



## TOWN OF FAIRVIEW, TEXAS

### Agenda

### Planning and Zoning Commission Regular Meeting

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November 13, 2025

7:00 PM

Town Hall Council Chambers  
372 Town Place  
Fairview, Texas

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#### **WATCH THE BROADCAST LIVE**

This meeting will be broadcast live. Members of the public who wish to watch this meeting may watch the live broadcast by clicking the link below or scanning the QR Code:

[CLICK HERE FOR THE LIVE BROADCAST](#)



1. **Call to Order**

2. **Citizen's Comments (for Non-Public Hearing Items)**

*At this time, any person may address the Commission regarding an item on this meeting agenda or on matters not on this meeting agenda. Each person will have up to three (3) minutes. The Chair may reduce the speaker time limit uniformly to accommodate the number of speakers or improve meeting efficiency.*

*Pursuant to Section 551.007 of the Texas Government Code, any person wishing to address the Commission for items listed as Public Hearings will be recognized when the Public Hearing is opened.*

*No discussion or action may be taken at this meeting on items not listed on this agenda, other than to make statements of specific factual information in response*

*to a citizen's inquiry or to recite existing policy in response to the inquiry.*

**3. Action/Discussion Items**

- a. Approve the minutes of the August 14, 2025, regular meeting of the Planning and Zoning Commission
- b. The Planning and Zoning Commission acting as the Tree Board under Ordinance No. 2009-5-5C will consider and take action regarding the Town's Annual Tree City USA Recertification application.

**4. Public Hearings**

- a. Conduct a public hearing, consider and take action on a request for approval of a Conditional Use Permit (CUP) for a sports court. The 1.19-acre site is located at 651 Louise Drive and is zoned for the (RE-1) One-acre Ranch Estate District. Applicant: Joel Catalano, North Texas Stone representing owner Kenneth Donaldson.

**5. Adjourn**

I, Joshua Stevenson, Town Secretary, hereby certify that this notice was posted in accordance with Texas Government Code, Chapter 551, on or before the 7th day of November 2025 at 6:00 p.m.

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Joshua Stevenson, Town Secretary

**NOTICE OF ASSISTANCE AT THE PUBLIC MEETINGS:**

The Town of Fairview Council Chambers is wheelchair accessible. Access to the building and special parking is available at the primary southwest and northwest entrance into the Town Hall parking lot. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the Town Secretary's office at least 48-hours prior to the meeting. Please e-mail your request to [townsecretary@fairviewtexas.org](mailto:townsecretary@fairviewtexas.org) or call at 972-886-4234. BRAILLE IS NOT AVAILABLE.

**FAIRVIEW PLANNING AND ZONING COMMISSION  
MEETING MINUTES  
AUGUST 14, 2025**

The Planning and Zoning Commission met on August 14, 2025 at 7:00 PM at 372 Town Place, Fairview, Texas.

Commissioners present: Chair John Adler, and Commissioners Clay Medley, Renee Powell, and Willis White.

Commissioners absent: Vice Chair Dennis Swingle, and Commissioners Ben Kuehne and Darrell Sims.

Staff present: Planning Manager, Israel Roberts; Town Engineer, James Chancellor; and Town Secretary, Joshua Stevenson.

**1. Call to Order**

The Chair called the meeting to order at 7:00 PM upon determining a quorum was present.

There were ten (10) members of the public present when the meeting was called to order.

**2. Citizen's Comments (for Non-Public Hearing Items)**

Chair Adler called for citizen comments.

There were none when called for.

Chair Adler closed citizen's comments.

**3. Action/Discussion Items**

- a. Approve the minutes of the July 10, 2025, regular meeting of the Planning and Zoning Commission

Chair Adler called for this item.

The Commission passed the motion by Commissioner, seconded by Commissioner White, to approve the minutes of the July 10, 2025, regular meeting of the Planning and Zoning Commission in a vote of Yes 3, No 0, Abstained 1. Commissioner Powell abstained.

- b. Consider, discuss and take action on a request for approval of a Final Plat of the Fairview Texas Temple Addition. The 8.1-acre site is located on the north side of Stacy Road, west of Meandering Way and is zoned for the (RE-1) One-acre Ranch Estate District with a Conditional Use Permit (CUP) for a religious facility. Applicant: Tom Coppin, Kimley-Horn and Associates representing

owners The Church of Jesus Christ of Latter-Day Saints.

Chair Adler called for this item.

Mr. Roberts spoke regarding this item. Staff recommends approval.

The Commission and staff had discussion regarding this item.

The applicant spoke regarding this item.

The Commission passed the motion by Commissioner Powell, seconded by Commissioner White, to approve a request for approval of a Final Plat of the Fairview Texas Temple Addition in a vote of Yes 4, No 0, Abstained 0.

4. **Adjourn**

Chair Adler adjourned the meeting at 7:06 PM.

These minutes were approved by the Planning and Zoning Commission on November 13, 2025.

APPROVED:

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John Adler, Chair

ATTEST:

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Joshua Stevenson, Town Secretary

Town of Fairview, Texas



## *Memorandum*

### *November 6, 2025*

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TO: Town of Fairview Tree Board

FROM: James Chancellor, Town Engineer/Landscape Administrator

**SUBJECT: Tree City USA Designation Recertification and Tree Care Program Update**

**BACKGROUND:** Established under Ordinance No. 2009-5-5C, the Town of Fairview Tree Board assists the Town Engineer, acting in his capacity as the Landscape Administrator, in overseeing the Tree Care Program for the Town. Under this program, the Town Engineer is responsible for tending to trees, plants, and shrubs within Fairview's public areas. His duties also include the removal of vegetation causing public safety concerns and/or adverse effects to public improvements within the Town. The Tree Board consists of the seven members of the Planning and Zoning Commission. Board members are led by a chairperson, who also serves as the chairperson of the Planning and Zoning Commission. Each year the Tree Board approves the renewal of the Town's Tree City USA designation, which is a national program that provides the framework for community forestry management for cities and towns across the country.

**STATUS OF ISSUE:** The Arbor Day Foundation requires that four standards be met in order to renew the Town's Tree City USA designation. First, the Town must have a legal entity that assumes responsibility for the care and management of the community's trees. Second, the Town must furnish an existing tree care ordinance for the community. Third, the Town must show that the annual budget affords at least \$2 per capita toward spending on municipal forestry projects and related expenses. Finally, the Town must hold an official observance and proclamation for Arbor Day.

Fairview's Tree Board satisfies standard number one. Fairview currently utilizes a community tree care ordinance, which is satisfactory for the second standard. Fairview has exceeded the third standard of expending a minimum of \$2 per capita for municipal forestry projects and related expenses. In 2025, Fairview spent \$5.08 per capita on municipal forestry projects and related expenses. Finally, standard four was met when the Mayor proclaimed November 4, 2025 as Arbor

Day in the Town of Fairview at the regular November 4, 2025 Town Council meeting. At that public meeting, an Arbor Day presentation was given to citizens in attendance.

BUDGET: N/A

RECOMMENDATION: Authorize town staff to submit the Town of Fairview Tree City USA Designation Recertification Application for 2025.

## TREE CITY USA STANDARD 3 WORKSHEET

Community: Town of Fairview

Year: 2025

Number of trees planted:	262
Number of trees pruned:	362
Number of trees removed:	38

**Please provide the following financial information about your community forestry program:**

**Tree Planting and Initial Care**

Include cost of tree purchases, labor and equipment for planting, planting materials, stakes, wrapping, watering, mulching, competition control, etc.

Action Taken	Date	Dollars Spent
<i>Total for Tree Planting and Initial Care</i>		<i>\$0.00</i>

**Tree Maintenance**

Action Taken	Date	Dollars Spent
Maintenance of Existing Stacy Rd. Trees	Multiple Dates	\$7,500.00
<i>Total for Other</i>		<i>\$7,500.00</i>

**Community Forest Management**

Include pruning, public education, professional training, memberships, salaries, street and park tree inventory, pest management, fertilization, watering, etc. (Line clearance per se is not tree maintenance. Utility trimming expenses are allowed only if the utility is a partner in the city's tree program and has implemented a tree planting program and proper pruning methods as recommended in the Tree Line USA program.)

Action Taken	Date	Dollars Spent
Landscape Administrator Salary (5% of Town Engineer's Salary)	Multiple Dates	\$9,000.00
Planning Manager Salary (5% of Salary) - Enforce Tree & Landscaping Requirements for Commercial Development	Multiple Dates	\$7,000.00
Pruning of trees along E. Stacy Road	Multiple Dates	\$2,500.00
Pest treatment for trees in various parks	Multiple Dates	\$3,000.00
Tree Pruning at Town Hall and Veterans Park	Multiple Dates	\$2,625.00
Prune 203 Trees on Fairview Parkway	3/1/2025	\$15,000.00
<i>Total for Community Forest Management</i>		<i>\$39,125.00</i>

**Tree Removals**

Include cost of saws and equipment, supplies, and labor.

Action Taken	Date	Dollars Spent
Remove 38 Trees on Fairview Parkway Due to Construction Conflicts	3/1/2025	\$8,550.00
<i>Total for Tree Removals</i>		<i>\$8,550.00</i>

**Volunteer Time**

Value of volunteer labor and other contributions from civic organizations.

Action Taken	Date	Dollars Spent
<i>Total for Volunteer Time</i>		<i>\$0.00</i>

**Other**

Include any other expenses not already mentioned.

Briefly describe:

Action Taken	Date	Dollars Spent
<i>Total for Other</i>		<i>\$0.00</i>

**TOTAL COMMUNITY FORESTRY EXPENDITURES:** \$55,175.00

**COMMUNITY POPULATION:** 10,851

**DOLLARS SPENT PER CAPITA:** \$5.08

**(To qualify for Tree City USA total expenditures must be at least twice population. Transfer these two numbers to Standard 3 on application and attach this sheet to**



## *Memorandum*

### *November 13, 2025*

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TO: Planning and Zoning Commission  
Julie Couch, Town Manager

FROM: Israel Roberts, AICP  
Planning Manager

SUBJECT: **CONDITIONAL USE PERMIT FOR A SPORT COURT (CASE #CUP2025-08)**

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**BACKGROUND:** This is a request for approval of a Conditional Use Permit (CUP) for a sports court. The 1.19-acre site is located at 651 Louise Drive and is zoned for the (RE-1) One-acre Ranch Estate District. Applicant: Joel Catalano, North Texas Stone representing owner Kenneth Donaldson.

**STATUS OF ISSUE:** The applicant desires to create an 676 square foot concrete pad (26x26) for a sport court (basketball) in the backyard of an existing home-site.

The Town adopted sport court development regulations in 2022. Those regulations, included various setback, screening, and operational standards.

#### Staff Analysis

- In the (RE-1) Two-acre Ranch Estate District:
  - The maximum size of a sport court is limited to 7,200 square feet. *The request meets this requirement.*
  - The side yard setback for a sport court is 25 feet. *The request meets this requirement.*
  - The rear yard setback for a sport court is 35 feet. *The request meets this requirement.*
  - Maximum lot coverage is 35%. *As shown, the lot coverage is approximately 17%, meeting the lot coverage requirement.*

- Lighting:
  - No lighting is proposed. *The Sport Court Ordinance prohibits lighting.*
- Ball containment netting:
  - By ordinance, fencing is limited to a maximum of 12' height and must be black or dark green in color. *No ball containment fencing or netting is proposed.*
- Screening:
  - As per the adopted sport court regulations, the request includes the installation of 6-foot tall evergreens plants. The Sport Court Ordinance requires 5-foot tall shrubs.

Drainage: There is no observable drainage impact to neighboring residential properties.

Septic System: This lot is served by sanitary sewer, therefore there are no conflicts with an on-site septic system.

Public Input

The town has notified 37 adjacent property owners within 500 feet of the subject property, and to date, have received two (2) letters of opposition.

STAFF RECOMMENDATION: As presented, the request appears to meet the regulations of the Sport Court ordinance, therefore, staff recommends approval as presented.

1. Use, location and design of the proposed sport court shall generally conform with the submitted site plan.

ATTACHMENTS:

- Locator
- Exhibits



Matthew Dr

Pond View Ln

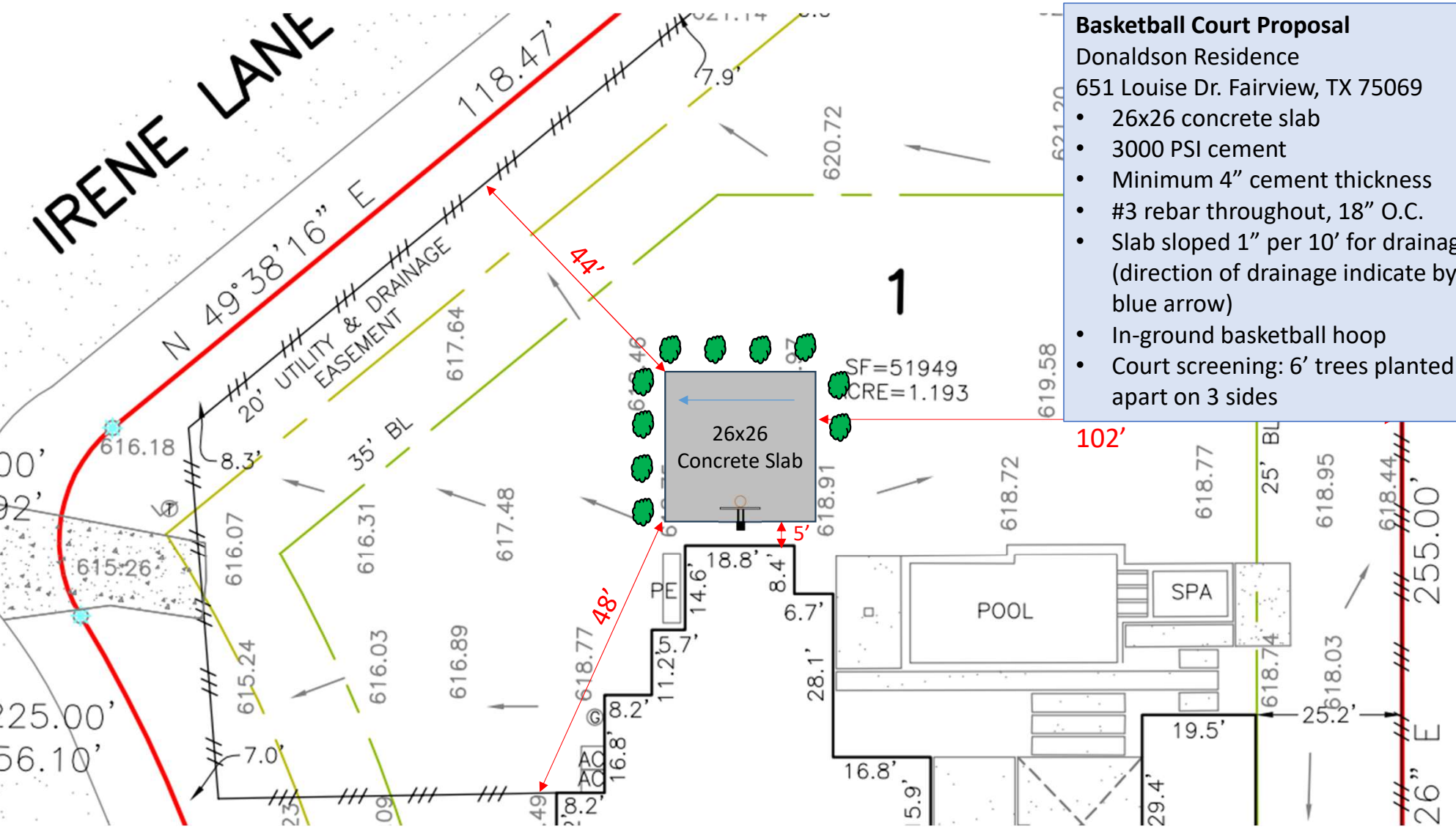
Irene Ln

Louise Dr

Barksdale Creek Ln

Stamper Roofing & Construction

# IRENE LANE



- Basketball Court Proposal**  
 Donaldson Residence  
 651 Louise Dr. Fairview, TX 75069
- 26x26 concrete slab
  - 3000 PSI cement
  - Minimum 4" cement thickness
  - #3 rebar throughout, 18" O.C.
  - Slab sloped 1" per 10' for drainage (direction of drainage indicate by blue arrow)
  - In-ground basketball hoop
  - Court screening: 6' trees planted 6' apart on 3 sides



### **Reasons Why a basketball court should be allowed at 651 Louise Dr. Fairview, TX 75069**

\*The proposed court meets all Town of Fairview requirements for installation of a game court.

\*Basketball hoops already exist in the same neighborhood on driveways and installed game courts (example: 901 Barksdale Creek Ln, Fairview, TX 75069 – Full court basketball and pickleball court ).

\*A standard half court is 47x50, or 2350 SF. The proposed court is 26x26, or 676 SF. The court will be a quarter (28% to be exact) of a standard half court. Very small by most standards.

\*The court will be screened by trees so it will not be visible from adjacent lots. Screening will also reduce any noise.

\*Concrete slab installation is minimally invasive and does not require significant ground work or movement of soil. We only need to dig down a few inches.

\*There will be no impact to water drainage on the property.

\*The tile surface (made of VersaCourt Game Tiles) is a floating, modular tile design which is not permanently affixed to the concrete, so it can be easily removed by a single person in less than an hour.

\*The basketball hoop can be unbolted and taken down in a couple of hours.

\*If you remove the tiles and the hoop, the remaining concrete slab will be no different than an outdoor patio, and could be repurposed as such.

\*If necessary, the concrete slab could be demolished and removed in less than a day.

\*There's no evidence that installing a basketball court will lower surrounding home values.

\*The noise level of a bouncing basketball on the bare concrete court surface (without VersaCourt tiles), heard by a neighbor standing at the nearest fence line (44 feet away) will likely peak somewhere around 47 to 67 decibels, with a reasonable mid estimate near 57 decibels. This is roughly equivalent to the decibel level of a normal spoken conversation at a comfortable speaking level. This assumes there is NO screening of any kind to block the noise. With the proposed tree screening around the court, the basketball noise level at the fence line would be barely audible.

\*VersaCourt tiles have a 30% noise reduction coefficient. So the VersaCourt tile surface will make the basketball bounce 30% quieter versus bare concrete (data provided by VersaCourt). With that additional reduction, noise level at the nearest property line is estimated around 40 decibels, about the same noise level as a home refrigerator hum or a light rain.

\*Below is a map showing other courts in the neighborhood. Red is the proposed court lot. Orange is a nearby driveway hoop. Green is a full court basketball/pickleball court. There might be others but that's all I could identify with Google Earth.







October 31, 2025

TO WHOM IT MAY CONCERN:

NOTICE IS HEREBY GIVEN the Town of Fairview Planning and Zoning Commission will convene for a public hearing scheduled Thursday, November 13, 2025, at 7:00 p.m. located at Fairview Town Hall, 372 Town Place, Fairview, TX 75069.

The Planning and Zoning Commission will consider and discuss the following:

- 1. Conduct a public hearing, consider and take action on a request for approval of a Conditional Use Permit (CUP) for a sports court. The 1.19-acre site is located at 651 Louise Drive and is zoned for the (RE-1) One-acre Ranch Estate District. Applicant: Joel Catalano, North Texas Stone representing owner Kenny Donaldson.

All interested citizens and property owners are invited to attend and participate in this meeting. For questions and/or comments please contact Israel B. Roberts, Planning Manager, at 972-562-0522, extension 5094; or via email: [iroberts@fairviewtexas.org](mailto:iroberts@fairviewtexas.org). Citizens may also visit Town Hall, Monday-Friday from 8:30-4:30 PM to obtain more information on this matter prior to the public hearing.

If you wish to communicate your support or opposition for this proposal to the Planning and Zoning Commission and/or the Town Council, please respond to the queries below and return it to Mr. Roberts via mail, email, or hand delivery.

Name: Rick Haddock

Address: 631 Irene

- Support
- Oppose (provide comments below)

Signature: *Rick Haddock*

Date: November 5, 2025

Comments:

We did not buy land in Fairview to have a sport court sitting in my front yard. The is inconsitent with Fairview’s motto of “keeping it country” and their mission of “embracing natural features of the community”. This will absolutely decrease home values for those in the 2 neighborhoods.

[https://fairviewtx.gov/sharepoint.com/sites/Planning/Planning Department Files/DEVELOPMENT FILES/CUP - SUP- TUP/2025/CUP2025-8-651 Louise Drive Sports Court Notification to the Town of Fairview.docx](https://fairviewtx.gov/sharepoint.com/sites/Planning/Planning%20Department%20Files/DEVELOPMENT%20FILES/CUP-SUP-TUP/2025/CUP2025-8-651%20Louise%20Drive%20Sports%20Court%20Notification%20to%20the%20Town%20of%20Fairview.docx)

Israel B. Roberts, AICP  
Planning Manager  
Town of Fairview, Texas

RE: 651 Louise Drive sport-court request

*Dear Mr. Roberts,*

*Please share the attached with the Fairview Planning and Zoning Commission as well as Town Council. I am aware of notice/response letters having been sent to one or more of our lot owners in Chamberlain Park, however, I have not yet received one. It is for this reason that I am responding via this medium.*

**Distinguished Members of the Fairview Planning and Zoning Commission and Fairview Town Council,**

Please consider this correspondence as opposition, in the strongest terms, to the proposed sport-court at 651 Louise Lane in the Chamberlain Place subdivision.

Our organization is the developer of the adjacent residential community, Chamberlain Park. Chamberlain Park is a community consisting of 12, 1-acre parcels in RE-1 zoning, likewise in comparison to the subject request property. We were first alerted to the proposed sport-court by an individual to whom we sold a vacant lot on which they recently broke ground for their dream-home. They, much like us, are very concerned about the disturbance in terms of noise and appearance, such a court would present. It is our understanding the Chamberlain Place HOA has not granted approval for this court as of this date; as the HOA has authority for denial of such additions to homes/lots. We retain ownership of a lot immediately adjacent to the subject lot and feel the approval of this request will place a significant burden on us as the value for that lot will immediately decrease below otherwise market value. Additionally, as sellers of lots to others we feel a great responsibility to likewise object on their behalf as their value and enjoyment will surely be affected negatively.

We hope you will consider the sentiments expressed herein and deny this proposal as we relied upon your sound judgement and relevant ordinances in the interest of maintaining the value and enjoyment of our lots.

Most Sincerely,

Dave J. Wilcox  
Vice President, Land Investment

