
Belcheff & Associates, Inc.

Municipal Engineering & Management
TBPE Reg. No. F-368

1660 Keller Parkway, Ste. 103
Keller, Texas 76272

November 23, 2021

Via e-mail to cfarmer@pondertx.com

Matthew Poole, Mayor
Staci Johnson, Chair, Planning & Zoning Commission
Town of Ponder
102 W Bailey St
Ponder, TX 76259

Re: Moncrief-Burns Addition (Ponder ETJ) (Amended review)

Dear Mayor and Chair:

Concerning the “Minor” Preliminary Plat by CBG Surveying Texas, LLC, Dallas, Texas, dated October 29, 2021, representing owners Kyle Burns and Stephanie Burns, Individuals, of Fort Worth, Texas, as received by the Town on November 9, 2021, the following comments are provided:

Location – within Ponder Extraterritorial Jurisdiction (ETJ), Denton County, Texas, adjacent to north side private Moncrief Road

Comprehensive Plan

1. Future Land Use Plan – not addressed
2. Thoroughfare Plan –
 - a) Ponder – not addressed
 - b) Denton Co. – not addressed
3. Sewer Master Plan – not addressed; no Ponder service exists
4. Water Master Plan – not addressed; no Ponder service exists

Zoning – not applicable (ETJ)

Proposed Use

Single Family Residential

Final Plat Analysis

This proposed Preliminary Plat is located within the Town’s ETJ, confirmed with Denton County’s online GIS mapping and is therefore subject to the Town’s Subdivision Ordinance (as amended) and an Inter-Cooperative Agreement with Denton County that essentially states that the Town has exclusive jurisdiction to regulate all subdivision plats within the Town’s ETJ. However, plats within the Town’s ETJ within Denton County remain subject to both entity’s rules and regulations, while the more stringent of the two shall apply.

Mayor Mathew Poole
Chair Staci Johnson
November 23, 2021
Page 2 of 3

The plat is comprised of one tract of 5.257 acre tract north and adjacent to Moncrief Road which is indicated as a private road by Denton County GIS Landmark mapping system. *(The surveyor should indicate so on the Plat subject to his verification.)* The tract is to be subdivided into two lots. Both lots are at least 2.00 acres – 2.627 and 2.630 acres.

The applicant has indicated the proposed use for the resulting lots as Single-Family in which any potential impacts and resulting exactions to offset such impacts have been based.

The Town does not provide water or sewer service in this area and the properties are not within a Water or Sewer CCN service area. Extending either service appears to be cost prohibitive. Since proposed lot sizes exceed County requirements (minimum 2 acres), on-site water well service with onsite sewer service, such as an aerobic system should be possible pending permitting by Denton County. Proposed method of service should be stated on the plat.

Fire protection will be subject to County permitting without a sufficient water system for fire flows. Emergency vehicle access configuration is also subject to Denton County Fire Code requirements.

The submittal does not include a preliminary drainage study. A review of existing drainage patterns indicates the potential for significant stormwater flows from the upstream drainage area, which also includes an existing pond, possibly for agricultural uses. Any construction on these proposed lots should allow for conveyance of these flows across the subdivision.

Storm water runoff from the proposed lots generally flows to the south and appears to be discharged to the existing roadway ditch; however, without benefit of a submitted drainage study, this should be verified by the applicant. Insignificant onsite increases are expected from limited Single-Family type uses within the proposed subdivision.

A drainage easement is recommended across the proposed subdivision, most probably straddling the center common lot line to encourage continued conveyance of upstream stormwater runoff through the property. [It is strongly suggested that the owners obtain appropriate engineering analysis prior to any onsite construction and review such with the County Engineering department.)

Access to both platted areas is shown to be via connections to existing Moncrief Road, which appears to be a private local roadway, not specified for ROW dedication on the County's Master Thoroughfare Plan as shown on its Feb. 4, 2021 GIS map.

Preliminary Plat deficiencies are therefore found as follows:

1. Surveyor should verify property access rights to private Moncrief Road and note on Plat
2. Plat should include an "Improvements Statement" consistent with County rules
3. Plat should include those applicable items as listed on the Denton County Final Plat/Replat Completed Plat Application Checklist dated 10/25/2021
4. Approval block should be corrected to be consistent with Town of Ponder requirements

Mayor Mathew Poole
Chair Staci Johnson
November 23, 2021
Page 3 of 3

5. 20' drainage easement is recommended to be provided straddling common lot line

Rough Proportionality Certification

The Town Engineer certifies that the exaction requirements of the Town of Ponder Subdivision Ordinance, as applied to the proposed subdivision or development, do not impose costs on the applicant for public infrastructure improvements that exceed those roughly proportionate to the impact of the proposed subdivision or development with the following conditions:

1. none

Town Engineer's Recommendation –

Although this Preliminary Plat could be considered administratively incomplete, it is recommended it be approved with the following conditions:

1. satisfactory resolution of the above listed deficiencies prior to approval of a Final Plat

Sincerely,

o/s

George Belcheff, P.E.
Town Engineer for Ponder

cc: Planning & Zoning Commission/Town Council Members *via meeting packets*
Sheri Clearman, Town Secretary *via e-mail*
Gary Morris, Director of Public Works *via e-mail*
Carolyn Farmer, Planning & Zoning Director *via e-mail*
Applicant
Surveyor