

**THE PLANNING AND ZONING COMMISSION OF THE TOWN OF BARTONVILLE MET IN REGULAR SESSION ON THE 5TH DAY OF MARCH 2025 AT THE TOWN OF BARTONVILLE TOWN HALL, LOCATED AT 1941 E JETER ROAD, BARTONVILLE, TEXAS WITH THE FOLLOWING COMMISSIONERS PRESENT, CONSTITUTING A QUORUM:**

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

***Commissioners Absent:***

Gloria McDonald, Vice Chair

***Town Staff Present:***

Kirk Riggs, Acting Town Administrator  
Shannon Montgomery, Town Secretary  
Annabelle Ackling, Town Attorney  
Shari Borth, Permit Technician  
Ryan Wells, Planning Consultant

**A. CALL MEETING TO ORDER**

Chair Arment called the meeting to order at 6:31 pm.

**B. PLEDGE OF ALLEGIANCE**

Chair Arment 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, preferably 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 were no public presentations.

**D. APPROVAL OF MINUTES**

**1. Discuss and consider the approval of the October 2, 2024 Planning & Zoning Commission Regular Meeting Minutes.**

Motion made by Commissioner Hoyt-Stenovitch , seconded by Commissioner Abernathy, to APPROVE the October 2, 2024 Regular Meeting Minutes as presented.

**VOTE ON THE MOTION**

AYES: Arment, Abernathy, Hayes, Hoyt-Stenovitch, Adams

NAYS: None

VOTE: 5-0

**E. PUBLIC HEARINGS AND REGULAR ITEMS**

1. **Conduct a Public Hearing to hear public comment, discuss, and make a recommendation to the Town Council regarding an Ordinance amending the Town of Bartonville Comprehensive Plan, Section 4 (Thoroughfare Plan) to update public road design standards. [Town of Bartonville File Number CPA-2025-001.]**
2. **Conduct a Public Hearing to hear public comment, discuss, and make a recommendation to the Town Council regarding an Ordinance amending the Town of Bartonville Code of Ordinances, Exhibit 10A (Development Ordinance), Appendix A (Engineering Design Standards), to update public road design standards and drainage standards. [Town of Bartonville File Number COA-2025-001.]**

Both agenda items #1 and #2 were presented simultaneously. Acting Town Administrator Riggs shared the safety reasons behind the request to increase the mandatory road width of future roads to 24 feet. Town Planner Wells presented the proposed amendments to the Thoroughfare Plan and the Engineering Design Standards, including the technical requirements.

Chair Arment opened the Public Hearing for Agenda Item #1 – amending the Town of Bartonville Comprehensive Plan, Section 4 (Thoroughfare Pla) to update public road design standards at 6:49 pm.

Denton County ESD #1 Division Chief/Fire Marshall Mon Nguyen spoke IN FAVOR of the proposed amendments.

Chair Arment closed the Public Hearing at 6:52 pm.

Motion made by Commissioner Hoyt-Stenovitch, seconded by Commissioner Hayes, to recommend **APPROVAL** of an Ordinance amending the Town of Bartonville Comprehensive Plan, Section 4 (Thoroughfare Plan) to update public road design standards.

**VOTE ON THE MOTION**

AYES: Arment, Abernathy, Hayes, Hoyt-Stenovitch, Adams

NAYS: None

VOTE: 5-0

Chair Arment opened the Public Hearing for Agenda Item #2 – amending the Town of Bartonville Code of Ordinances, Exhibit 10A (Development Ordinance), Appendix A (Engineering Design Standards), to update public road design standards and drainage standards at 6:54 pm, and after recognizing there was no one wishing to speak, closed the Public Hearing at 6:55 pm.

Motion made by Commissioner Abernathy, seconded by Commissioner Hoyt-Stenovitch, to recommend **APPROVAL** of an Ordinance amending the Town of Bartonville Code of Ordinances, Exhibit 10A (Development Ordinance), Appendix A (Engineering Design Standards), to update public road design standards and drainage standards.

**VOTE ON THE MOTION**

AYES: Arment, Abernathy, Hayes, Hoyt-Stenovitch, Adams

NAYS: None

VOTE: 5-0

**F. FUTURE ITEMS**

Discussion only, no action taken.

**G. ADJOURNMENT**

Chair Arment adjourned the meeting at 6:56 pm.

**APPROVED this the 2nd day of April 2025.**

**APPROVED:**

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Ralph Arment,  
Chair

**ATTEST:**

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Shannon Montgomery, TRMC  
Town Secretary