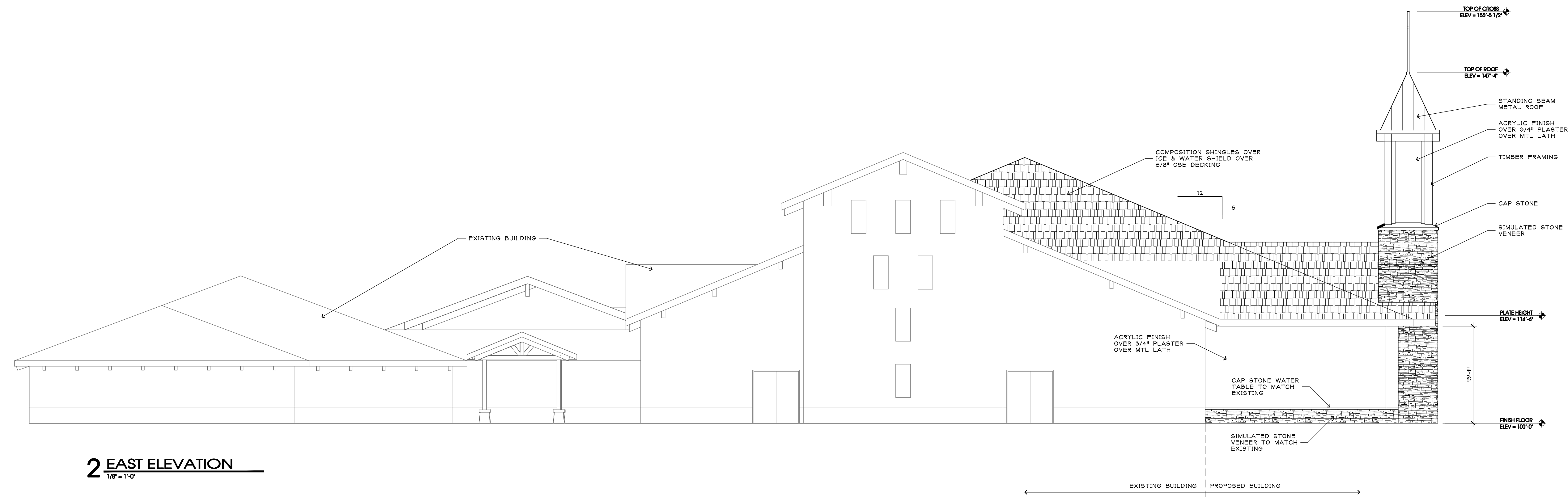
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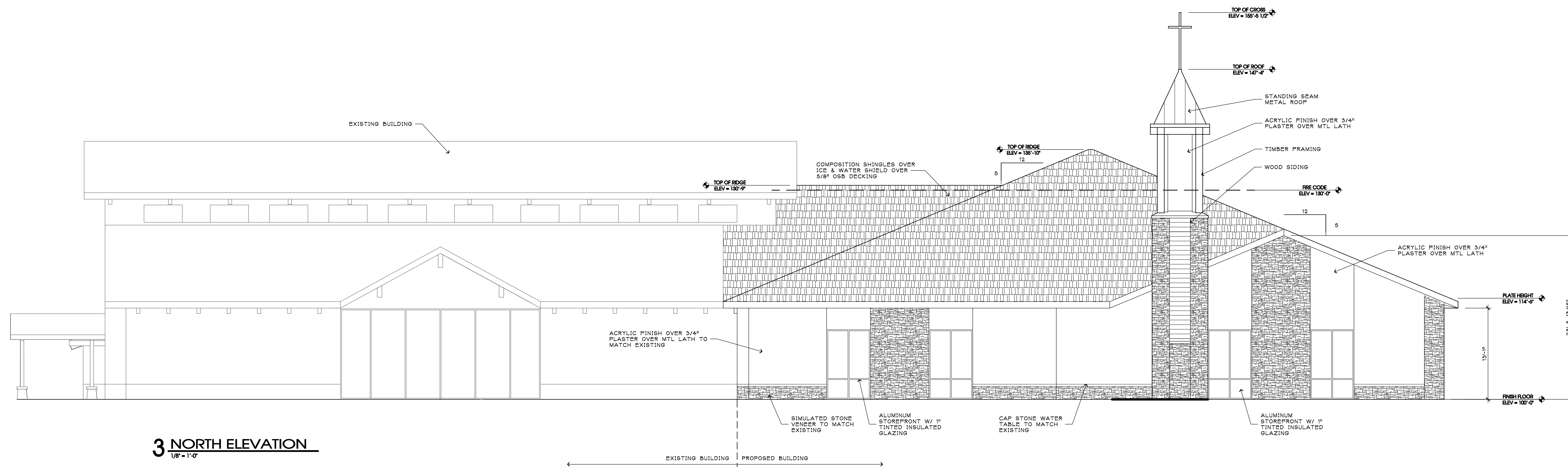
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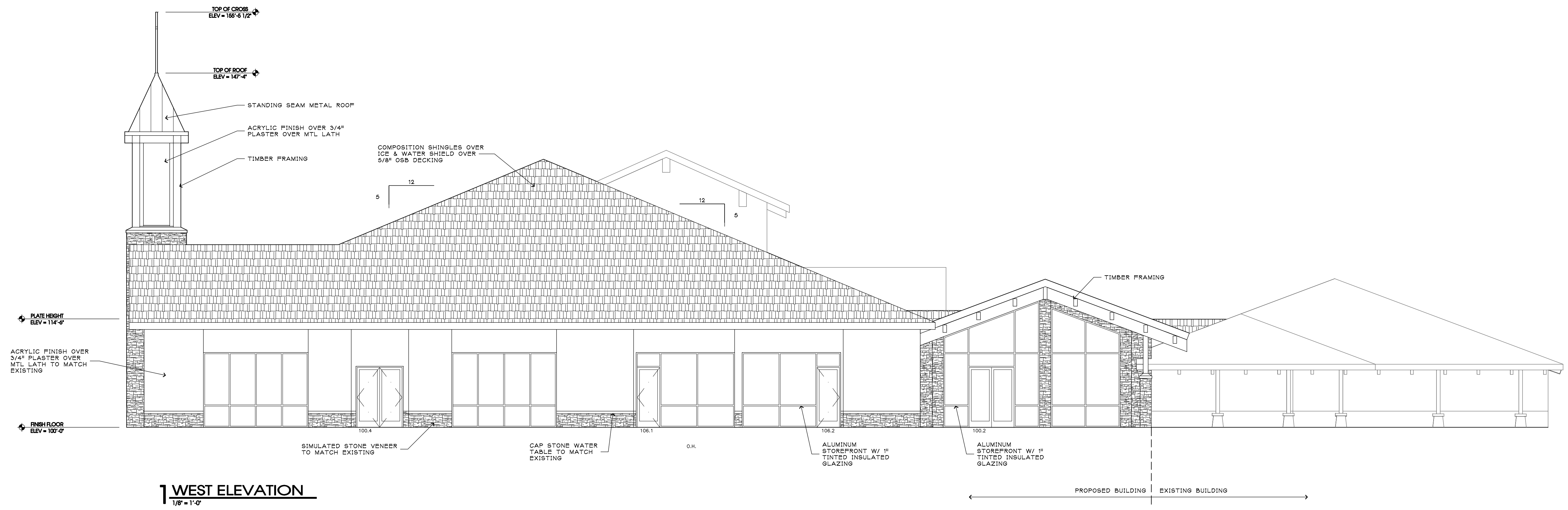
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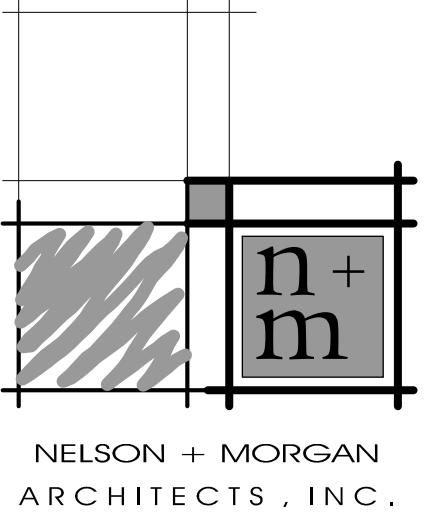
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Review - _____
Pricing - _____
Bidding - _____
Construction - _____

EXTERIOR ELEVATIONS
SHEET
A3.2

EXHIBIT C2