

**THE PLANNING AND ZONING COMMISSION OF THE TOWN OF BARTONVILLE MET IN REGULAR SESSION ON THE 1ST DAY OF MAY 2024 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, Vice Chair  
Don Abernathy, Commissioner  
Larry Hayes, Commissioner  
Brenda Hoyt-Stenovitch, Commissioner  
Pat Adams, Alternate 1  
Rick Lawrence, Alternate 2

*Commissioner(s) Absent:*

*Gloria McDonald, Chair*

*Town Staff Present:*

Thad Chambers, Town Administrator  
Shari Borth, Permit Tech / Administrative Assistant

**A. CALL MEETING TO ORDER**

Vice Chair Arment called the meeting to order at 6:30 p.m.

**B. PLEDGE OF ALLEGIANCE**

Vice 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 Administrator, 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 was no public participation.

**D. APPROVAL OF MINUTES**

- 1. Discuss and consider approval of the March 6, 2024, Planning & Zoning Commission Regular meeting minutes.**

Motion made by Commissioner Hoyt-Stenovitch, seconded by Commissioner Abernathy, to approve the March 6, 2024, Planning and Zoning Regular Meeting Minutes as presented.

**VOTE ON THE MOTION**

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

NAYS: None

VOTE: 5-0

**E. PUBLIC HEARINGS AND REGULAR ITEMS**

1. **Discuss and make a recommendation regarding a Final Plat for a 101.467-acre property situated in the Daniel Cook Survey, Abstract Number 230, and A.M. Feltus Survey, Abstract Number 1594, in the Town of Bartonville, Denton County, Texas. The property is located on the north side of E Jeter Road, approximately 2,185 feet east of the intersection of E Jeter Road and Country Court, in Bartonville, Texas. The applicant is Mycoskie & Associates, Inc., on behalf of Knight's Landing. [Town of Bartonville FP-2024-003.]**

Town Administrator Chambers provided a summary of the application and addressed questions from the Commissioners.

Vice Chair Arment opened the Public Hearing at 6:32 pm, and after recognizing that no one wanted to speak, closed the Public Hearing at 6:33 pm.

Motion made by Commissioner Abernathy, seconded by Commissioner Hoyt-Stenovitch, to recommend approval of FP2024-003 with the following conditions:

1. Prior to recordation of the final plat, the plat and accompanying planning materials shall be reviewed and approved by the registered sanitarian for the Town of Bartonville, in accordance with Title 30, Texas Administrative Code, Chapter 285, Section 285.4(c).
2. The 10-foot-wide utility easement (UE), the 15-foot-wide water line easement, and the 5-foot-wide drainage easement depicted on the final plat cannot overlap one another in a parallel fashion. Prior to recordation, the final plat shall show these three easements adjacent to one another and the public street, rather than overlapping. These will all fit within the 50-foot building setback, thus not impacting the buildable areas of the lots.
3. 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.
4. Prior to recordation, the final plat shall include a note that stating that the point where the new public street named "Wiesen Way" meets "Hat Creek Court" shall be gated, closed, and accessible for emergency vehicles only.
5. Prior to recordation the Town approval signature box shall be updated to read "Final Plat."

**VOTE ON THE MOTION**

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

NAYS: None

VOTE: 5-0

**F. FUTURE ITEMS**

Discussion only, no action taken.

**G. ADJOURNMENT**

Vice Chair Arment adjourned the meeting at 6:39 pm.

**APPROVED this the 5th day of June 2024.**

**APPROVED:**

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Gloria McDonald, Chair

**ATTEST:**

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Shannon Montgomery, TRMC, Town Secretary