



September 15, 2025

Mr. Kirk Riggs
 Town Administrator and Chief of Police
 Town of Bartonville
 1941 E Jeter Road
 Bartonville, TX 76226

**Re: Chipotle/Lantana Tract 8B CUP & Site Plan
 Completeness Review**

Dear Mr. Riggs:

We have reviewed the submittal of the Site Plan and Conditional Use Permit application for the Chipotle/Lantana Tract 8B and have the following to report.

Site Plan:

The Site Plan package is incomplete. <https://ecode360.com/39544500>

1. No color elevations were submitted with data illustrating the Code has been met. Dumpster screening required with elevations. The applicant is required to provide calculations indicating all requirements have been met. <https://ecode360.com/39544553>
2. No signage <https://ecode360.com/39544500>
3. Provide a data summary with building height, building square footage, overall tract, parking, etc. <https://ecode360.com/39544500>
4. Irrigation plans <https://ecode360.com/39544552>
5. Lighting Standards: <https://ecode360.com/39545861>
 - a. The data provided does not indicate the lighting meets the standards of the Code. Lighting measurements shall be taken to the property boundary.
 - b. The lighting fixtures and heights are not provided. <https://ecode360.com/39544544>

General observations:

1. What is the plan for abandoning the temporary drainage easement and a new drainage easement?
2. A Replat will be required to accommodate the fire lanes and other easements.

The applications are incomplete. The applications have been scheduled for the October 1, 2025 P&Z meeting. If the items can be submitted, meeting the Code standards **by Friday, September 19, 2025** we can expedite the review. If the items cannot be satisfied/completed, we will request the applicant submit a 30-day waiver or we will place the item on the agenda for denial.

The Code requirements have been provided for each deficiency through a link.

I will make myself available to review the application with you or the applicants to answer any questions.

Sincerely,

Helen-Eve Beadle, AICP
 H-E Planning + Design
 (469) 360-6618