



# PLANNING & ZONING COMMISSION COMMUNICATION

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**DATE:** June 4, 2025

**FROM:** Ryan Wells, Town Planner

**AGENDA ITEM:** Discuss and make a recommendation regarding a proposed renaming of the “Agricultural” zoning district to “Rural Residential.”

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**SUMMARY:** The Town is considering a renaming of the “Agricultural” zoning district to “Rural Residential.” This proposed change would be intended solely to clarify the intent of the zoning district and reduce current confusion between Bartonville’s Agricultural zoning and district and Denton County’s agricultural exemptions for property tax reductions. No changes would be made to any existing permitted uses, restrictions, or exemptions under this zoning. The only modification being proposed is the name of the zoning district which will appear on the Town’s Official Zoning Map.

The proposed zoning name change, if adopted by the Town Council, would affect approximately 175 parcels throughout Bartonville. In preparation for this discussion, a copy of the attached letter will be sent to all potentially affected property owners.

**PROCESS:**

The steps for changing a name of a zoning district:

1. Public hearings will need to be conducted before P&Z and Council.
2. Notice of the time and place of the public hearing must be published in the City’s official newspaper or a newspaper of general circulation in the City before the 15th day before the date of the hearing.
3. Written notice of the P&Z public hearing must be sent to each owner of real property within 300 feet of the property on which a change is proposed, and to any registered neighborhood organization representing the area in which the subject property is located. Additionally, the notice to a registered neighborhood organization is also required by City ordinance. This notice must be sent before the 10th day before the hearing date.
4. P&Z is required to make a preliminary report, hold the public hearing, and submit a final report to Council.
5. The Council must receive the P&Z final report before they can hold a public hearing on the zoning change. Follow the same notice procedures for the public hearing before Council as indicated above and below.
6. Council needs a simple majority to approve the final report. However, if Council receives a written protest signed by the owners of at least 20% of either: (a) the area of the lots or land covered by the proposed change; or (b) the area of the lots or land immediately adjoining the area covered by the proposed change and extending 200 feet from that area, then the Council’s vote has to be at least 3/4th majority to approve the change.

*Summary of the notice requirements:*

The City ordinances also require that notice shall be sent to each owner indicated on the most recently approved municipal tax roll for land inside the town limits. This notice may be served by depositing the notice, properly addressed and first-class mail postage prepaid, in the US mail.

Therefore, the entire procedures for complying with the notice requirements are as follows: (1) notice of time and place published in the newspaper before the 15th day before the hearing; (2) written notice sent before the 10th day before the hearing date to each owner within the area of the proposed change, as indicated on the most recently approved municipal tax roll, by first class mail, postage prepaid, through US mail; and (3) notice sent before the 10th day before the hearing date to any registered neighborhood organization representing the area of any property within the proposed zoning change area, if applicable.

*Approximate number of residents affected: 175*

*Documents affected:*

- Zoning Map
- Code of Ordinances

**ATTACHMENTS:**

- Copy of letter sent to potentially affected property owners