



**MINUTES
FEBRUARY 4, 2025
LAVON CITY COUNCIL
CITY HALL, 120 SCHOOL ROAD, LAVON, TEXAS
REGULAR MEETING**

ATTENDING: VICKI SANSON, MAYOR
TRAVIS JACOB, PLACE 3
TED DILL, PLACE 4
LINDSEY HEDGE, PLACE 5

ABSENT: MIKE SHEPARD, PLACE 1
MIKE COOK, PLACE 2, MAYOR PRO TEM

1. **MAYOR SANSON CALLED THE MEETING TO ORDER AT 6:00 P.M. AND ANNOUNCED A QUORUM PRESENT.**
2. **MAYOR SANSON LED THE RECITATION OF THE PLEDGE OF ALLEGIANCE AND TED DILL DELIVERED THE INVOCATION.**
3. **ITEMS OF INTEREST/COMMUNICATION**
 - CISD Bags for Braves 2/27/2025
 - Breakfast with the Bunny 4/12/2025 9am-10:30am

4. **CITIZENS COMMENTS**

There were no citizen comments

5. **CONSENT AGENDA**

- A. **Approve the minutes January 21, 2025 meeting and the January 25, 2025 meeting.**
- B. **Approve acceptance of the improvements related to the Fire Department and Public Works Facilities Expansion Construction Project (CIP-9).**
- C. **Approve the acceptance of the public sanitary sewer infrastructure for the Elevon Section 1, Phase 2C Addition.**
- D. **Approve Resolution No. 2025-02-01 approving and authorizing the execution of an amendment to the Interlocal Agreement with Collin County for Child Abuse, Investigation Services and Law Enforcement Services.**
- E. **Approve Resolution No. 2025-02-02 accepting and authorizing execution of Sanitary Sewer Easements, Drainage Easements, a Temporary Drainage Easement, and a Fire Lane, Access, and Utility Easement granted to the City of Lavon by MA Land Holdings, LLC relating to the construction and development of the Elevon West Commercial, Phase 3 Addition.**

MOTION: APPROVE CONSENT AGENDA.

MOTION MADE: DILL

SECONDED: HEDGE

APPROVED: UNANIMOUS (Absent: Shepard, Cook)

6. **ITEMS FOR CONSIDERATION**

- A. **Public hearing, discussion, and action regarding the property owner's petition for the voluntary annexation of property in the Samuel M. Rainer Survey, Abstract No. 740 consisting of 52.063 acres identified as Elevon, Section 2, Phase 2F, generally located south of and adjacent to the Northeast Texas Rural Rail Transportation District (NETEX) right-of-way and north of Elevon Section 2, Phases 2A, 2C and 2E within the extraterritorial jurisdiction of and adjacent to the City of Lavon, Texas into the corporate limits of the City of Lavon, Collin County, Texas.**

Presentation of the proposed voluntary annexation.

Kim Dobbs, City Manager, provided information regarding the proposed petition for voluntary annexation.

PUBLIC HEARING to receive comments regarding the proposed voluntary annexation.

At 6:37 p.m. Mayor Sanson opened the public hearing and invited comments regarding the proposed annexation. There being no comments, Mayor Sanson closed the public hearing at 6:37 p.m.

Discussion and action regarding the proposed voluntary annexation and accompanying Ordinance No. 2025-02-01.

Ms. Dobbs noted that requisite public hearing notice was published and posted in accordance with state law and recognized the owner in attendance.

MOTION: APPROVE ORDINANCE NO. 2025-02-01 ANNEXING PROPERTY IN THE SAMUEL M. RAINER SURVEY, ABSTRACT NO. 740 CONSISTING OF 52.063 ACRES IDENTIFIED AS ELEVON, SECTION 2, PHASE 2F, GENERALLY LOCATED SOUTH OF AND ADJACENT TO THE NORTHEAST TEXAS RURAL RAIL TRANSPORTATION DISTRICT (NETEX) RIGHT-OF-WAY AND NORTH OF ELEVON SECTION 2, PHASES 2A, 2C AND 2E WITHIN THE EXTRATERRITORIAL JURISDICTION OF AND ADJACENT TO THE CITY OF LAVON, TEXAS INTO THE CORPORATE LIMITS OF THE CITY OF LAVON, COLLIN COUNTY, TEXAS.

MOTION MADE: HEDGE

SECONDED: JACOB

APPROVED: UNANIMOUS (Absent: Shepard, Cook)

- B. Public Hearing, discussion, and action regarding an application for a conditional use permit to remove one of three accessory structures and construct a 1,050 sq ft addition to an existing accessory structure that is 750 square feet greater than the area permitted at 495 Meadow View Dr. on Lot 1, Block A of the Lakeridge Meadows Addition, City of Lavon, Texas, (CCAD Property ID 2092027).**

Ms. Dobbs provided information regarding the requested application for a conditional use permit for an accessory structure that is 709 sq ft greater than permitted. Ms. Dobbs noted that notice of the public hearing had been published, posted and that five (5) notices were mailed to adjacent property owners with two (2) being returned in favor of the application. Ms. Dobbs relayed that the applicant was unable to attend the meeting and had requested that the item be deferred to the next meeting.

PUBLIC HEARING to receive comments regarding the proposed application.

At 6:40 p.m. Mayor Sanson opened the public hearing and invited comments regarding the proposed amendment. Rick Mann, 8311 PR 5397, asked if grading plans had been required for the project. There being no further comments, the public hearing was continued to a meeting on March 4, 2025 beginning at 6:30 p.m.

No action was taken.

- C. Public hearing, discussion and action regarding an application to amend Ord. No. 2020-04-04 that established the Lake Breeze Planned Development District to amend Exhibit C "Zoning Uses and Design Guidelines", "Additional Standards for Lake Breeze Estates, Commercial Area" to add "Parking on the Lot Directly Northwest of and Adjacent to the Intersection of SH 78 and Oak Street: Parking shall be permitted in the front yard and side yard when along the street frontages the following are provided: 1) canopy trees of minimum three-inch caliper at planting are planted one per 30 linear feet with root barriers spaced a minimum of 8 feet from any utility lines; and 2) an evergreen shrub row is planted." at 610 Oak St. on Lot 29-R, Block E of the Lake Breeze Estates Addition, City of Lavon, Texas, (CCAD Property ID 2923357).**

Ms. Dobbs provided information regarding application for an amendment to the Lake Breeze PD Zoning and Design Guidelines. Ryan Kim, JWK Engineering on behalf of Llumine, LLC, presented details regarding the request.

PUBLIC HEARING to receive comments regarding the proposed application.

At 6:47 p.m. Mayor Sanson opened the public hearing and invited comments regarding the proposed amendment. There being no comments, Mayor Sanson closed the public hearing at 6:47 p.m.

Discussion and action regarding the proposed application and accompanying Ordinance.

Ms. Dobbs noted that required public hearing notices were published in the newspaper, website, and signs were posted, nine (9) neighbor notices were provided to the owners of property located within 200 feet of the proposed site. No notices were returned in favor or opposition to the application. Ms. Dobbs reported that the item comes forward with a recommendation for approval from the Planning & Zoning Commission.

MOTION: APPROVE ORDINANCE NO. 2025-02-02 TO AMEND ORD. NO. 2020-04-04 THAT ESTABLISHED THE LAKE BREEZE PLANNED DEVELOPMENT DISTRICT TO AMEND EXHIBIT C “ZONING USES AND DESIGN GUIDELINES”, “ADDITIONAL STANDARDS FOR LAKE BREEZE ESTATES, COMMERCIAL AREA” TO ADD “PARKING ON THE LOT DIRECTLY NORTHWEST OF AND ADJACENT TO THE INTERSECTION OF SH 78 AND OAK STREET: PARKING SHALL BE PERMITTED IN THE FRONT YARD AND SIDE YARD WHEN ALONG THE STREET FRONTAGES THE FOLLOWING ARE PROVIDED: 1) CANOPY TREES OF MINIMUM THREE-INCH CALIPER AT PLANTING ARE PLANTED ONE PER 30 LINEAR FEET WITH ROOT BARRIERS SPACED A MINIMUM OF 8 FEET FROM ANY UTILITY LINES; AND 2) AN EVERGREEN SHRUB ROW IS PLANTED.” AT 610 OAK ST. ON LOT 29-R, BLOCK E OF THE LAKE BREEZE ESTATES ADDITION, CITY OF LAVON, TEXAS.

MOTION MADE: DILL

SECONDED: JACOB

APPROVED: UNANIMOUS (Absent: Shepard, Cook)

- D. Public hearing, discussion and action regarding an amendment to Article 9.03 “Zoning Ordinance,” Division 2 “Districts and Zoning District Map,” Section 9.03.032 “Permitted Use Table” generally to amend permitted uses and footnotes; Division 6 “Regulations Applicable to Mixed Use and Nonresidential Districts,” Section 9.03.133 “Business Park District” generally to amend light trespass requirements; and Division 8 “Off-Street Parking and Loading Regulations,” Section 9.03.172 “Off-street Parking Site Design Requirements” to generally amend parking requirements.**

Presentation of the proposed amendment.

Ms. Dobbs presented information regarding the proposed amendments to the zoning ordinance.

PUBLIC HEARING to receive comments regarding the proposed amendment.

At 6:54 p.m. Mayor Sanson opened the public hearing and invited comments regarding the proposed amendment. There being no comments, Mayor Sanson closed the public hearing at 6:55 p.m.

Discussion and action regarding the proposed amendment and accompanying ordinance.

Ms. Dobbs noted that requisite public hearing notice was published and posted in accordance with state law and that the item comes forward with a recommendation from the Planning & Zoning Commission for approval.

MOTION: APPROVE ORDINANCE NO. 2025-02-03 AMENDING ARTICLE 9.03 “ZONING ORDINANCE,” DIVISION 2 “DISTRICTS AND ZONING DISTRICT MAP,” SECTION 9.03.032 “PERMITTED USE TABLE” GENERALLY TO AMEND PERMITTED USES AND FOOTNOTES; DIVISION 6 “REGULATIONS APPLICABLE TO MIXED USE AND

NONRESIDENTIAL DISTRICTS,” SECTION 9.03.133 “BUSINESS PARK DISTRICT” GENERALLY TO AMEND LIGHT TRESPASS REQUIREMENTS; AND DIVISION 8 “OFF-STREET PARKING AND LOADING REGULATIONS,” SECTION 9.03.172 “OFF-STREET PARKING SITE DESIGN REQUIREMENTS” TO GENERALLY AMEND PARKING REQUIREMENTS.

MOTION MADE: DILL
SECONDED: HEDGE
APPROVED: UNANIMOUS (Absent: Shepard, Cook)

- E. Public hearing, discussion and action regarding the application for variances to Article 4.05 SIGNS of the Code of Ordinances to Section 4.05.008 Approved Signs and Standards (b)(3) Wall Signs to 1) permit two wall signs which is one sign more than permitted and 2) allow approximately 113 square feet in total wall sign area that is 65 square feet greater than permitted for Integrity Urgent Care on Lot 1, Block 1 of the Victory at Lavon Addition at 905 S. SH 78, Suite F, Lavon, Collin County, Texas (CCAD Property ID 2875348).**

Presentation of the proposed application.

Kim Dobbs presented information regarding the application for a variance regarding signs. The applicant provided details and justification for the request.

PUBLIC HEARING to receive comments regarding the proposed application.

At 7:00 p.m. Mayor Sanson opened the public hearing and invited comments regarding the proposed amendment. Rick Mann, 8311 PR 5397, requested clarification for the need for two signs. There being no further comments, Mayor Sanson closed the public hearing at 7:00 p.m.

Discussion and action regarding the proposed application.

Ms. Dobbs noted that requisite public hearing notice was posted in accordance with state law.

MOTION: APPROVE THE APPLICATION FOR VARIANCES TO ARTICLE 4.05 SIGNS OF THE CODE OF ORDINANCES TO SECTION 4.05.008 APPROVED SIGNS AND STANDARDS (B)(3) WALL SIGNS TO 1) PERMIT TWO WALL SIGNS WHICH IS ONE SIGN MORE THAN PERMITTED AND 2) ALLOW APPROXIMATELY 113 SQUARE FEET IN TOTAL WALL SIGN AREA THAT IS 65 SQUARE FEET GREATER THAN PERMITTED FOR INTEGRITY URGENT CARE ON LOT 1, BLOCK 1 OF THE VICTORY AT LAVON ADDITION AT 905 S. SH 78, SUITE F, LAVON, COLLIN COUNTY, TEXAS.

MOTION MADE: DILL
SECONDED: JACOB
APPROVED: UNANIMOUS (Absent: Shepard, Cook)

- F. Discussion and action regarding the site plan and landscape plan of the AutoZone Parts Inc. project at 677 S. SH 78, Lot 3, Block A of the 78 Commercial East Addition in the Grand Heritage Planned Development District located northeast of the intersection of SH 78 and Grand Heritage Blvd. (CCAD Property ID 2614649).**

Ms. Dobbs provided information regarding the site plan and landscape plan. Wesley Berlin, PE, Spartan Engineering Solutions, LLC, detailed the project. Ms. Dobbs reported that the item comes forward with a recommendation from the Planning & Zoning Commission for approval.

MOTION: APPROVE THE SITE PLAN AND LANDSCAPE PLAN OF THE AUTOZONE PARTS INC. PROJECT AT 677 S. SH 78, LOT 3, BLOCK A OF THE 78 COMMERCIAL EAST ADDITION IN THE GRAND HERITAGE PLANNED DEVELOPMENT DISTRICT LOCATED NORTHEAST OF THE INTERSECTION OF SH 78 AND GRAND HERITAGE BLVD SUBJECT TO CITY ENGINEER AND PLANNER REVIEW.

MOTION MADE: DILL
SECONDED: HEDGE
APPROVED: UNANIMOUS (Absent: Shepard, Cook)

- G. Discussion and action regarding the final plat of the BCSUD Addition Lot 1, Block 1 Addition, consisting of 1 non-residential lot on 1.831 acres out of the Drury Anglin Survey, Abstract No. 2 and the W. S. Bohannon Survey, Abstract No. 121 situated northeast of the intersection of Traditions Drive and CR 484 in the City of Lavon, Collin County, Texas, (CCAD Property ID 2624071).**

Ms. Dobbs provided information regarding the final plat of the BCSUD Addition, Lot 1. Holly Deeters, Kimley-Horn, detailed the project. Ms. Dobbs reported that the item comes forward with a recommendation from the Planning & Zoning Commission for approval.

MOTION: APPROVE THE FINAL PLAT OF THE BCSUD ADDITION LOT 1, BLOCK 1 ADDITION, CONSISTING OF 1 NON-RESIDENTIAL LOT ON 1.831 ACRES OUT OF THE DRURY ANGLIN SURVEY, ABSTRACT NO. 2 AND THE W. S. BOHANNON SURVEY, ABSTRACT NO. 121 SITUATED NORTHEAST OF THE INTERSECTION OF TRADITIONS DRIVE AND CR 484 IN THE CITY OF LAVON, COLLIN COUNTY, TEXAS.

MOTION MADE: DILL

SECONDED: HEDGE

APPROVED: UNANIMOUS (Absent: Shepard, Cook)

- H. WORK SESSION - Receive presentation and discussion regarding a proposed commercial and multifamily development project on approximately thirty acres in the extraterritorial jurisdiction of the City of Lavon located east of and adjacent to FM 2755, north of 17253 FM 2755 requested by Freestone Development and Jenkins-Watkins Properties. (CCAD Property IDs 2582052 and 2582051).**

Chris Weigand, P.E., Freestone Development, presented a development proposal for potential annexation and zoning of a mixed use development along FM 2755. Mr. Jacob requested the developer meet with other entities including Community ISD and Bear Creek SUD regarding density of the project noting also his concern for the current condition of the roadway and future widening. Mr. Jacobs asked the developer to consider reducing the height of the structures. Mayor Sanson agreed that the project development should meet with other entities.

- I. Discussion and action regarding Ordinance No. 2025-02-04 calling for a Special Election on May 3, 2025, to submit a ballot proposition to the qualified voters of the city for the reauthorization of the local sales and use tax in the City of Lavon at the rate of one half of one percent (0.50%) to continue providing revenue for maintenance and repair of municipal streets; designating that the election shall be conducted by Collin County pursuant to the terms of the city's contract for election services with the county; providing a severability clause, for publication and for an effective date.**

Ms. Dobbs provided information regarding reauthorization of the street maintenance sales tax election. Ms. Dobbs presented information regarding funds collected to date and qualified projects for street and sidewalk maintenance.

MOTION: APPROVE ORDINANCE NO. 2025-02-04 CALLING FOR A SPECIAL ELECTION ON MAY 3, 2025, TO SUBMIT A BALLOT PROPOSITION TO THE QUALIFIED VOTERS OF THE CITY FOR THE REAUTHORIZATION OF THE LOCAL SALES AND USE TAX IN THE CITY OF LAVON AT THE RATE OF ONE HALF OF ONE PERCENT (0.50%) TO CONTINUE PROVIDING REVENUE FOR MAINTENANCE AND REPAIR OF MUNICIPAL STREETS; DESIGNATING THAT THE ELECTION SHALL BE CONDUCTED BY COLLIN COUNTY PURSUANT TO THE TERMS OF THE CITY'S CONTRACT FOR ELECTION SERVICES WITH THE COUNTY; PROVIDING A SEVERABILITY CLAUSE, FOR PUBLICATION AND FOR AN EFFECTIVE DATE.

MOTION MADE: DILL

SECONDED: JACOB

APPROVED: UNANIMOUS (Absent: Shepard, Cook)

- J. Discussion and action regarding Ordinance No. 2025-02-05 defining the boundary of the Lavon Municipal Development District as the extraterritorial jurisdiction of the City of Lavon; calling for a Special Election on May 3, 2025, to submit a ballot proposition to the qualified voters in the extraterritorial jurisdiction authorizing the creation of the Lavon Municipal Development District and the imposition of a sales and use tax at the rate of one-half of one percent (0.50%) for the purpose of financing development projects beneficial to the district; designating that the election shall be conducted by Collin County pursuant to the terms of the city's contract for election services with the county; providing a severability clause, for publication and for an effective date.**

Ms. Dobbs provided information regarding the Municipal Development District and defining the boundaries and calling for a Special Election.

MOTION: APPROVE ORDINANCE NO. 2025-02-05 DEFINING THE BOUNDARY OF THE LAVON MUNICIPAL DEVELOPMENT DISTRICT AS THE EXTRATERRITORIAL JURISDICTION OF THE CITY OF LAVON; CALLING FOR A SPECIAL ELECTION ON MAY 3, 2025, TO SUBMIT A BALLOT PROPOSITION TO THE QUALIFIED VOTERS IN THE EXTRATERRITORIAL JURISDICTION AUTHORIZING THE CREATION OF THE LAVON MUNICIPAL DEVELOPMENT DISTRICT AND THE IMPOSITION OF A SALES AND USE TAX AT THE RATE OF ONE-HALF OF ONE PERCENT (0.50%) FOR THE PURPOSE OF FINANCING DEVELOPMENT PROJECTS BENEFICIAL TO THE DISTRICT; DESIGNATING THAT THE ELECTION SHALL BE CONDUCTED BY COLLIN COUNTY PURSUANT TO THE TERMS OF THE CITY'S CONTRACT FOR ELECTION SERVICES WITH THE COUNTY; PROVIDING A SEVERABILITY CLAUSE, FOR PUBLICATION AND FOR AN EFFECTIVE DATE.

MOTION MADE: JACOB
SECONDED: DILL
APPROVED: UNANIMOUS (Absent: Shepard, Cook)

- K. Discussion and action Resolution No. 2025-02-03 approving and authorizing the Mayor to execute a contract with the Collin County Elections Administrator for Election Services related to the City's May 3, 2025 Special Election.**

Ms. Dobbs provided information regarding the election contract with Collin County.

MOTION: APPROVE RESOLUTION NO. 2025-02-03 APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH THE COLLIN COUNTY ELECTIONS ADMINISTRATOR FOR ELECTION SERVICES RELATED TO THE CITY'S MAY 3, 2025 SPECIAL ELECTION.

MOTION MADE: DILL
SECONDED: JACOB
APPROVED: UNANIMOUS (Absent: Shepard, Cook)

- L. Discussion and action Resolution No. 2025-02-04 approving and authorizing the execution of an Administrative and Professional Services Agreement with the Lavon Economic Development Corporation for accounting and financial services.**

Ms. Dobbs provided information regarding the proposed agreement with the LEDC.

MOTION: APPROVE RESOLUTION NO. 2025-02-04 APPROVING AND AUTHORIZING THE EXECUTION OF AN ADMINISTRATIVE AND PROFESSIONAL SERVICES AGREEMENT WITH THE LAVON ECONOMIC DEVELOPMENT CORPORATION FOR ACCOUNTING AND FINANCIAL SERVICES.

MOTION MADE: DILL
SECONDED: HEDGE
APPROVED: UNANIMOUS (Absent: Shepard, Cook)

M. Discussion and action regarding Ordinance No. 2025-02-06 to amend the fee schedule adopted by Ordinance No. 2024-09-04 for the Fiscal Year October 1, 2024 through September 30, 2025, to clarify the fee for restaurant health inspections and to add fees for utility disconnect and for engineering commercial site and civil plan review.

Ms. Dobbs provided information regarding the proposed amendment.

MOTION: APPROVE ORDINANCE NO. 2025-02-06 TO AMEND THE FEE SCHEDULE ADOPTED BY ORDINANCE NO. 2024-09-04 FOR THE FISCAL YEAR OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025, TO CLARIFY THE FEE FOR RESTAURANT HEALTH INSPECTIONS AND TO ADD FEES FOR UTILITY DISCONNECT AND FOR ENGINEERING COMMERCIAL SITE AND CIVIL PLAN REVIEW.

MOTION MADE: JACOB

SECONDED: HEDGE


APPROVED: UNANIMOUS (Absent: Shepard, Cook)

7. SET FUTURE MEETINGS AND AGENDA

February 18, 2025 – Regular Meeting

8. MAYOR SANSON ADJOURNED THE CITY COUNCIL MEETING AT 8:18 P.M.

DULY PASSED and APPROVED by the City Council of Lavon, Texas, on this 18th day of February 2025.



Vicki Sanson, Mayor

ATTEST:



Rae Norton, City Secretary

