

August 5, 2022

City of McKinney
Planning Department
221 N. Tennessee
McKinney, Texas 75069

Re: Updated Letter of Intent for McKinney Municipal Complex City Hall and Council Chambers Site Plan Submittal

Dear Ms. Sheffield:

The City of McKinney is submitting an application for site plan approval for McKinney Municipal Complex – City Hall & Council Chambers. The property is located at 201 E. Virginia St. McKinney, TX 75069.

The project consists of adding a City Hall and Council Chambers Building, a Central Utility Plant, parking, a civic plaza space, utilities, and street re-alignment. As discussed previously with the Planning Department during the Integrated Design Workshops, we knew that multiple design exceptions would need to be applied for as part of this Site Plan Submission. After discussions with your Department, we would like to submit the following design exception requests:


- Build-to Zone (BTZ) required along Pedestrian Priority “A” streets between 5-10ft from the property line
- Build-to Zone (BTZ) required along Pedestrian Priority “B” streets between 5-10ft from the property line
- Building Frontage required along Pedestrian Priority “A” streets: 85%
- Building Frontage required along Pedestrian Priority “B” streets: 50%
- Any frontage along a Priority A or B street not defined by a building or driveway within the BTZ shall be defined by a Street Screening device (min. 2ft, max. 4ft) This is required at the front edge of the BTZ.
- Ground Floor Finished Levels fronting on Pedestrian Priority “A” Streets: 12 inches max. above sidewalk
- Ground Floor Finished Levels fronting on Pedestrian Priority “B” Streets: 18” (min.) above sidewalk
- Commercial and mixed-use buildings shall be simple, rectilinear forms with a clear base, middle, and top.
- Commercial and mixed-use buildings shall have flat or low-pitched roofs with parapets.
- Facades along all Pedestrian Priority “A” and “B” streets shall maintain the traditionally prevalent façade rhythm of 20’ – 30’ or multiples thereof. This rhythm may be expressed by changing materials, or color, or by using design elements such as fenestration, columns and pilasters, or by varying the setback of portions of the building façade.
- Windows and doors on street fronting facades be vertically proportioned and similar in size and shape to those used historically in McKinney’s downtown area.
- At least 80% of each facade facing a Pedestrian Priority “A” or “B” Street (excluding doors and windows) shall be externally finished in one or more of the following primary materials:
 - Masonry (brick, stone, synthetic stone, or cast stone)
 - Pre-cast concrete panels made to look like stone

- No more than 20% of each facade facing a Pedestrian Priority “A” or “B” Street (excluding doors and windows) shall use accent materials such as wood, architectural metal, architectural concrete masonry units, tile, glass block, stucco (utilizing three-step process), or Exterior Insulation and Finishing System (EIFS). EIFS shall not be used on any ground floor façade.

Please feel free to contact me if you have any questions regarding the applications for the Site Plan of the McKinney Municipal Complex – City Hall & Council Chambers.

Sincerely,

PARKHILL

By  _____
James Williams, RLA
Authorized Representative/Applicant for the
City of McKinney

JRW/ilc
Enclosures
Cc: Files