



TOWN OF FAIRVIEW, TEXAS

Agenda

Planning and Zoning Commission Regular Meeting

December 11, 2025

7:00 PM

Town Hall Council Chambers
372 Town Place
Fairview, Texas

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[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. Consent Agenda

All items listed under the Consent Agenda are considered routine and will be acted on by one motion, with no separate discussion of these items. If discussion is desired, an item may be removed from the consent agenda and considered separately.

- a. Approve the minutes of the August 14, 2025, regular meeting of the Planning and Zoning Commission
- b. Approve the minutes of the November 13, 2025, regular meeting of the Planning and Zoning Commission

4. Action/Discussion Items

- a. Consider, discuss and take action on a request for approval of a replat of Lot 1R-1 of the Ward Addition into two (2) lots. The 2.21-acre site is located at 780 Country Club Road; at the southwest corner of Country Club Road and Stoddard Road and is zoned for the (RE-1) One-acre Ranch Estate District. Applicant: Hayden Moss, Liberty Bankers Life Insurance Company representing the owner BWS Revocable Trust.
- b. Discuss potential amendments to the Comprehensive Zoning Ordinance regarding the regulation of day care centers.

5. Public Hearings

6. 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 5th day of December 2025 at 6:00 p.m.

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 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 Medley, 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:

John Adler, Chair

ATTEST:

Joshua Stevenson, Town Secretary

Town of Fairview, Texas

**FAIRVIEW PLANNING AND ZONING COMMISSION
MEETING MINUTES
NOVEMBER 13, 2025**

The Planning and Zoning Commission met on November 13, 2025 at 7:00 PM at 372 Town Place, Fairview, Texas.

Commissioners present: Chair John Adler and Vice Chair Dennis Swingle, and Commissioners Ben Kuehne, Darrell Sims, Clay Medley, Renee Powell, and Willis White.

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 approximately twelve (12) 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 comments.

3. Action/Discussion Items

- a. Approve the minutes of the August 14, 2025, regular meeting of the Planning and Zoning Commission

Chair Adler called for this item.

Commissioner Powell identified an error in the minutes with a missing motion.

Chair Adler tabled the minutes to the next Planning and Zoning meeting for the changes to be made.

- 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.

Chair Adler called for the item.

Mr. Chancellor spoke regarding this item.

The Commission and staff had discussion regarding this item.

The Commission passed the motion by Vice Chair Swingle, seconded by Commissioner Sims, to approve staff to submit an application for recertification regarding the Town's Annual Tree City USA in a vote of Yes 7, No 0, Abstained 0.

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.

Chair Adler called for the item.

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

The Commission and staff had discussion regarding this item.

Chair Adler opened the public hearing.

The property owner spoke regarding this item.

The Commission and the property owner had discussion regarding the application.

Kari Malone, Chamberland HOA President, no address given, spoke in opposition to the item.

The Commission and the Chamberland HOA President had discussion regarding the item.

Michael Mahan, 621 Irene Lane, spoke in opposition to the item.

Rick Haddock, 631 Irene Lane, spoke in opposition to the item.

Janet Littlefield, 927 Barksdale Creek Lane, spoke in opposition to the item.

[No Name Given], 927 Barksdale Creek Lane, spoke in opposition to the item.

John Hendry, no address given, spoke regarding the item.

Beth Haddock, 631 Irene Lane, spoke in opposition to the item.

The property owner spoke again regarding the item.

The Commission and the property owner spoke regarding the item.

Chair Adler closed the public hearing.

The Commission had discussion regarding this item.

The Commission passed the motion by Vice Chair Swingle, seconded by Commissioner Powell, to approve a request for approval of a Conditional Use Permit (CUP) for a sports court at 651 Louise Drive as presented in a vote of Yes 7, No 0, Abstained 0.

5. **Adjourn**

Chair Adler adjourned the meeting at 8:08 PM.

These minutes were approved by the Planning and Zoning Commission on December 11, 2025.

APPROVED:

John Adler, Chair

ATTEST:

Joshua Stevenson, Town Secretary

Town of Fairview, Texas



Memorandum

December 11, 2025

FROM: Planning

SUBJECT: Consider, discuss and take action on a request for approval of a replat of Lot 1R-1 of the Ward Addition into two (2) lots. The 2.21-acre site is located at 780 Country Club Road; at the southwest corner of Country Club Road and Stoddard Road and is zoned for the (RE-1) One-acre Ranch Estate District. Applicant: Hayden Moss, Liberty Bankers Life Insurance Company representing the owner BWS Revocable Trust.

BACKGROUND: This is a request for a replat of Lot 1R-1 of the Ward Addition into two (2) lots. The 2.21-acre site is located at 780 Country Club Road, at the southwest corner of Country Club Road and Stoddard Road and is zoned for the (RE-1) One-acre Ranch Estate District.

STATUS OF ISSUE: The proposed replat reflects the division of existing Lot 1R-1 of the Ward Addition into two (2) lots. Proposed Lot 1R-2, with the existing home, will remain in its existing condition. There are no conflicts with any existing structures on this lot nor the existing septic spray field for the home.

- Both resulting lots meet the design standards (area, access, lot width, etc.) for the RE-1 zone.
- The existing barn located on proposed Lot 5 will be demolished after the transfer of title is finalized.

Utilities:

Proposed Lot 5 will connect to the existing water line within Healy Drive right-of-way. No changes are necessary for the existing home on proposed Lot 1R-2.

Parks, Open Space and Trails:

Under the Subdivision Ordinance, for new single-family lots, a Parkland Dedication fee

is assessed at a fixed rate of \$2,000 per lot. For the one new lot, the fee is \$2,000. This must be paid before the plat can be filed with Collin County.

Under the new Subdivision Ordinance, a Park Development fee of \$2,000 will also be assessed with the issuance of a building permit for a home.

BUDGET: N/A

RECOMMENDATION: Staff recommends APPROVAL as presented.

Attachments:

1. Aerial
2. Replat



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Ross Miles

Healey

Country Club

Country Club

Country Club

780

970

791

Healey

Stoddard

940

940

921

911

901

935

930

910

661

FIELD MANOR ESTATES

Walden Pond

Green Gable

781

- NOTES:**
- Bearings are based on North Central Texas State Plane 4202 NAD83.
 - According to the Flood Insurance Rate Map No. 49085C0270KJ dated July 7, 2017, published by the Federal Emergency Management Agency, the subject property lies within Flood Zone "X" and is not shown to be within a special flood hazard area. This statement does not imply that the property and/or structures thereon will be free from flooding or flood damage. On rare occasions, greater floods can and will occur and flood heights may be increased by man-made or natural causes. This flood statement shall not create liability on the part of the surveyor.
 - Selling a portion of this addition by metes and bounds is a violation of the city Subdivision Ordinance and State platting statutes and is subject to fines and withholding of utilities and building certificates.

CERTIFICATE OF APPROVAL

APPROVED _____
 Planning and Zoning Commission

By: _____
 Chairperson, Planning and Zoning Commission
 Town of Fairview, Texas

APPROVED _____
 Town Council, Town of Fairview, Texas

By: _____
 Mayor, Town of Fairview, Texas

The undersigned, the Town Secretary of the Town of Fairview, Texas, hereby certifies that the foregoing final plat of the WARD Addition to the Town of Fairview was submitted to the Town Council on the ____ day of _____, and the Council by formal action, then and there approved the plat and authorized the Mayor to note such approval by signing his/her name as herein above subscribed to which I hereby attest.

Witness my hand this ____ day of _____.

 Town Secretary
 Town of Fairview, Texas

OWNER'S CERTIFICATE

STATE OF TEXAS

WHEREAS, BWS REVOCABLE TRUST, are the owners of a tract or parcel of land described in Warranty Deed to BWS Revocable Trust as recorded in/under Clerks File No. 202300092289 of the Official Records of Collin County, Texas and being further described as follows:

LEGAL DESCRIPTION

BEING a tract of land situated in the Oliver Loving Survey, Abstract Number 536, in the Town of Fairview, Collin County, Texas and being all of LOT 1R-1, BLOCK A of REPLAT OF WARD ADDITION according to the plat recorded in/under Document No. 2016-340 of the Plat Records of Collin County, Texas and being more particularly described as follows:

BEGINNING at a 5/8 inch iron rod found for a corner at the northwest corner of Lot 1R-1, said Point of Beginning being at the intersection of the south line of Country Club Road and the southeast Right-of-Way of Dallas Area Rapid Transit;
 THENCE S 88°05'29" E along the north line of Lot 1R-1 and the south line of Country Club Road, a distance of 199.54 feet to a 1/2 inch iron rod set for a corner at the northeast corner of Lot 1R-1, said corner being at the intersection of the south line of Country Club Road and the west line of Stoddard Road;
 THENCE S 00°52'19" W along the east line of Lot 1R-1 and the west line of Stoddard Road, a distance of 255.86 feet to a capped iron rod found for a corner at the southeast corner of Lot 1R-1, said corner being at the intersection of the west line of Stoddard Road and the north line of Healey Drive;
 THENCE N 89°29'29" W along the south line of Lot 1R-1 and the north line of Healey Drive, a distance of 419.55 feet to a capped iron rod found for a corner;
 THENCE S 73°31'08" W along the south line of Lot 1R-1 and the north line of Healey Drive, a distance of 172.77 feet to a fence post for a corner at the southwest corner of Lot 1R-1, said corner being at the intersection of the north line of Healey Drive and the southeast Right-of-Way of Dallas Area Rapid Transit;
 THENCE N 51°41'52" E along the northwest line of Lot 1R-1 and the southeast Right-of-Way of Dallas Area Rapid Transit, a distance of 496.54 feet returning to the Point of Beginning and containing 2.21 acres of land.

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That BWS REVOCABLE TRUST, acting herein by and through its duly-authorized officers, does hereby adopt this plat designating the herein above-described property as WARD ADDITION LOTS 1R-2 & 5, BLOCK A, an addition to the Town of Fairview, Texas, and does hereby dedicate, in fee simple, to the public use forever, the streets, alleys, and public use areas shown hereon and does hereby dedicate the easements shown on the plat for the purposes indicated to the public use forever, said dedications being free and clear of all liens and encumbrances, except as shown herein.

No buildings, fences, trees, shrubs, or other improvements shall be constructed or placed upon, over, or across the right-of-ways or easements on said plat without Town of Fairview permission. Utility easements may also be used for the mutual use and accommodation of all public utilities desiring to use or using the same unless the easement limits the use to a particular utility or utilities, said use by public utilities being subordinate to the public and Town of Fairview's use thereof. The Town of Fairview and any public utility shall have the right to remove and keep removed all or part of any buildings, fences, trees, shrubs or other improvements or growths which in any way endanger or interfere with the construction, maintenance, or efficiency of its respective system on any of these easements.

The Town of Fairview or any public utility shall at all times have the right of ingress and egress to and from and upon any of said easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining, and adding to or removing all or part of its respective system without the necessity at any time of procuring the permission of anyone.

BWS REVOCABLE TRUST does hereby bind itself, its successors and assigns to forever warrant and defend, all and singular, the above-described streets, alleys, easements and rights unto the public, against every person whomsoever lawfully claiming or to claim the same or any part thereof.

This plat approved subject to all platting ordinances, rules, regulations and resolutions of the Town of Fairview.

ACKNOWLEDGEMENT

WITNESS our hands this ____ day of _____, Collin County, Texas.

STEPHEN SIMS
 BWS REVOCABLE TRUST

STATE OF TEXAS \$
 COUNTY OF COLLIN \$

BEFORE ME, the undersigned authority on this day, personally appeared STEPHEN SIMS, known to me to be the person(s) whose name is subscribed to the above and foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____.

Notary Public in and for the State of Texas

SURVEYOR'S CERTIFICATE

I, Donald S. Holder, Registered Professional Land Surveyor, State of Texas, hereby certify that the description and plat hereon are taken from actual measurements upon the ground and are true and correct to the best of my knowledge and belief this the ____ day of _____, and the monuments shown thereon have been found or set under my supervision and their location, size and material description are correctly shown.

Donald S. Holder
 R.P.L.S. No. 5266

STATE OF TEXAS:
 COUNTY OF _____:

BEFORE ME, the undersigned authority, a Notary Public in and for _____ County, Texas, on this day personally appeared the person(s) whose name(s) is (are) subscribed to the foregoing instrument and they acknowledge same for the purposes and considerations therein expressed and in the capacity therein stated.

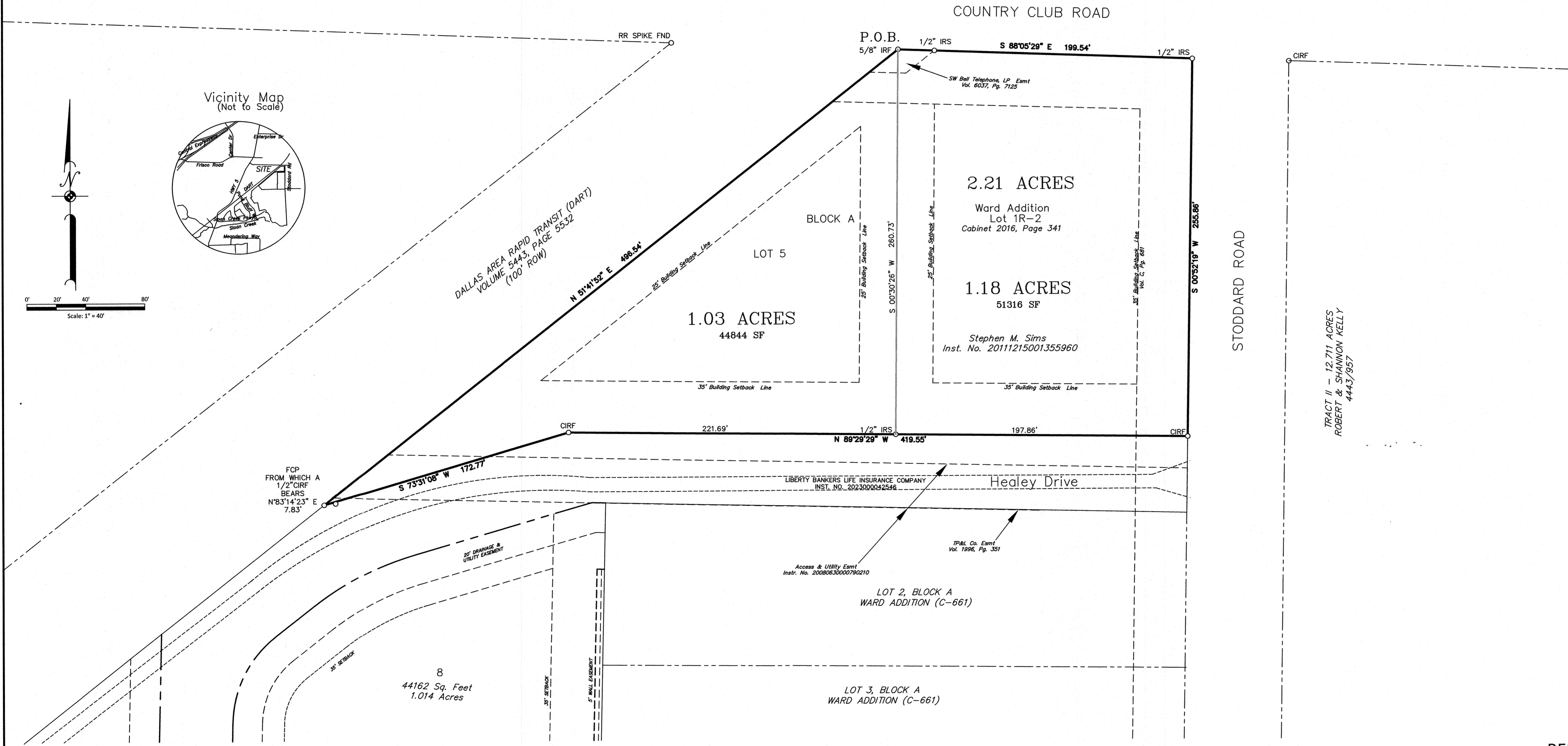
GIVEN UNDER MY HAND AND SEAL OF OFFICE this the ____ day of _____.

Notary Public in and for _____ County, Texas

**WARD ADDITION
 LOTS 1R-2 & 5, BLOCK A**

BEING A REPLAT OF LOT 1R-1 OF THE WARD ADDITION
 TOWN OF FAIRVIEW, COLLIN COUNTY, TEXAS
 RECORDED IN CABINET 2016, PAGE 340, PLAT RECORDS,
 COLLIN COUNTY, TEXAS

PREPARATION DATE SEPTEMBER, 2025



Owner:
 Name: BWS Revocable Trust
 Address: PO Box 261071
 Plano, Texas 75026-1071

Surveyor:
 Eyncon, LLC
 Name: Donald S. Holder, R.P.L.S.
 Address: PO Box 1025
 Greenville, Texas 75403
 Phone: 903-450-9837

LEGEND

○ PROPERTY CORNER	○ WATER VALVE	△ TELE. PEDESTAL	○ MAILBOX
● FIRE HYDRANT	○ FIBER OPTIC MARKER	○ HYDRA	○ WIRE FENCE
○ CITY WIRE	○ GAS METER	○ CABLE TV PEDESTAL	○ CHAINLINK FENCE
○ ELEC. TRANS.	○ GAS LINE MARKER	○ CLEANOUT	○ WOOD FENCE
○ ELECTRIC METER	○ GAS VALVE	○ SEPTIC	○ IRON FENCE
○ WATER METER	○ PIPELINE MARKER	○ AER	○ ELECTRIC
			○ UNDERGROUND ELEC.

Eyncon
 ENGINEERING & SURVEYING
 P.O. BOX 1025-GREENVILLE, TX 75403
 www.eyncon.com • (903) 450-9837

DATE: SEPT. 2, 2025	JOB NO.: 0825036
DRAWN BY: L. SPRADLING	DWG: PLAT
SCALE: 1" = 40'	FIRM REG. CERT. #10022400



Memorandum

December 11, 2025

TO: Planning and Zoning Commission

FROM: Israel B. Roberts, AICP
Planning Manager

SUBJECT: Discussion of possible changes to Zoning regulations related to day care and religious assembly uses

BACKGROUND: In August 2025, the Town Council, upon recommendation from the Planning and Zoning Commission, denied a request for a Conditional Use Permit (CUP) to open a daycare center at the Chase Oaks Church campus along Stacy Road. Since that time, the Town Council has discussed the possibility of amending the zoning ordinance related to the current authority for CUPs for daycare uses in most residential districts. The discussion centered around the idea of limiting the ability to request a CUP for a daycare center only as an accessory to a church use; thus, eliminating the ability to request a CUP for a stand along daycare center in a residentially zoned area outside of the Commercial Planned Development District (CPDD). The CPDD permits daycare centers by-right in the Urban Village sub-district and with a Major Warrant in the Urban Transition and Neighborhood General/Edge sub-districts.

Clarifying language was also included to update terminology and remove conflicts related to churches as a part of this change.

The Council reviewed the proposed changes to the zoning ordinance related to these topics and has directed the Planning & Zoning Commission to consider changes to the zoning ordinance regulating day care uses. Generally, the potential changes to the Zoning Ordinance (CZO) are summarized below:

1. Clarifying the districts in which such uses would be allowed. Currently the CZO has conflicting language. In Division 11 (CUP) of the CZO it states:
 - a. Churches, synagogues, temples are allowed with a CUP in PC, GB, RE-1 & RE-2
 - b. Daycare/child care (more than 4 children) uses are allowed with a CUP in PC, GB, RE-1 & RE-2

However, in Division 1 (Generally) the CZO states that churches can be located in any zone, except Flood Hazard zone, upon approval of a CUP.

Recommended changes: The proposed language would eliminate the authorization for a standalone daycare use and only allow them with a CUP as an accessory use to a religious assembly use, as defined, in any zone, except Flood Hazard zone. A traffic Impact Analysis (TIA) would be required as a part of the CUP.

Religious Assembly, as defined, would be allowed in any zone except Flood Hazard zone with a CUP.

- Section 14.02.010 limits churches, schools and fraternal lodges to sites with a minimum of 2-acres.
2. The proposed changes would also include a definition for religious assembly use. The current code does not contain a definition.
 3. References to the CPDD will also be added for clarity.

ACTION: This item is for discussion purposes only. Staff will bring a formal application for consideration of any proposed changes to these regulations to the Planning and Zoning Commission at the January 2026 meeting. Recommended changes would then be forwarded to the Town Council at their February meeting.

Proposed CZO text amendments

(Underline = new language)

(Strikethrough = delete language)

- Division 11, *Conditional Use Permit*:
 - Section 14.02.514 *Use Regulations* (a):
 - A building, structure or premises used for any of the following purposes shall be permitted only upon the grant of a conditional use permit zoning district classification. The town council may, after public hearing and proper notice to all parties affected, and, after recommendation from the planning and zoning commission containing such requirements and safeguards as are necessary to protect adjoining property, authorize by ordinance the location of any of the following in the ~~following~~ specified districts as listed in the chart below. For land use regulations within the Commercial Planned Development District (CPDD), refer to Ordinance 2014-9-11B, as amended.

Use	District
Churches, synagogues, temples <u>Religious Assembly</u>	<u>All Districts, except FH</u>
<u>Daycare/child care (more than 4 children) as an accessory to a religious assembly use; provided however, this use shall not be permitted in a single family dwelling or any accessory structure to a single family dwelling</u>	<u>All Districts, except FH</u>

- Division 1, Generally
 - Section 14.02.010 Churches, schools and fraternal lodges
 - ~~(a) Churches and schools, including schools that are public, private or denominational, can locate in any zone except a flood hazard zone upon an application for a conditional use permit. A fraternal lodge can locate in any nonresidential zone except a flood hazard zone.~~
 - (a) Religious assembly uses, schools, including schools that are public, private or denominational, and fraternal lodges are only permitted upon an application, and approval, for a Conditional Use Permit (CUP) in accordance with Division 11 of this ordinance, as amended. For land use regulations within the Commercial Planned Development District (CPDD) for such uses, refer to Ordinance 2014-9-11B, as amended.
 - Section 14.02.026 *Day care/child care facility (more than 4 children)*
 - (a) Daycare/child care facilities are only allowed as an accessory to a religious assembly use upon an application, and approval, for a Conditional Use Permit (CUP) in accordance with Division 11 of this ordinance, as amended.

- A traffic Impact Analysis (TIA) shall be required as part of a Conditional Use Permit application.
 - For land use regulations within the Commercial Planned Development District (CPDD) for such uses, refer to Ordinance 2014-9-11B, as amended.
- Section 14.02.020 Definitions
Religious Assembly: A building, or buildings, such as but not limited to churches, synagogues, temples, and mosques, used primarily for gathering for worship and accessory activities which are customarily associated therewith.