



PROVIDENCE VILLAGE ★ TX

NOTICE OF
PLANNING AND ZONING COMMISSION REGULAR MEETING
TOWN OF PROVIDENCE VILLAGE, TEXAS
PROVIDENCE VILLAGE TOWN HALL
1755 MAIN STREET, PROVIDENCE VILLAGE, TEXAS

Tuesday, June 16, 2026
6:30 PM Regular Session

Pursuant to Section 551.127, Texas Government Code, one or more Councilmembers or employees may attend this meeting remotely using videoconferencing technology. The video and audio feed of the videoconferencing equipment can be viewed and heard by the public at the address posted above as the location of the meeting.

AGENDA

Regular Session 6:30 PM

1. **CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT**
2. **PLEDGE OF ALLEGIANCE**
3. **STAFF REPORTS**
 - a. Town Manager Reports on current projects, upcoming events, and general town operations.
4. **MINUTE APPROVAL**
 - a. Consider and act on approval of May 19, 2026, Planning and Zoning Commission Regular Minutes.
5. **CONSIDER AND ACT ON SUBDIVISION ORDINANCE APPLICATION**
 - a. Consider and act on a recommendation to the Town Council regarding approval of an amended plat for Providence Square, as submitted by Michael Heimlich on behalf of BBD Providence Village Partners, LLC, consisting of approximately 9.526 acres, to abandon portions of existing easements that conflict with UTRWD's easement, as submitted in Universal Permit Application No. 26-01832-01.
6. **CONSIDER AND ACT ON ZONING ORDINANCE APPLICATIONS**
7. **CONSIDER AND ACT ON TOPICS TO BE SCHEDULED FOR FUTURE PLANNING & ZONING MEETING**
8. **ADJOURNMENT**

Note: It is possible a quorum of Providence Village Council Members could be present, but

the Town Council will not take action on any issues. This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to the meeting. Please contact Town Hall at (940) 365-9333 for further information.

Certification:

I, Hilary McConnell, Town Secretary, certify that the Notice of Meeting was posted, per the Open Meeting Act, on the official bulletin board of Town Hall of the Town of Providence Village, Texas, and on the Town's website at pvtx.gov in accordance with Chapter 551, Texas Government Code, and shall remain posted until the meeting is adjourned.

I certify that the attached notice and agenda of items to be considered by the Town Council of the Town of Providence Village, Texas was removed by me from the official bulletin board of the Town of Providence Village, Texas, 1755 Main Street, Providence Village, Texas on the _____ day of _____, 2026.



Planning and Zoning
Commission

Staff Report

6/16/2026

SUBJECT:

Consider and act on approval of May 19, 2026, Planning and Zoning Commission Regular Minutes.

SUMMARY:

ATTACHMENTS:

05-19-26 Planning and Zoning Minutes Draft

STAFF RECOMMENDATION:

MOTION:

I move to approve the May 19, 2026, Planning and Zoning Commission Regular Minutes.

MINUTES OF
PLANNING AND ZONING COMMISSION REGULAR MEETING
TOWN OF PROVIDENCE VILLAGE, TEXAS
PROVIDENCE VILLAGE TOWN HALL
1755 MAIN STREET, PROVIDENCE VILLAGE, TEXAS

Tuesday, May 19, 2026
6:30 PM Regular Session

Pursuant to Section 551.127, Texas Government Code, one or more Councilmembers or employees may attend this meeting remotely using videoconferencing technology. The video and audio feed of the videoconferencing equipment can be viewed and heard by the public at the address posted above as the location of the meeting.

MINUTES

1. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

Stephen White called the meeting to order at 6:31p.m. Members Rachel Tracy and Erick Patrick, being a quorum. Bryant Wilson and Shaina Fenimore were absent.

2. PLEDGE OF ALLEGIANCE

3. STAFF REPORTS

- a. Town Manager Reports on current projects, upcoming events, and general town operations.

Brian Roberson provided a summary of Town Hall activities.

4. MINUTE APPROVAL

- a. Consider and act on approval of March 17, 2026, Planning and Zoning Commission Regular Minutes.

Rachel Tracey made a motion to approve March 17, 2026, Planning and Zoning Commission Regular Minutes. Motion was seconded by Erick Patrick. Motion carried: 3 in favor, 0 opposed.

5. CONSIDER AND ACT ON SUBDIVISION ORDINANCE APPLICATION

- a. Consider and act on recommendation to Town Council regarding approval of replat for the Providence Village Square Phase 2, as submitted by Michael Heimlich on behalf of BBD Providence Village Partners, LLC, consisting of approximately 1.616 acres, for proposed building parking and utilities, as submitted in Universal Permit Application 26-01472-01.

Brian Roberson gave a summary of the property location and possible development and stated the replat was to subdivide Lot 4 for the purpose of future development.

Eric Patrick made a motion to recommend approval of the replat to Town Council for the Providence Village Square Phase 2, as submitted by Michael Heimlich on behalf of BBD Providence Village Partners, LLC, consisting of approximately 1.616 acres, for proposed building parking and utilities, as submitted in Universal Permit Application 26-01472-01.. Motion was seconded by Rachel Tracy. Motion carried: 3 in favor, 0 opposed.

6. **CONSIDER AND ACT ON ZONING ORDINANCE APPLICATIONS**

7. **CONSIDER AND ACT ON TOPICS TO BE SCHEDULED FOR FUTURE
PLANNING & ZONING MEETING**

Replat for remainder of lot

8. **ADJOURNMENT**

Rachel Tracy made a motion to adjourn. Motion was seconded by Eric Patrick. Motion carried:
3 in favor, 0 opposed.

Stephen White adjourned the meeting at 6:39 p.m.

Stephen White, Chairman

Rachel Tracy, Secretary

Hilary McConnell, Town Secretary



Planning and Zoning
Commission

Staff Report

6/16/2026

SUBJECT:

Consider and act on a recommendation to the Town Council regarding approval of an amended plat for Providence Square, as submitted by Michael Heimlich on behalf of BBD Providence Village Partners, LLC, consisting of approximately 9.526 acres, to abandon portions of existing easements that conflict with UTRWD's easement, as submitted in Universal Permit Application No. 26-01832-01.

SUMMARY:

ATTACHMENTS:

Providence Square Amended Plat Application, 2024.230.001 - Providence Square - Amending Plat - r04_2026-05-19

STAFF RECOMMENDATION:

MOTION:

I move to recommend approval of the amended plat to the Town Council for Providence Square, as submitted by Michael Heimlich on behalf of BBD Providence Village Partners, LLC, consisting of approximately 9.526 acres, to abandon portions of existing easements that conflict with UTRWD's easement, as submitted in Universal Permit Application No. 26-01832-01.

Print

Application for Amending Plat - Submission #4383

Date Submitted: 5/20/2026

Amending Plat Application

Date

5/20/2026



Application Information

Land Owner Name*

BBD Providence Village Partners, LLC

Applicant / Representative Name*

Michael Heimlich

Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.

Applicant Electronic Signature

Michael E. Heimlich

Email Address*

michael.heimlich@trustke.com

Phone Number*

817-488-4960

Physical Mailing Address*

5200 State Highway 121

PO Boxes will not be accepted.

City*

Colleyville

State*

TX

Zip Code*

76034

Project Information**Project Proposed Name**

Providence Square

Project Location

Northwest corner of the intersection at Fishtrap Road & F.M. 2931 "Main Street"

Subdivision/Survey Name

Providence Square Addition

Block/Abstract Number

B

Lot/Tract Number

2R, 5, 6, 7, 8, & 9

Acreage

9.526

Number of Lots Created

0

Explanation and Description of Requestor Project

These lots have already been platted and filed with the county under Document Number 2025-125. The purpose of this amending plat is to abandon portions of existing easements that conflict with UTRWD's easement.

Amending Plat Required Documentation*

1. Completed application with application/review fees
2. (3) 24"x36" copies of the amending plat and construction plans (see ordinance for content of amending plat and documentation in the ordinance upon completion of this application).
3. (2) 11"x17" copies of the construction plans.
4. (1) copy of the current original tax certificate from Denton County for each affected parcel.
5. Letter from Upper Trinity Regional Water District stating no conflicts with easements or facilities
6. Letter from Mustang Special Utilities District stating review and design approval

☒ Acknowledge all will be submitted

Additional Requirements Disclaimer*

Before preparing an application, the applicant should consult with Development Services to discuss any additional requirements. All supporting documentation must be delivered to the Town at the time of application to be deemed a full submission. If any information is missing, inaccurate, or incomplete, the case will be deemed administratively incomplete and will not be scheduled for Planning and Zoning and/or Town Council meeting.

Please acknowledge if you have read the above statement.

☒ YES

☐ NO

Review Fee

Date

Amount

Check Number

Receipt Number

Received By

Application Fee

Date

Amount

Check Number

Receipt Number

Received By

Permit Number

Department

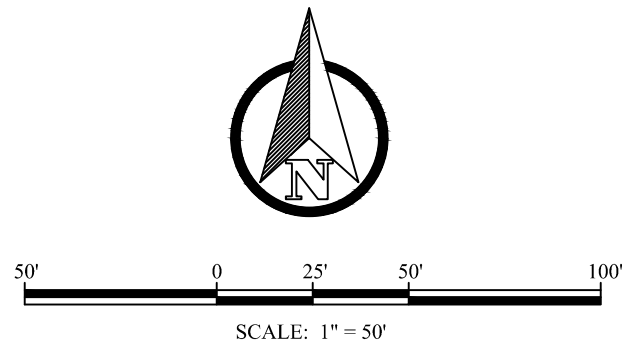
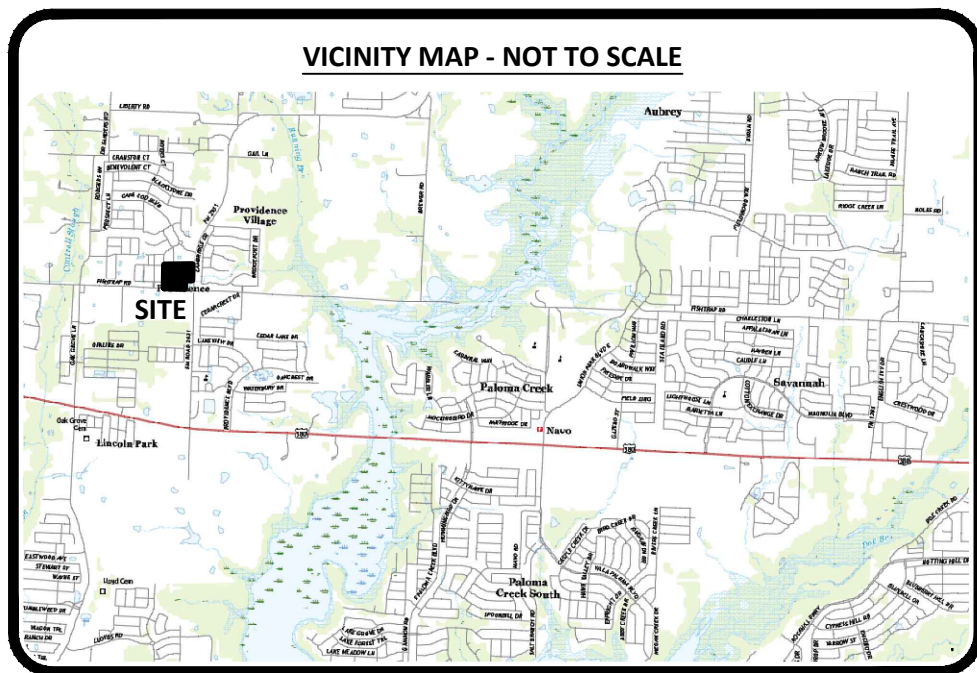
- ☐ Development Services
- ☐ Permits
- ☐ Town Secretary

Method of Payment

- ☐ Check
- ☐ Credit Card (3% fee applies)

Administratively Complete

- ☐ Yes
- ☐ No



LEGEND OF ABBREVIATIONS	
• D.R.D.C.T.	DEED RECORDS, DENTON COUNTY, TEXAS
• P.R.D.C.T.	PLAT RECORDS, DENTON COUNTY, TEXAS
• O.P.R.D.C.T.	OFFICIAL PUBLIC RECORDS, DENTON COUNTY, TEXAS
• DOC.#	DOCUMENT NUMBER
• C.M.	CONTROLLING MONUMENT
• SQ. FT.	SQUARE FEET
• ROW	RIGHT OF WAY
• CRS	CAPPED REBAR SET

SURVEYOR'S NOTES:

- Bearings are based on the State Plane Coordinate System, Texas North Central Zone (4202) North American Datum of 1983 (NAD '83), distances are surface with a combined scale factor of 1.00015063.
- This property lies within Zone "X" of the Flood Insurance Rate Map for Denton County, Texas and Incorporated Areas, map no. 48121C0405G, with an effective date of April 18, 2011, via scaled map location and graphic plotting.
- Monuments are found unless specifically designated as set.
- Notice: Selling a part of this addition by metes and bounds is a violation of City ordinance and State law, and is subject to fines and withholding of utilities and building permits.
- The purpose of this amended plat is to abandon portions of easements within an existing 30' easement to Upper Trinity Regional Water District and to show line/curve table data which was not shown on previously recorded plat.

UTRWd STANDARD PLAT NOTES:

- UPPER TRINITY REGIONAL WATER DISTRICT (UTRWd) hereby retains all its preexisting dominant and superior legal property rights established in instrument NO. 2005-16205. All work, crossings and other activities within the easement shall be submitted to UTRWD for review and approval.
- No work shall be performed within UTRWD's easement without written authorization from UTRWD. Contact UTRWD at 972-219-1228 and www.utrw-d.com.

TOWN UTILITY EASEMENT NOTE:

Town Utility Easements shown on this plat are dedicated for the installation, operation, maintenance, repair, replacement, and relocation of public utilities and related appurtenances, together with the right of ingress and egress for such purposes. No obstruction may be placed within said easements that interferes with their intended use.

STATE OF TEXAS

COUNTY OF DENTON

WHEREAS BBD PROVIDENCE VILLAGE PARTNERS, LLC is the owner of a tract of land situated in the J. Bridges Survey, Abstract Number 36, in the Town of Providence Village, Denton County, Texas, same being a portion Lot 2 in Block 1 of Providence Square Addition, an addition in the Town of Providence Square Addition, an addition in the Town of Providence Village, Denton County, Texas, according to the plat recorded under Document Number 2020-124, Plat Records, Denton County, Texas, (P.R.D.C.T.), said portion being conveyed by deed to BBD Providence Village Partners, LLC as recorded under Document Number 2024-135149, Official Public Records, Denton County, Texas, (O.P.R.D.C.T.), the subject tract being more particularly described by metes and bounds as follows (bearings are based on State Plane Coordinate System, Texas North Central Zone (4202) North American Datum of 1983 (NAD '83)):

BEGINNING at an "X" cut found for the southeast corner of said Lot 2 and the herein described tract;

THENCE with the perimeter and to the corners of said Lot 2, the following calls:

- North 88 degrees 44 minutes 50 seconds West, a distance of 542.03 feet to a point from which a 1/2 inch rebar found bears South 08 degrees West, a distance 0.47 feet;
- North 00 degrees 46 minutes 27 seconds East, passing at a distance of 10.00 feet a 5/8 inch rebar with an illegible cap found for the southeast corner of Block B of Island Village at Providence, an addition in the Town of Providence Village, Denton County, Texas, according to the plat recorded under Cabinet W, Slide 394, (P.R.D.C.T.), continuing for a total distance of 616.36 feet to a point from which a 1/2 inch rebar found bears North 57 degrees West, a distance of 0.37 feet, from said point a 1/2 inch rebar found for the northernmost northeast corner of Lot 32 in Block B of said Island Village at Providence bears North 34 degrees 29 minutes 29 seconds West, a distance of 13.15 feet;
- North 89 degrees 17 minutes 47 seconds East, a distance of 725.47 feet to the northwest corner of a tract of land described by deed to the State of Texas as recorded under Document Number 2024-36123, (O.P.R.D.C.T.), from which a 1/2 inch rebar found bears North 22 degrees East, a distance of 0.25 feet;

THENCE South 00 degrees 54 minutes 50 seconds West, with the west line of said State of Texas tract, a distance of 418.57 feet to a 1/2 inch rebar with cap stamped, "TEXAS DEPARTMENT OF TRANSPORTATION" found for the southwest corner thereof;

THENCE North 88 degrees 44 minutes 50 seconds West, with the south line of said Lot 2, a distance of 182.63 feet to a 1/2 inch rebar with cap stamped, "WINDROSE" found for the re-entrant corner thereof;

THENCE South 00 degrees 39 minutes 42 seconds West, with the southernmost east line of said Lot 2, a distance of 222.56 feet, returning to the **POINT OF BEGINNING** and enclosing 9.526 acres (414,946 square feet) of land, more or less.

NOW THEREFORE, KNOW ALL BY THESE PRESENTS
That BBD PROVIDENCE VILLAGE PARTNERS, LLC, the owner acting by and through its duly authorized agent of the property described in this plat does hereby adopt this plat, designating the property as **PROVIDENCE SQUARE ADDITION, LOTS 2R, 5, 6, 7, 8, & 9, BLOCK B**, subdivision to the Town of Providence Village, Texas, and whose name is subscribed hereto, hereby dedicate to the use of the public forever all streets, alleys, parks, watercourses, drains, easements, rights-of-way and public places thereon shown for the purpose and consideration therein expressed.

WITNESS, my hand at _____, Texas this the _____ day of _____, 20____.

BY: _____
AUTHORIZED SIGNATURE
STATE OF TEXAS §
COUNTY OF _____ §
Before me, the undersigned authority, on this day personally appeared _____
known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration and under the authority therein expressed.
GIVEN under my hand and seal of office this _____ day of _____, 20____.

Notary Public for and in the State of Texas _____
My commission expires: _____

SURVEYOR CERTIFICATION
I, John H. Barton III, a Registered Professional Land Surveyor in the State of Texas, hereby certify that this plat is true and correct and was prepared from an actual survey of the property made under my supervision on the ground.

Signature: _____
Date: _____

CERTIFICATION OF TOWN COUNCIL APPROVAL
The Town Council of Providence Village on this day, the _____ of _____, 20____, voted affirmatively to conditionally approve preparation of the final plat subject to conditions enumerated in minutes of this date.

BY: _____ ATTEST: _____
Mayor Town Secretary

Signature: _____
Date: _____

Signature: _____
Date: _____

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AMENDED PLAT LOTS 2R, 5, 6, 7, 8, & 9, BLOCK B PROVIDENCE SQUARE ADDITION

BEING AN AMENDED PLAT OF LOTS 2R, 5, 6, 7, 8, & 9, BLOCK B, PROVIDENCE SQUARE ADDITION
ADDITION TO THE TOWN OF PROVIDENCE VILLAGE, DENTON COUNTY, TEXAS
AS RECORDED IN DOCUMENT NUMBER 2025-125, P.R.D.C.T.
PREPARED APRIL 2025

SURVEYOR/PREPARER



**BARTON CHAPA
SURVEYING**

3601 NE Loop 820, Suite 108
Fort Worth, TX 76137
Phone: 817-864-1957
info@bcsdw.com
TBPLS Firm #10194474

ENGINEER

KIRKMAN ENGINEERING
5200 STATE HIGHWAY 121
COLLEYVILLE, TX 76034
JEREMY NELSON, PE
(817) 488-4960
INFO@TRUSTEC.COM

OWNER/DEVELOPER

BBD Providence Village Partners, LLC
5801 Tennyson Parkway, Ste. 150
Plano, TX 75024
Stephen Brown
214.296.4989
info@buttry-brown.com

JOB NO.

2024.230.001

DRAWN:

BCS

CHECKED:

JHB

TABLE OF REVISIONS

DATE	SUMMARY
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PROVIDENCE SQUARE

PROVIDENCE VILLAGE, TEXAS

SHEET:

VO1