



## AGENDA

### BARTONVILLE PLANNING & ZONING COMMISSION

#### REGULAR MEETING

SEPTEMBER 1, 2021

BARTONVILLE TOWN HALL, 1941 E. JETER, BARTONVILLE, TX 76226

7:00 PM

**A. CALL REGULAR MEETING TO ORDER**

**B. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**

**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.

**D. APPROVAL OF MINUTES**

1. Discuss and consider approval of the August 5, 2021 regular meeting minutes.

**E. REGULAR ITEMS**

1. *Site Plan – 1911 E. Jeter Road*

[CLICK HERE](#) to submit comments regarding this Public Hearing item.

Public hearing to hear public comment and consider recommendations to the Town Council regarding a Site Plan for Happy Huts, LLC being all of a tract of land being described as Block A, Lot 2R, Bartonville Town Hall Addition, Town of Bartonville, Denton County, Texas. The property is generally described as a 2.219-acre tract of land located on the north side of East Jeter Road, more commonly known as 1911 E. Jeter Road, Bartonville, Texas.

**Staff is requesting this item be postponed to the October 6, 2021 meeting.**

2. *Site Plan Amendment – Marty B's*

[CLICK HERE](#) to submit comments regarding this Public Hearing item.

Public hearing to hear public comment and consider recommendations to the Town Council regarding a Site Plan Amendment for BryFam Properties, LLC being all of a tract of land being described as Lot 1R-2R and Lot 1-R3, Block A, Denkmann Plaza Addition,

Town of Bartonville, Denton County, Texas. The properties are generally described as a 3.433-acre tract of land and a 1.480-acre tract of land located on the west side of FM 407, more commonly known as 2664 FM 407, Bartonville, Texas.

**Staff is requesting this item be postponed to the October 6, 2021 meeting.**

**F. FUTURE AGENDA ITEMS/REQUESTS BY COMMISSIONERS TO BE ON NEXT AGENDA**

**G. ADJOURN REGULAR MEETING**

I do hereby certify that the Notice of Meeting was posted on the bulletin board at Town Hall of the Town of Bartonville, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: August 27, 2021 at 9:00 a.m. at least 72 hours prior to the time of said meeting.



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Sylvia Ordeman, Town Administrator

***The Planning and Zoning Commission reserves the right to adjourn into a closed meeting or executive session as authorized by Texas Government Code, Sections 551.001, et seq. (the Texas Open Meetings Act) on any item on its open meeting agenda in accordance with the Texas Open Meetings Act, including, without limitation Sections 551.071-551.088 of the Texas Open Meetings Act. Any final action, decision, or vote on a matter deliberated in a closed meeting will only be taken in an open meeting that is held in compliance with Texas Government Code, Chapter 551.***

The Bartonville Planning and Zoning Commission held a regular meeting on the 5th day of August 2021, at 7:00 p.m., in the Council Chambers of Bartonville Town Hall, 1941 East Jeter Road, Bartonville, Texas and via video meeting.

*In accordance with order of the Office of the Governor issued March 31, 2020, and in accordance with subsequent orders issued by the Office of the Governor after that date, the Bartonville Planning and Zoning Commission conducted a meeting in person and by video conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19).*

**Present:**

Gloria McDonald, Vice-Chairperson  
Don Abernathy, Commissioner  
Harry Otto, Commissioner  
Brenda Hoyt-Stenovitch, Commissioner  
Margie Arens, Alternate 2

**Not Present:**

Ralph Arment, Chairperson

Also present: Sylvia Ordeman, Town Administrator, Ed Voss, Town Attorney, Chris Hartke, Town Engineer, Barry Hudson, Consultant Planner for the Town of Bartonville

There constituting a quorum, the following business took place:

**A. CALL TO ORDER**

Vice-Chair McDonald called the meeting to order at 7:01 p.m.

**B. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**

Vice-Chair McDonald led the Pledge of Allegiance.

**C. PUBLIC PARTICIPATION**

There was none.

**D. APPROVAL OF MINUTES:** Discuss and consider approval of the July 7, 2021 regular meeting minutes.

Commissioner Otto moved to approve the July 7, 2021 meeting minutes. Commissioner Hoyt-Stenovitch seconded the motion.

**VOTE ON THE MOTION**

**AYES:** McDonald, Abernathy, Otto, Hoyt-Stenovitch, Arens

**NAYS:** -  
**VOTE:** 5/0

**REGULAR ITEMS**

1. *Rezoning from AG to RE-2 – Pitner Tract*  
Public hearing to hear public comment and consider recommendations to the Town Council regarding an Ordinance amending the Town of Bartonville Code of Ordinances, Chapter 14, Exhibit “A,” Article 14.02, Ordinance 361-05, Zoning regulations for the Town of Bartonville, to change the zoning designation for a 87.123 acre tract or parcel of land situated in the Abraham Loving Survey, Abstract Number 736 in the Town of Bartonville, Denton County, Texas and being a portion of a called 100 acre tract of land described in the deed to Pitner Bartonville Property, LP., from Agriculture District (AG) to Residential Estates 2 (RE-2). The tract of land is located at the southwest side of FM 407 adjacent to Leesley Lane in Bartonville, Texas.

Ms. Ordeman gave a summary of the item requested stating that the requested rezoning is in line with the Town’s Land Use plan.

Mr. Omar Oweiss, 5225 Las Colinas Blvd., Irving, TX, introduced himself as the developer of the project.

No one spoke in favor:

No one spoke in opposition.

Vice-Chair McDonald closed the public hearing at 7:06 p.m.

Commissioner Hoyt-Stenovitch moved to recommend to the Town Council approval regarding an Ordinance amending the Town of Bartonville Code of Ordinances, Chapter 14, Exhibit “A,” Article 14.02, Ordinance 361-05, Zoning regulations for the Town of Bartonville, to change the zoning designation for a 87.123 acre tract or parcel of land situated in the Abraham Loving Survey, Abstract Number 736 in the Town of Bartonville, Denton County, Texas and being a portion of a called 100 acre tract of land described in the deed to Pitner Bartonville Property, LP., from Agriculture District (AG) to Residential Estates 2 (RE-2). Commissioner Arens seconded the motion.

**VOTE ON THE MOTION**

**AYES:** McDonald, Abernathy, Otto, Hoyt-Stenovitch, Arens  
**NAYS:** -  
**VOTE:** 5/0

2. *Preliminary Plat – Eagle Ridge*

Discuss and consider recommendations to the Town Council regarding the Preliminary Plat for the proposed Eagle Ridge containing approximately 87.123 acres. The proposed development will create thirty-eight (38) individual single-family lots. The property is generally located on the southwest side of FM 407, adjacent to Leesley Lane in Bartonville, Texas.

Vice-Chair McDonald opened the public hearing at 7:09 P.M.

Ms. Ordeman gave a summary of the item stating the preliminary plat includes 38 single-family residential lots, all at least 2 acres. There are several HOA lots proposed throughout the subdivision, with one of them being a 1-acre lot to serve as a proposed park. The applicant has requested to waive official utility company reviews until the final plat is submitted. Staff provided comments related to possible double-frontage lots and setbacks. The HOA one-acre park and a five-foot HOA lot are proposed to remediate double-frontage lots throughout the subdivision. Deep and variable front-yard setbacks are proposed throughout several of the lots in cul-de-sac areas.

Mr. Omar Oweiss, 5225 Las Colinas Blvd., Irving, TX, stated he will be the developer of the subdivision and the homes on the subdivision. He stated the one-acre HOA lot was placed to remediate double-frontage lots west of Jefferson Court and the five-foot HOA lot was placed to remediate double-frontage lots off Lone Star Way. He stated there is also a screening wall with landscape proposed along a majority of the perimeter of the property. Regarding the variable setbacks, he stated that form board surveys can be provided throughout the process to ensure that setbacks will be maintained.

No one spoke in favor.

No one spoke opposed.

Vice-Chairperson McDonald moved to convene into a closed meeting at 7:36 p.m. pursuant to Texas Government Code Chapter 551, Section 551.071 to discuss matters relating to consultation with the Town Attorney regarding this preliminary plat. The Commission reconvened into open session at 8:05 p.m.

Town Engineer Chris Hartke explained the form board survey process.

Vice-Chair McDonald closed the public hearing at 8:28 PM.

The Commission asked about the screening wall and fencing maintenance. Mr. Oweiss stated that any landscaping inside the fence will be the homeowner's responsibility, and landscaping outside of the fence will be the HOA's responsibility. He stated the fencing material used will all be the same and meet ordinance requirements. Vice-Chair McDonald requested Mr. Oweiss look into fencing material that will maintain a country aesthetic.

Town Engineer Chris Hartke suggested that a landscape easement be included where the screening wall will run to take any maintenance responsibilities off the property owner and onto the HOA.

Mr. Oweiss clarified that the five-foot HOA lot is only along the lots that are adjacent to Lone Star Way.

Commissioner Otto moved to recommend to the Town Council regarding the Preliminary Plat for the proposed Eagle Ridge containing approximately 87.123 acres with the condition that the landscape easement be placed along where the screening wall will run. Commissioner Abernathy seconded the motion.

Vice-Chair McDonald wanted it added to the record that it is unusual for the P&Z Commission to approve a five-foot strip to remediate a double-frontage lot, but the Commission recognizes the uniqueness of this property.

**VOTE ON THE MOTION**

**AYES:** McDonald, Abernathy, Otto, Hoyt-Stenovitch, Arens  
**NAYS:** -  
**VOTE:** 5/0

**F. ADJOURNMENT**

There being no further business to come before the board, Vice-Chair McDonald declared the meeting adjourned at 8:44 p.m.

**APPROVED this the \_\_\_\_ day of September 2021.**

Approved:

\_\_\_\_\_  
Ralph Arment, Chairperson

Attest:

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Sylvia Ordeman, Town Administrator



**Planning and Zoning Commission Meeting  
Item # 1**

**DATE:** September 1, 2021

**FROM:** Sylvia Ordeman, Town Administrator

**ITEM:** Public hearing to hear public comment and consider recommendations to the Town Council regarding a Site Plan for Happy Huts, LLC being all of a tract of land being described as Block A, Lot 2R, Bartonville Town Hall Addition, Town of Bartonville, Denton County, Texas. The property is generally described as a 2.219-acre tract of land located on the north side of East Jeter Road, more commonly known as 1911 E. Jeter Road, Bartonville, Texas.

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Staff is requesting this item be postponed to the October 6, 2021 meeting due to the site plan being incomplete at time of agenda posting.



**Planning and Zoning Commission Meeting  
Item # 2**

**DATE:** September 1, 2021

**FROM:** Sylvia Ordeman, Town Administrator

**ITEM:** Public hearing to hear public comment and consider recommendations to the Town Council regarding a Site Plan Amendment for BryFam Properties, LLC being all of a tract of land being described as Lot 1R-2R and Lot 1-R3, Block A, Denkmann Plaza Addition, Town of Bartonville, Denton County, Texas. The properties are generally described as a 3.433-acre tract of land and a 1.480-acre tract of land located on the west side of FM 407, more commonly known as 2664 FM 407, Bartonville, Texas.

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Staff is requesting this item be postponed to the October 6, 2021 meeting due to the site plan amendment being incomplete at time of agenda posting (variances were identified that will need to first be heard by the Board of Adjustment).