

**THE PLANNING AND ZONING COMMISSION OF THE TOWN OF BARTONVILLE MET IN REGULAR SESSION ON THE 6TH DAY OF MARCH 2024 AT THE TOWN OF BARTONVILLE TOWN HALL, LOCATED AT 1941 E JETER ROAD, BARTONVILLE, TEXAS WITH THE FOLLOWING COMMISSIONERS PRESENT, CONSTITUTING A QUORUM:**

Gloria McDonald, Chair  
Ralph Arment, Vice Chair  
Don Abernathy, Commissioner  
Larry Hayes, Commissioner  
Brenda Hoyt-Stenovitch, Commissioner  
Pat Adams, Alternate 1  
Rick Lawrence, Alternate 2

***Town Staff Present:***

Thad Chambers, Town Administrator  
Shannon Montgomery, Town Secretary  
Ed Voss, Town Attorney

**A. CALL MEETING TO ORDER**

Chair McDonald called the meeting to order at 7:00 pm.

**B. PLEDGE OF ALLEGIANCE**

Chair McDonald led the Pledge of Allegiance.

**C. PUBLIC PARTICIPATION**

*If you wish to address the Commission, please fill out a "Public Meeting Appearance Card" and present it to the Town Secretary before the meeting begins. Pursuant to Section 551.007 of the Texas Government Code, citizens wishing to address the Commission for items listed as public hearings will be recognized when the public hearing is opened. For citizens wishing to speak on a non-public hearing item, they may either address the Commission during the Public Participation portion of the meeting or when the item is considered by the Planning & Zoning Commission.*

There was no public participation.

**D. APPROVAL OF MINUTES**

**1. Discuss and consider the approval of the February 7, 2024, Regular Planning & Zoning Commission Meeting Minutes.**

Motion made by Commissioner Abernathy, seconded by Commissioner Adams, to approve the February 7, 2024, Regular Planning & Zoning Commission Meeting Minutes as presented.

**VOTE ON THE MOTION**

AYES: McDonald, Arment, Abernathy, Hayes, and Hoyt-Stenovitch

NAYS: None

VOTE: 5-0

**E. PUBLIC HEARINGS AND REGULAR ITEMS**

1. Discuss and make a recommendation regarding a Final Plat for an 81.789-acre tract of land situated in the A.M. Feltus Survey, Abstract Number 1594, and the Daniel Cook Survey, Abstract No. 230, in the Town of Bartonville, Denton County, Texas. The tract of land is located on the north side of E Jeter Road, approximately 2,063 feet north of its intersection with Porter Road, in Bartonville, Texas. The applicant is Mycoskie Associates, Inc., on behalf of Rob Knight. [Town of Bartonville FP-2024-002.]

Town Administrator Chambers presented Case FP-2024-002 and addressed questions from the Commissioners.

Applicant Jacob Sumpter stated the plans have been submitted to Cross Timbers Water Supply.

Motion made by Commissioner Hoyt-Stenovitch, seconded by Commissioner Arment, to recommend approval of a Final Plat for an 81.789-acre tract of land situated in the A.M. Feltus Survey, Abstract Number 1594, and the Daniel Cook Survey, Abstract No. 230, in the Town of Bartonville, Denton County, Texas, with the following conditions:

1. Prior to recordation of the final plat, the two “Offsite Drainage Easements” depicted on the Preliminary Utility Plan shall be recorded as separate instruments. The recording number of these easements shall be depicted on the final plat prior to recording.
2. Prior to recordation of the final plat, any existing buildings located within a regulatory setback shall be removed or relocated such that no existing buildings are located within any new yard setbacks to be established by the plat. The applicant shall provide a signed and notarized statement asserting that this requirement has been met prior to or concurrent with the submittal of a final plat for recordation.
3. Prior to recordation of a final plat, the proposed location and design of the on-site septic facilities (OSSF) for each proposed lot shall be approved by the Town of Bartonville, in accordance with Bartonville Development Ordinance Section 2.6.c.
4. In accordance with BDO Section 2.6.5., the final plat shall not be recorded until either:
  - a. All required public improvements have been constructed and accepted by the Town; or
  - b. The Town has received an appropriate surety from the applicant guaranteeing the construction of the required public improvements.

**VOTE ON THE MOTION**

AYES: McDonald, Arment, Abernathy, Hayes, and Hoyt-Stenovitch

NAYS: None

VOTE: 5-0

The applicant has requested this item be postponed to a date to be determined.

2. **Conduct a Public Hearing, discuss, and make a recommendation of an Ordinance amending the Town of Bartonville Code of Ordinances, Chapter 14, Exhibit “A”, Article 14.02, Ordinance 361-05, Zoning Regulations for the Town of Bartonville, to establish a Conditional Use Permit for a 130-foot-tall monopole telecommunications tower and a Resolution approving an accompanying Site Plan situated in Lot 1, Block A, of DCFWSD #7 Retail Center Addition of the Town of Bartonville, Denton County, Texas. The subject property is located on the northeast corner of the intersection of McMakin Road and E Jeter Road in Bartonville, Texas. [Town File #CUP-2023-005 and SP-2023-002].**

*The applicant requesting the Conditional Use Permit for a 130-foot-tall monopole telecommunications tower has requested that this item be postponed to a date to be determined. When the application is resubmitted, new notices will be published and mailed to the property owners within 200 feet of the affected property. [Town File #CUP-2023-005 and SP-2023-002].*

#### **F. FUTURE ITEMS**

Discussion only, no action taken.

#### **G. ADJOURNMENT**

Chair McDonald adjourned the meeting at 7:12 pm.

**APPROVED this the 1st day of May 2024.**

**APPROVED:**

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Gloria McDonald, Chair

**ATTEST:**

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Shannon Montgomery, TRMC, Town Secretary