

**AGENDA REPORT  
PLANNING AND ZONING COMMISSION MEETING  
March 5, 2026**

**SUMMARY**

A request by A Civil Group (agent), on behalf of Southside Development, LLC, THM Construction, LLC, and the Woodrow J. Simmons & Donna S. Simmons Trust (owners), for approval of a PD Plan amendment to the Woodrail Terrace PD Plan that would transfer approximately 30-feet from existing Lot 13A of Woodrail Plat 13 to Lot 104 of Woodrail Terrace, Plat 1, to be known as the, "Woodrail Terrace Plat 2, Lots 201 & 202 PD Plan." The 0.48-acre subject site includes 3405 & 3407 Woodrail Terrace.

**DISCUSSION**

The applicant is seeking approval of a revised development plan and a modernized statement of intent (SOI) for their 0.48-acre property, located near the southern end of Woodrail Terrace. The subject site is described as Lot 104 of Woodrail Terrace, Plat 1, and Lot 13A of Woodrail Plat 13. The two existing lots share an interior side lot line with each fronting the east side of Woodrail Terrace. The owners of the northern lot deeded roughly 30-feet of land to the adjacent property owner to the south for the purpose of expanding the available greenspace on the southern lot. This transfer is considered a "subdivision" of land and has resulted in the current lots no longer being considered "legal lots". The proposed plan amendment would establish a new development plan specifically applicable to the subject lots that is consistent with their new deeded configuration and will serve as the preliminary plat for the new configuration. A new final plat (Case # 81-2026) will be considered concurrently by City Council to confer "legal lot" status to the new lot configuration.

**Background**

The original Woodrail Country Homes planned district was approved in 1975 as an R-3 PUD (multi-family), with 16 lots containing four single-family attached units each. Later that same year an amended plan was approved reducing the proposed development from 64 units, to 60 units. A 1980 revision reduced the number of lots located interior to the Woodrail Terrace Loop (Lots 12-16) to two single-family detached units each. This modification resulted in an overall reduction from 60 units to 50 units within the overall Woodrail Country Homes development. Since 1980, the interior lots have been the subject of a number of modifications as they have been built out. Lot 13, the southern half of which (Lot 13A) is now included in this request, was replatted into two lots and developed with two attached dwellings. The development now has a density of roughly 2.8 du/acre.

The parent tract for the southern portion of the subject parcel, which was originally a portion of Lot 14 of Woodrail Plat 3, has also seen a number of modifications throughout its existence. The initial development plan contained four attached units, consistent with the other lots throughout the development. Lot 14 was then reduced to two detached units with the 1980 plan revision. In 2000, a separate PD plan was created for Lot 14 depicting 3 detached single-family units. This plan included detailed schematics and grading for two custom residences along with a speculative home near the northeast corner of the lot, on what is now Lot 14C. A year later, in 2001, Lot 14 was subdivided into a three-lot configuration (Lot 14A, 14B, and 14C) to accommodate sale of each lot to a separate owner. By that time, only the home on Lot 14A (southern lot) was constructed. This subdivision permitted separate ownership of the three development parcels while remaining true to the underlying PD plan.

In 2023 Council approved the most-recent plan amendment, which further divided Lots 14B and 14C into 4 total lots, intended for two pairs of attached single-family residences. A new statement of intent (SOI) was approved in conjunction with the revised plan detailing permitted uses and dimensional

standards on the 4 lots. The approved SOI maintained standard R-1 (One-family Dwelling District) setbacks and parking requirements, while allowing internal setbacks of 0 feet to accommodate the desired attached single-family product.

### **Proposed PD Plan**

The proposed development plan depicts a relocated internal lot line between the subject lots that results in the property line shifting to the north an average of 30 feet. The east end of the common lot line is shifted 20 feet to the north and the west end of the common property lot line is to be shifted 40 feet to the north. The newly established development plan lot line is consistent with the current deeded property line that was established following the northern property owners transferred land to the southern owner by deed only. The method of transfer is viewed as an illegal subdivision under the UDC, meaning that a replat of the parcel is required to achieve legal lot status for each of the subject lots in their new configuration.

During staff review of the request the applicants indicated that the owner of the southern lot purchased the transferred acreage for additional green space, and they intend to enclose the area within a fence. However, pursuant to Section 29-5.1(f)(3) of the UDC, structures such as a fence are not permitted to cross an existing lot line. Therefore, in order to reach the applicant's desired outcome and to avoid any future potential permitting issues on their properties, replatting of the parcels is necessary.

Given the need for replatting the property, the lot arrangement is no longer considered to be consistent with the approved development plan and preliminary plat. Per Section 29-6.3(n) of the UDC modifications to the underlying lot arrangement require a major planned district amendment. The proposed plan only modifies the lot arrangement to accommodate the construction of the desired fence structure across the entirety of the resulting southern lot (proposed Lot 201).

### **Statement of Intent**

The proposed statement of intent mirrors that approved in conjunction with the, "Woodrail Terrace Plat 1 Lots 14B and 14C PD Plan," which was approved in 2023. The northwestern lot from the 2023 development plan (Lot 103) is now the southern lot (proposed Lot 201) of the current request. As such, the current PD amendment would expand the existing SOI to include Lot 13A of Woodrail Plat 13 (proposed Lot 202); however, this lot is not intended for redevelopment at this time and the existing single-family attached unit on the lot is compliant with the provisions of the new SOI.

### **CONCLUSION**

The proposed development plan revision is precipitated by the transfer of a 30-foot swath of land between the two subject lots. The proposed statement of intent is consistent with the existing regulations for the southern lot, but expands these regulations to apply to the remainder of the subject parcel included in the Simmons property.

Staff review identified potential future issues with the transferred acreage being owned by a separate entity from the remainder of the resulting Lot 201, although both corporations are owned by the applicant. As such, the applicants have transferred the entirety of proposed Lot 201 to Southside Development, LLC, requiring revised ownership notations on the development plan. Approval of the attached PD plan should be conditioned upon this issue being addressed prior to Council consideration.

### **RECOMMENDATION**

Approval of the proposed, "Woodrail Terrace Plat 2, Lots 201 & 202 PD Plan," and the modernized statement of intent, pursuant to minor technical corrections.

**SUPPORTING DOCUMENTS (ATTACHED)**

- Locator Maps
- PD Plan
- Statement of Intent

**SITE CHARACTERISTICS**

|                               |   |
|-------------------------------|---|
| <b>Area (acres)</b>           | 0.48 acres                                      |
| <b>Topography</b>             | Generally flat                                  |
| <b>Vegetation/Landscaping</b> | Turf, landscaping, 3-5 mature trees             |
| <b>Watershed/Drainage</b>     | Mill Creek                                      |
| <b>Existing structures</b>    | Retaining wall on rear lot line of southern lot |

**HISTORY**

|  |  |
|--|--|
| <b>Annexation date</b>                       | 1969   |
| <b>Zoning District</b>                       | PD (Planned Development)   |
| <b>Land Use Plan designation</b>             | Neighborhood District  |
| <b>Previous Subdivision/Legal Lot Status</b> | Lot 13A, Woodrail Plat 13 & Lot 104, Woodrail Terrace. PD plan acts as preliminary plat, arrangement will require new final plat |

**UTILITIES & SERVICES**

Site is served by all City utilities and services.

**ACCESS**

| <b>Woodrail Terrace</b>   |                   |
|---------------------------|-------------------|
| <b>Location</b>           | Eastern frontage  |
| <b>Major Roadway Plan</b> | Local Residential |
| <b>CIP projects</b>       | None              |
| <b>Sidewalk</b>           | Required          |

**PARKS & RECREATION**

|                                |                           |
|--------------------------------|---------------------------|
| <b>Neighborhood Parks</b>      | Forum Nature Area         |
| <b>Trails Plan</b>             | Forum Boulevard Connector |
| <b>Bicycle/Pedestrian Plan</b> | N/A                       |

**PUBLIC NOTIFICATION**

All property owners within 200 feet and City-recognized neighborhood associations within 1,000 feet of the boundaries of the subject property were notified of this pending request on February 17, 2026. Property-owner letters were distributed to forty neighboring property owners, and an advertisement was placed in the Tribune on that same date.

Report prepared by Rusty Palmer

Approved by Patrick Zenner