



City of Willow Park
Planning & Zoning Commission
Regular Meeting
516 Ranch House Rd, Willow Park, TX 76087
Tuesday, July 20, 2021 6:00 pm
Agenda

Call to Order

Determination of Quorum

Approval of Meeting Minutes for June 15, 2021

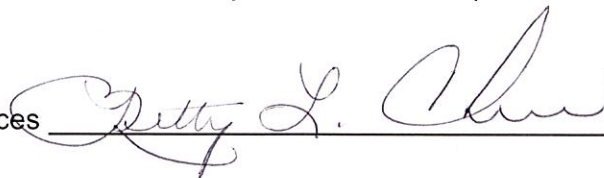
Items to be considered and acted upon

1. PUBLIC HEARING to consider and act on a request to rezone from R-1 Single Family District to R-5 Single Family Medium Density District, 20.31 acres situated in the A. McCarver Survey, Abstract No. 910, and the M.M. Edwards Survey, Abstract No. 1955, City of Willow Park, Parker County, Texas, being a portion of that certain tract of land described in deed to Bulwark Asset Management, Ltd., recorded in Instrument Number 201732162, Official Public Records, Parker County, Texas, Located between Yucca Road and Royal View Drive.
 - a. Open Public Hearing
 - b. Close Public Hearing
 - c. Make Recommendation

2. Consider and act on a Final Plat of a Replat Lots 2 through 5, Block E Crown Pointe Addition Phase IV, being 5.29 acres, City of Willow Park, Parker County, Texas, located on IH-20 Service Road North at Jimma Drive and Mary Lou Drive.

I certify that the above notice of this meeting was posted on the bulletin board at the municipal complex of the City of Willow Park, Texas on July 13, 2021 at 5:00 pm.

Director of Development Services



If you plan to attend this public meeting and you have a disability that requires special arrangements at this meeting, please contact Betty Chew, at (817) 441-7108 or by fax (817) 441-6900 at least two (2) working days prior to the meeting so that appropriate arrangements can be made.



City of Willow Park
Planning & Zoning Commission
Regular Meeting
516 Ranch House Rd Willow Park, TX 76087
Tuesday, June 15, 2021 6:00 PM
Minutes

Call to Order

The meeting was called to order at 6:00 pm.

Determination of Quorum

Present:

Chairman: Jared Fowler

Commissioner: Rodney Wilkins, Sharon Bruton

Absent:

Commissioner: Scott Smith and Billy Weikert

Also, Present:

Betty Chew

Approval of Meeting Minutes for May 18, 2021.

Commissioner Wilkins made a motion to approve the minutes of the May 18, 2021 Planning and Zoning Commission meeting.

Seconded by Commissioner Bruton.

Motion passed with a vote of 3-0.

Items to be considered and acted upon:

- 1. Consider and act on a Final Plat of a Replat Block E, Crown Pointe Addition Phase IV, being 6.85 acres, City of Willow Park, Parker County, Texas, located on IH-20 Service Road North at Jimma Drive and Mary Lou Drive.**

Betty Chew addressed the Commission stating this is a replat of this 6.85 acre block, which is being subdivided into five lots. The property is zoned Commercial/IH-20 Overlay District. Access to the subdivision will be off the IH-20 Service Road to Mary Lou Drive, Jimma Drive and J.D. Towles Road. A twenty-four foot access, fire lane and utility easement are being dedicated to service the lots. The subdivision is served by the City of Willow Park utility system.



City of Willow Park
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Tuesday, June 15, 2021 6:00 PM
Minutes

Staff has reviewed the Final Plat of Block E, Crown Pointe Addition, Phase IV and recommends approval as presented.

Chuck Stark, Barron Stark Engineers addressed the Commission stating this block was initially platted as a single lot with the plan of resubdividing when development plans were finalized.

Commissioner Wilkins made a motion to recommend to City Council approval of the Final Plat of a Replat Block E, Crown Pointe Addition, Phase IV, being 6.84 acres, City of Willow Park, Parker County, Texas as presented.

Seconded by Commissioner Bruton.

AYE VOTES: Chairman Fowler, Commissioners Bruton and Wilkins.

Motion Passed with a vote of 3-0.

2. PUBLIC HEARING to consider and act on text amendments to the City of Willow Park Zoning Ordinance to remove as a permitted use “Public Storage and Climate-Controlled Storage”.

Betty Chew addressed the Commission stating the Commission had requested this item to be placed on the agenda to consider comments regarding storage facilities. A significant number of storage facilities are being built in the City. There is concern regarding over building of these facilities.

Notice of Public Hearing was published.

Chairman Fowler opened the Public Hearing:

THOSE IN FAVOR OF ZONING ORDINANCE AMENDMENT:

None.

THOSE OPPOSED TO ZONING ORIDINANCE AMENDMENT:

None.

Chairman Fowler closed the public hearing.



City of Willow Park
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Minutes

Commissioner Wilkins made a motion to recommend to City Council that the Zoning Ordinance be amended to remove “Public Storage and Climate Controlled Public Storage” as permitted uses in all zoning districts.

Seconded by Commissioner Bruton.

AYE VOTES: Chairman Fowler, Commissioners Bruton and Wilkins.

Motion passed with a vote of 3-0.

3. PUBLIC HEARING to consider and act on text amendments to the City of Willow Park Zoning Ordinance to provide definitions for Commercial Amusement – Indoor and Commercial Amusement – Outdoor and to list Commercial Amusement – Indoor and Commercial Amusement – Outdoor as permitted uses in the “C” Commercial District and “LI” Light Industrial District.

Betty Chew addressed the Commission stating the Zoning Ordinance currently does not classify “Commercial Amusement – Indoor or Commercial Amusement – Outdoor” in any zoning district. As the City grows and develops the city needs to provide areas for these recreational activities. It is also recommended definitions for these uses be added to the Zoning Ordinance.

Notice of Public Hearing was published.

Chairman Fowler opened the Public Hearing.

THOSE IN FAVOR OF ZONING ORDINANCE AMENDMENTS:

None.

THOSE OPPOSED TO ZONING ORDINANCE AMENDMENTS:

None.

Chairman Fowler closed the Public Hearing.

Commissioner Bruton made motion to recommend to City Council that the Zoning Ordinance be amended to Classify Commercial Amusement – Indoor and Commercial Amusement – Outdoor as permitted uses in the C-Commercial District and the LI – Light Industrial District. It was further recommended that definitions for these uses be included in the ordinance.



City of Willow Park
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Minutes

Seconded by Commissioner Wilkins.

AYE VOTES: Chairman Fowler, Commissioners Bruton and Wilkins.

Motion passed with a vote of 3 – 0.

Chairman Fowler adjourned the meeting at 6:55 p.m.

APPROVED:

Jared Fowler, Chairman Planning and Zoning Commission



P&Z AGENDA ITEM BRIEFING SHEET

Meeting Date: July 20, 2021	Department: Development Services	Presented By: Betty Chew
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AGENDA ITEM: 1

PUBLIC HEARING to consider and act on a request to rezoning from R-1 Single Family District to R-5 Single Family Medium Density District, 20.31 acres A. McCarver Survey, Abstract No. 910 and the M.M. Edwards Survey, Abstract No. 1955, City of Willow Park, Parker County, Texas located between Yucca Road and Royal View Drive.

BACKGROUND:

The property is located in Planning Area 3 as identified in City's Comprehensive Plan. Planning Area 3 is situated along Interstate 20 and extending north. Due to the area's visibility along Interstate 20, a more compact area of mixed-use retail, office and residential development is suitable.

This 20 acre tract of land is located west of the Willow Wood Addition. The properties to the south and west are outside the City Limits of Willow Park in the city's extraterritorial jurisdiction.

The property was recently annexed by petition of the property owner. All property upon annexation is placed in the R-1 Single Family District Zoning classification.

The owner is requesting R-5 Single Family Medium Density District Zoning for future residential development.

Notice of Public Hearing was published.

STAFF/BOARD/COMMISSION RECOMMENDATION:

The Comprehensive Plan Future Land Use Plan shows Medium Density Residential.

EXHIBITS:

- Zoning Application
- Future Land Use Map
- Zoning Map

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$ N/A
	Source of Funding	\$ N/A



City of Willow Park
 516 Ranch House Road
 Willow Park, Texas 76087
 Phone: (817) 441-7108 · Fax: (817) 441-6900

ZONING CHANGE REQUIREMENTS

Name of Applicant: BULWARK ASSET MANAGMENT, LTD.

Mailing Address: 338 SILVER CANYON ROAD, FORT WORTH, TX 76108
Street City State Zip

Phone: 817-441-2102 Fax: _____ Email: jim@martinlandsales.com

Property Owner: BULWARK ASSET MANAGEMENT, LTD

Mailing Address: 338 SILVER CANYON ROAD, FORT WORTH, TX 76108
Street City State Zip

Phone: 817-441-2102 Fax: _____ Email: jim@martinlandsales.com

Location of property requesting to be re-zoned: ROYAL VIEW ROAD, PARKER COUNTY, TX

Intended Use of property: SINGLE FAMILY RESIDENTIAL

Current Zoning District: NA, PROJECT CURRENTLY SITUATED IN PARKER COUNTY

Requested Zoning District: R5 SINGLE FAMILY

Specific reason for zoning request: DEVELOPMENT OF RESIDENTIAL SUBDIVISION

\$260.00 PER CURRENT FEE SCHEUDLE

FEES: ~~\$150~~ (Residential) Additional fees (if applicable): _____
~~\$150~~ (Non-Residential) Additional fees (if applicable): _____

Any reasonable fees and/or costs which are required by the City of Willow Park for a proper review of this request are the sole responsibility of the applicant. Such fees or costs shall include, but are not limited to engineering reviews, legal opinions, building/property inspections and/or testing(s).

Chris Suh AUTHORIZED AGENT

 SIGNATURE OF OWNER

3/30/21

 DATE

 SIGNATURE OF APPLICANT

 DATE

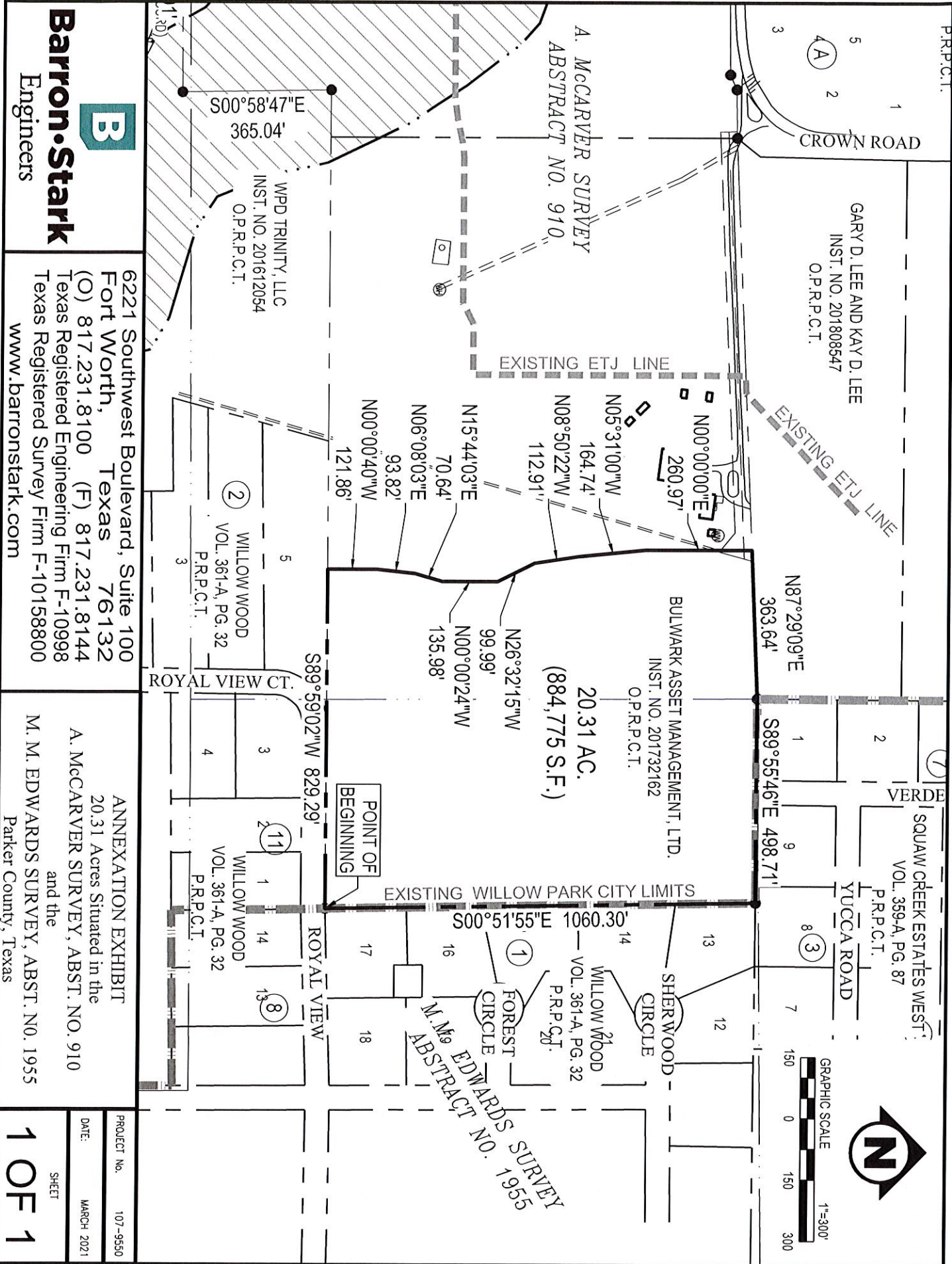
If the property owner is represented by another, a notarized letter of authorization must be submitted.

This checklist is provided to assist you in addressing the requirements for a Zoning Change request. An application is incomplete unless all applicable information noted below is submitted to the City of Willow Park Building Official. Please indicate that all information is included on the application by initialing in the box to the left of the required information. **Checking the box certifies to the City that you have completely and accurately addressed the issue.** If not applicable, indicate with "N/A" next in the box. Return this completed form at the time of your application submittal.

Applicant: Please complete the following

For Office Use Only

ITEM	INITIAL	ZONING CHANGE REQUIREMENTS	For Office Use Only		
			N/A	COMPLETE	MISSING
1	<i>efo</i>	Site boundary is indicated by a heavy solid line, dimensioned with bearings and distances, and distance to the nearest cross street.		✓	
2	<i>efo</i>	Site location/vicinity map clearly showing the location of the subject		✓	
3	<i>efo</i>	A north arrow is provided with drawing oriented such as that north is located to the top or left side of drawing sheet.		✓	
4	<i>efo</i>	A written and bar scale is provided. 1"= 200' unless previously approved by staff	✓		
5	<i>efo</i>	Accurately located, labeled and dimensioned footprint of existing structure(s) to remain is/are shown by a heavy dashed line. <i>VACANT</i>	✓		
6	<i>efo</i>	Adjacent property lines within 200 feet of the subject property.		✓	
7	<i>efo</i>	Adjacent zoning and land use (e.g. bank with drive-thru, office building, undeveloped etc.) within 200 feet of the property line is indicated. <i>ZONING MAP ATTACHED</i>		✓	
8	<i>efo</i>	Adjacent property owner(s), or subdivision name, with lot, block and recording information, is shown.		✓	
9	<i>efo</i>	Does the request conform to the proposed future land use in the city's Comprehensive Plan <i>YES</i>		✓	

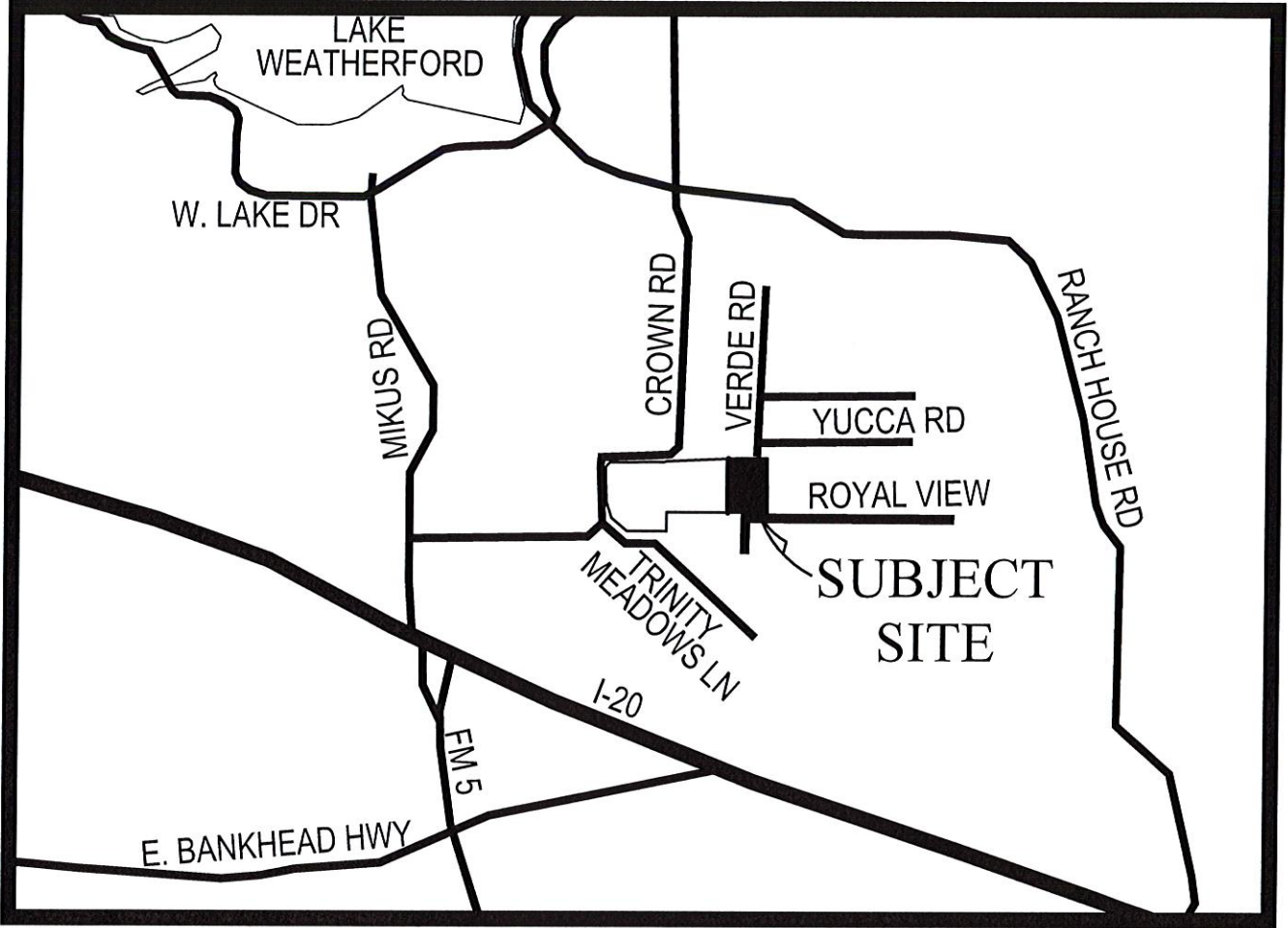


Barron-Stark
 Engineers

6221 Southwest Boulevard, Suite 100
 Fort Worth, Texas 76132
 (O) 817.231.8100 (F) 817.231.8144
 Texas Registered Engineering Firm F-10998
 Texas Registered Survey Firm F-10158800
 www.barronstark.com

ANNEXATION EXHIBIT
 20.31 Acres Situated in the
 A. McCARVER SURVEY, ABST. NO. 910
 and the
 M. M. EDWARDS SURVEY, ABST. NO. 1955
 Parker County, Texas

PROJECT NO. 107-9550
 DATE: MARCH 2021
 SHEET
1 OF 1



LOCATION MAP
(nts)

PL011101 UN: 3/30/2021 9:44 AM
FILE NAME: N:\BARRON STARK SWIFT ENG\107 MARTIN LAND SALES\9755 - THE BLUFFS PHASE 1\PLAT & PLANS\00 CAD\00 DWG\107-9755 LOCATION MAP.DWG

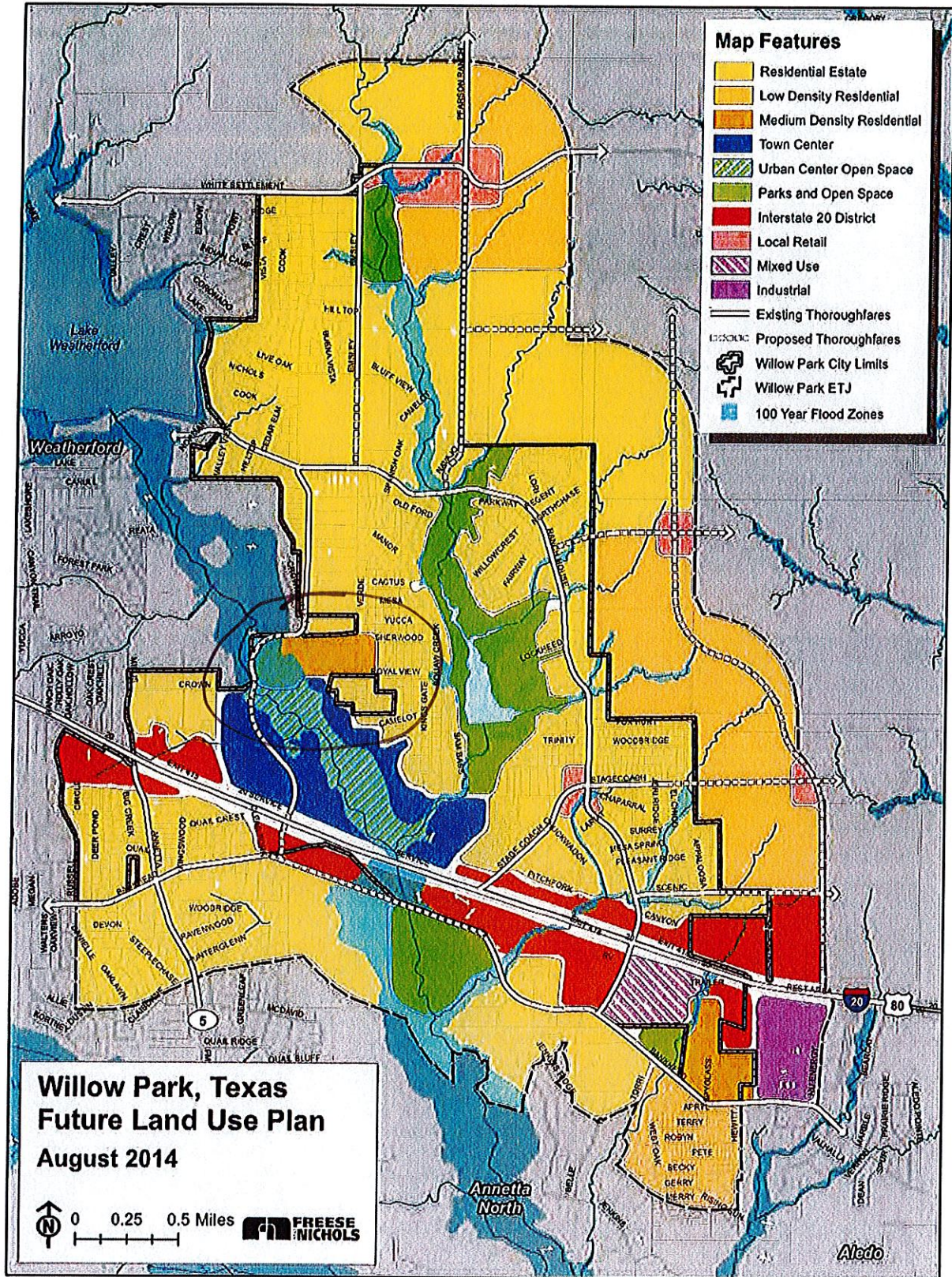
B
Barron-Stark
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LOCATION MAP
THE BLUFFS

PROJECT No.	107-9755
DATE:	03-30-2021
SHEET	EX1

Future Land Use Map



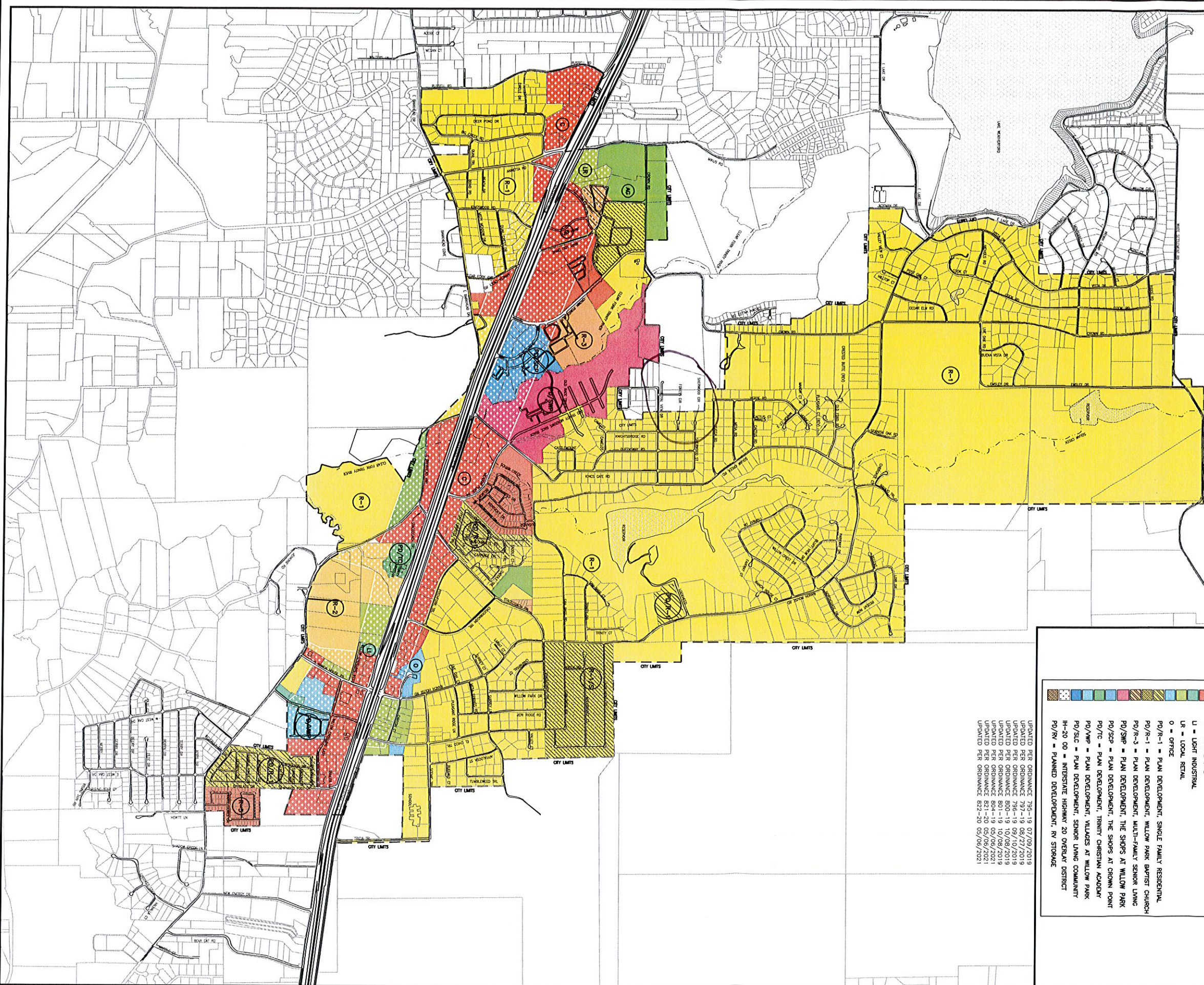
CITY OF WILLOW PARK ZONING MAP MAY 2021



ZONING DESCRIPTION LEGEND

	R-1 = SINGLE FAMILY RESIDENTIAL
	R-1/S = SINGLE FAMILY RESIDENTIAL, W/ SEWER
	R-2 = SINGLE FAMILY RESIDENTIAL, DUPLEX
	R-3 = MULTI-FAMILY RESIDENTIAL
	R-5 = SINGLE FAMILY RESIDENTIAL, HIGH-DENSITY
	AG = AGRICULTURE
	C = COMMERCIAL
	LI = LIGHT INDUSTRIAL
	LR = LOCAL RETAIL
	O = OFFICE
	PO/R-1 = PLAN DEVELOPMENT, SINGLE FAMILY RESIDENTIAL
	PO/R-1/S = PLAN DEVELOPMENT, WILLOW PARK BAPTIST CHURCH
	PO/R-3 = PLAN DEVELOPMENT, MULTI-FAMILY SENIOR LIVING
	PO/SWP = PLAN DEVELOPMENT, THE SHOPS AT WILLOW PARK
	PO/SCP = PLAN DEVELOPMENT, THE SHOPS AT CROWN POINT
	PO/TC = PLAN DEVELOPMENT, TRINITY CHRISTIAN ACADEMY
	PO/WMP = PLAN DEVELOPMENT, VILLAGES AT WILLOW PARK
	PO/SIC = PLAN DEVELOPMENT, SENIOR LIVING COMMUNITY
	HI-20 00 = INTERSTATE HIGHWAY 20 OVERTAKE DISTRICT
	PO/RV = PLANNED DEVELOPMENT, RV STORAGE

UPDATED PER ORDINANCE 795-19 07/09/2019
 UPDATED PER ORDINANCE 797-19 08/27/2019
 UPDATED PER ORDINANCE 798-19 09/10/2019
 UPDATED PER ORDINANCE 800-19 10/08/2019
 UPDATED PER ORDINANCE 801-19 10/08/2019
 UPDATED PER ORDINANCE 804-19 02/08/2021
 UPDATED PER ORDINANCE 811-20 02/08/2021
 UPDATED PER ORDINANCE 822-20 05/08/2021



THE CITY OF WILLOW PARK MAKES BEST EFFORTS TO CORRECT THIS MAP OF ERRORS, BUT DOES NOT WARRANT THE MAP OR ITS FEATURES. THE CITY OF WILLOW PARK PROVIDES THIS MAP WITHOUT ANY WARRANTY OF ANY KIND AND WISEDECISION, EITHER EXPRESSED OR IMPLIED.

Agenda #1

Mark & Stephanie Wagner
3325 Royal View St
Willow Park, TX 76087

Gary Etux Montgomery
3329 Royal View St
Willow Park, TX 76087

Craig Harris
3320 Sherwood St
Willow Park, TX 76087

Sherry Lynne Thompson &
Danny Clarke Carothers
3324 Sherwood Cir
Willow Park, TX 76087

Ricky C & Ragan Gabbert
3325 Sherwood Cir
Willow Park, TX 76087

Jerry Etux Worsham
PO Box 214
Weatherford, TX 76087

Glenn F Balog
7500 S FM 730
Azle, TX 76020

Michael A & Deborah Murray
3328 Royal View St
Willow Park, TX 76087

Randall Brian Ross & Melissa Yvonne Life Estate
Casey Bo Orr & Nathan Allen Ross & Kenneth
Boone
512 Knights Bridge Rd
Willow Park, TX 76087

Paul D & Alex B Hughes
508 Knights Bridge Rd
Willow Park, TX 76087

Rickey L & Stacey A Bryan
504 Knights Bridge Rd
Willow Park, TX 76087

Carrie & Cecil Wallace
500 Knights Bridge Rd
Willow Park, TX 76087

Marty Joe & Laura Jene Brooks
500 Verde Rd
Willow Park, TX 76087

Freddie Allyn Greene Jr
436 Verde Rd
Willow Park, TX 76087

Nealla Garner & Kelly Orin Clark
3025 Yucca Rd
Willow Park, TX 76087

Deeann Duke Ward
3033 Yucca Road
Willow Park, TX 76087

Douglas W Blackstock
3037 Yucca Road
Willow Park, TX 76087

Mailed 07/08/2021



P&Z AGENDA ITEM BRIEFING SHEET

Meeting Date: July 20, 2021	Department: Development Services	Presented By: Betty Chew
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AGENDA ITEM: 2

Consider and Act on a Final Plat of a Replat Lots 2 through 5, Block E, Crown Pointe Addition, Phase IV, being 5.29 acres, City of Willow Park, Parker County, Texas, located on the IH-20 Service Road N. at Jimma Drive and Mary Lou Drive.

BACKGROUND:

This is a replat of 5.29 acres (Lots 2-5) of this 6.85 acre Block. The Final Plat was approved July 13, 2021. Block E was platted into five lots for development with offices and medical facilities. The owner is replating the property reducing the number of lots from five to three. The property is zoned Commercial/IH-20 Overlay District.

Access to the subdivision will be off the IH-20 Service Road to Mary Lou Drive (70' ROW), Jimma Drive (50' ROW) and J.D. Towles Drove (60' ROW). Cross access is being provided via dedicated easements. There will be two entrance exits provided on Jimma Drive. A single entrance exit is provided on Mary Lou Drive. A twenty-four-foot (24') access, fire lane, and utility easement is being platted to service the lots.

The subdivision is served by the City of Willow Park utility system. Water mains are located in the street rights of way. A sanitary sewer main will be extended from J.D. Towles Drive in the access, fire lane and utility easement to service the proposed lots. Utility extension will be in accordance with the City of Willow Park Utility Extension Policy.

Stormwater flows west to east. There are two box culverts (Double 5'X5') in Mary Lou Drive and a TXDOT culvert which passes under IH-20 east of the subdivision.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff recommends approval of the Replat of Block E, Crown Pointe Addition, as presented.

EXHIBITS:

- Plat Application
- Final Plat

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	\$ N/A
	Source of Funding	\$ N/A



City of Willow Park Development Services

516 Ranch House Road
Willow Park, Texas 76087
Phone: (817) 441-7108 · Fax: (817) 441-6900

PLAT APPLICATION
MUST BE AN ORIGINAL DOCUMENT - FAXED COPIES WILL NOT BE ACCEPTED
ALL SIGNATURES MUST BE ORIGINAL

Type of Plat: Preliminary Final Replat Amended

REVISED

PROPERTY DESCRIPTION:

SUBMITTAL DATE: JUNE 29, 2021

Address (if assigned): TBD

Name of Additions: CROWN POINTE ADDITION, PHASE IV, LOTS 2R & 3R, BLOCK E

Location of Addition: INTERSTATE HIGHWAY NO. 20 AT JIMMA DRIVE AND MARY LOU DRIVE

Number of Lots: 2 Gross Acreage: 5.29 Zoning: C # of New Street Intersections: 0
IH20 OVERLAY

PROPERTY OWNER:

Name: MIT-MAR LAND, LP Contact: JIM MARTIN, MARTIN LAND

Address: 66470 S. F.M. 56 Phone: 817-441-2102

City: GLEN ROSE Fax:

State: TX Zip: 76043 Email: Jim@MartinLandSales.com

Signature: Jim Martin

APPLICANT:

Name: BARRON-STARK ENGINEERS Contact: CHARLES F. STARK, PE

Address: 6221 SOUTHWEST BLVD, #100 Phone: 817-296-9550

City: FORT WORTH Fax: 817-231-8144

State: TX Zip: 76132 Email: chucks@barronstark.com

Signature: Chuck Stark

SURVEYOR:

Name: BARRON-STARK ENGINEERS Contact: CHARLES F. STARK, RPLS

Address: 6221 SOUTHWEST BLVD, #100 Phone: 817-296-9550

City: FORT WORTH Fax: 817-231-8144

State: TX Zip: 76132 Email: chucks@barronstark.com

Signature: Chuck Stark

ENGINEER:

Name: BARRON-STARK ENGINEERS

Contact: CHARLES F. STARK, PE

Address: 6221 SOUTHWEST BLVD, #100

Phone: 817-296-9550

City: FORT WORTH

Fax: 817-231-8144

State: TX Zip: 76132

Email: chucks@barronstark.com

Signature: *Chuck Stark*

PRINCIPAL CONTACT: _____ Owner Applicant _____ Surveyor _____ Engineer

- Staff comment letters and mark-ups will be distributed only to the designated principle contact
- Comments will be sent via email unless otherwise specified

UTILITY PROVIDERS

Electric Provider: ONCOR

Water Provider: CITY OF WILLOW PARK

Wastewater Provider: CITY OF WILLOW PARK

Gas Provider (if applicable): TEXAS GAS

APPLICATION FEES

Handwritten signature and date: 06/29/2021

~~\$350.00 \$300.00 PLUS \$10 PER ACRE OR FRACTION THEREOF FOR LOTS LARGER THAN 1/2 ACRE~~

\$300.00 PLUS \$10 PER ACRE OR FRACTION THEREOF FOR LOTS LARGER THAN 1/2 ACRE

Additional fees (if applicable):

Any reasonable fees and/or costs, which are required by the City of Willow Park for a proper review of this request, are the sole responsibility of the applicant. Such fees or costs shall include, but are not limited to engineering reviews, legal opinions, building(s)/property inspections and/or testing(s).

City Use Only

Fees Collected: \$ _____ \$ _____

\$ _____ \$ _____

Receipt Number: _____

PLAT REVIEW CHECKLIST:

****This checklist must be submitted with the initial plat application****

I. GENERAL:

Name of Addition: CROWN POINTE ADDITION, PHASE IV

Applicant: BARRON-STARK ENGINEERS, CHUCK STARK

Property Owner(s): MIT-MAR LAND, LP

Location of Addition: INTERSTATE HIGHWAY NO. 20 WEST OF CROWN LANE

II. REQUIRED DOCUMENTS FOR A PRELIMINARY PLAT

APPLICANT STAFF

- | | | | |
|----|--|-------|-------|
| A. | Preliminary Plat Application (original signatures) | _____ | _____ |
| B. | Preliminary Plat Drawing (5 paper copies & 1 digital) | _____ | _____ |
| C. | Preliminary Drainage Analysis (5 paper copies & 1 digital) | _____ | _____ |
| D. | Concept Construction Plan (5 paper copies & 1 digital) | _____ | _____ |
| E. | Tree Survey | _____ | _____ |
| F. | Location and Dimensions of Existing Structures | _____ | _____ |
| G. | Sectionalizing or Phasing of Plats | _____ | _____ |
| H. | Zoning Classification of All Properties Shown on the Plat | _____ | _____ |
| I. | Dimensions of all Proposed or Existing Lots | _____ | _____ |
| J. | Location of 100-year Flood Limits Where Applicable | _____ | _____ |

III. REQUIRED DOCUMENTS FOR A FINAL PLAT

- | | | | |
|----|--|-------|-------|
| A. | Final Plat Application (original signatures) | _____ | _____ |
| B. | Final Plat Drawing (5 paper copies & 1 digital copy) | _____ | _____ |
| C. | Drainage Study (5 paper copies & 1 digital) | _____ | _____ |
| D. | Submit 1 mylar copy and 1 paper copy from county filing | _____ | _____ |
| E. | Written Metes and Bounds Description | _____ | _____ |
| F. | Dimensions of All Proposed or Existing Lots | _____ | _____ |
| G. | Area in acres for each lot | _____ | _____ |
| H. | Any Existing Structures which Encroach and Setback Lines | _____ | _____ |
| I. | Parker County Tax Certificate | _____ | _____ |
| J. | Plans for all water & sewer lines | _____ | _____ |
| K. | Plans for fire hydrants | _____ | _____ |
| L. | Plans for all proposed streets and sidewalks | _____ | _____ |

IV. REQUIRED DOCUMENTS FOR A REPLAT

- | | | | |
|----|--|-------------------|-----|
| A. | Replat Application (original signatures) | ✓ | ✓ |
| B. | Replat Drawing (5 paper copies & 1 digital copy) | ✓ | N/A |
| C. | Original Plat for comparison | ✓ | ✓ |
| D. | Drainage Study (5 paper copies & 1 digital) | ✓ | OK |
| E. | Submit 1 mylar copy and 1 paper copy from county filing | After CC approval | DK |
| F. | Written Metes and Bounds Description | ✓ | ✓ |
| G. | Dimensions of All Proposed or Existing Lots | ✓ | ✓ |
| H. | Area in acres for each lot | ✓ | DK |
| I. | Any Existing Structures which Encroach and Setback Lines | ✓ | N/A |
| J. | Parker County Tax Certificate | with mylar | DK |

V. REQUIRED DOCUMENTS FOR AN AMENDED PLAT

- | | | | |
|----|--|-------|-------|
| A. | Amended Plat Application (original signatures) | _____ | _____ |
| B. | Final Plat Drawing (5 paper copies & 1 digital) | _____ | _____ |
| C. | Original Plat for comparison | _____ | _____ |
| D. | Drainage Study (5 paper copies & 1 digital) | _____ | _____ |
| E. | Submit 1 mylar copy and 1 paper copy from county filing | _____ | _____ |
| F. | Written Metes and Bounds Description | _____ | _____ |
| G. | Dimensions of All Proposed or Existing Lots | _____ | _____ |
| H. | Area in acres for each lot | _____ | _____ |
| I. | Any Existing Structures which Encroach and Setback Lines | _____ | _____ |

VI.	REQUIREMENTS ON ALL PLATS	APPLICANT	STAFF
A.	Adjacent Property Lines, Streets, Easements	✓	✓
B.	Names of Owners of Property within 200 feet	✓	✓
C.	Names of Adjoining Subdivisions	✓	✓
D.	Front and Rear Building Setback Lines	✓	✓
E.	Side Setback Lines	✓	✓
F.	City Boundaries Where Applicable	✓	N/A
G.	Date the Drawing was Prepared	✓	✓
H.	Location, Width, Purpose of all Existing Easements	✓	✓
I.	Location, Width, Purpose of all Proposed Easements	✓	✓
J.	Consecutively Numbered or Lettered Lots and Blocks	✓	✓
K.	Map Sheet Size of 18"x24" to 24"x36"	✓	OK
L.	North Arrow	✓	✓
M.	Name, Address, Telephone, of Property Owner	✓	✓
N.	Name, Address, Telephone of Developer	✓	✓
O.	Name, Address, Telephone of Surveyor	✓	✓
P.	Seal of Registered Land Surveyor	✓	✓
Q.	Consecutively Numbered Plat Notes and Conditions	✓	✓
R.	City of Willow Park Plat Dedication Language	✓	✓
S.	Location and Dimensions of Public Use Area	✓	N/A
T.	Graphic Scale of Not Greater Than 1" = 200'	✓	N/A
U.	All Existing and Proposed Street Names	✓	✓
V.	Dimensions of All Existing and Proposed Rights-of-Way as Specified on Master Thoroughfare Plan	✓	✓
W.	Subdivision Boundary in Bold Lines	✓	✓
X.	Subdivision Name	✓	✓
Y.	Title Block Identifying Plat Type	✓	✓
Z.	Key Map at 1"=2000'	✓	✓
AA.	Surveyor's Certification of Compliance	✓	✓
BB.	Texas NAD83 State Plane Coordinates (Grid) (at least 2 corners)	✓	N/A
CC.	Show relationship of plat to existing "water, sewage, and drainage	✓	OK

VII.	ADDITIONAL DOCUMENTS REQUIRED ON FINAL PLATS	APPLICANT	STAFF
A.	A written and notarized statement describing the minimum improvements which the subdivider agrees to provide, conditional upon City Council approval of the final plat	WITH MYLAR PLAT	OK
B.	A written and notarized statement that all property taxes and assessments have been paid for past years and up to Current date. This statement shall be signed by the owner or owners (original and one copy)	WITH MYLAR PLAT	OK
C.	A written and notarized acknowledgement of the dedication to public use of streets, parks, water courses, drains, easements and other such public places as shown on the plat, and of payments in lieu of certain public dedications. Property designated for schools, churches, hospitals, municipal purposes, and other uses, shall be noted, as well as the conditions and procedures by which such property and monies shall be made available to prospective purchasers or governing bodies. This statement shall be signed by the owner or owners, and all persons having a mortgage or lien interest in the property. (if applicable)	WITH MYLAR PLAT	OK

PLEASE NOTE: After staff approval, up to fifteen (15) additional paper copies may be required for review by the Planning & Zoning Commission and City Council.

Willow Park
Plat
Building Official Review

Applicant Questions:

Front building setback: 25 ft.

Rear building setback: 25 ft.

Side building setback: 25 ft.

Side building setback: 25 ft.

Does the site include any utility/electric/gas/water/sewer easements? Yes No

Does the site include any drainage easements? Yes No

Does the site include any roadway/through fare easements? Yes No

Staff Review:

Does the plat include all the required designations? Yes No

Are the setbacks for the building sufficient? Yes No

Are there any easement conflicts? Yes No

Do the proposed easements align with neighboring easements? Yes No

Are the proposed easements sufficient to provide service? Yes No

Does the proposed project pose any planning concerns? Yes No

Approved

Not Approved

Needs More Information or Corrections

Building Official Approval Signature:

BETTY L. CHEW

Date: 07/03/2021

Willow Park
Plat
Public Works Review

Applicant Questions:

Is the project serviced by an existing road? Yes No
If yes, which road? IH 20 & CROWN LANE

Is the project serviced by an existing water line? Yes No
If yes, what size line? 8"

Will the project require the extension of a water line? Yes No

Does the project use well water? No Drinking Irrigation
If yes, which aquifer does the well pull from? N/A

Is the project serviced by an existing sewer line? Yes No
If yes, what size line? 8"

If no, what type and size is the septic system? N/A

Staff Review:

Will servicing this project require additional infrastructure beyond what is identified in the Capital Improvement Plan?

Yes No

Any additional concerns: _____

Approved Not Approved Needs More Information or Corrections

Public Works Approval Signature: MICHELLE GUELKER Date: 07/13/2021

Willow Park
Plat
Flood Plain Review

Applicant Questions:

Is any part of the plat in the 100-year flood plain?	Yes	<input type="radio"/> No
If yes, what is the base flood elevation for the area?	<u>N/A</u>	
Is the footprint of any built improvement in the 100-year flood plain?	Yes	<input type="radio"/> No
If yes, what is the base flood elevation for the area?	<u>N/A</u>	
Is the footprint of any habitable structure in the 100-year flood plain?	Yes	<input type="radio"/> No
If yes, what is the base flood elevation for the area?	<u>N/A</u>	

Staff Review:

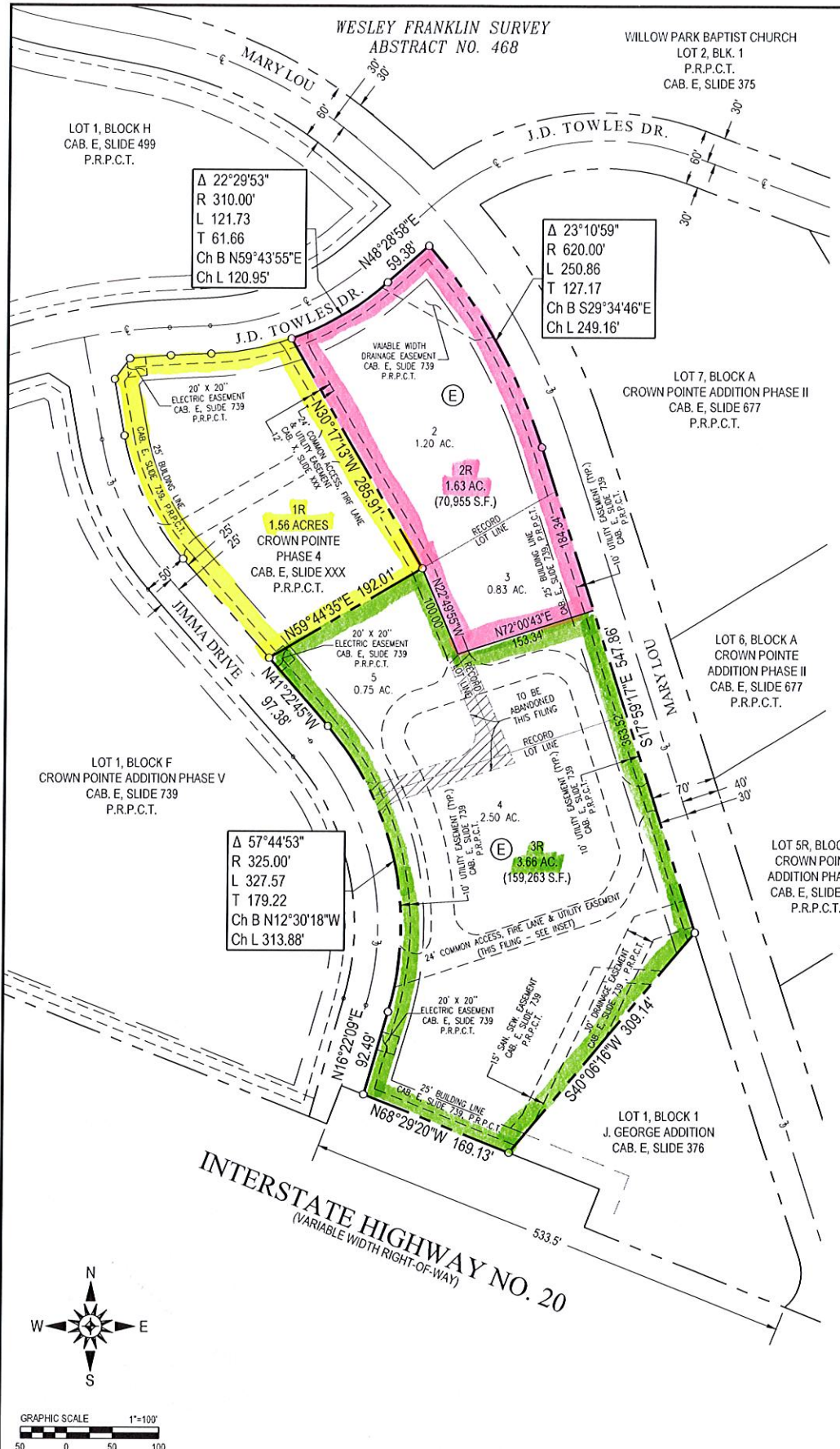
Base flood elevations confirmed?	<u>N/A</u>	Yes	<input type="radio"/> No
Does the proposed project pose any safety concerns?		Yes	<input checked="" type="radio"/> No

Approved

Not Approved

Needs More Information or Corrections

Flood Plain Manager Approval Signature: DEREK TURNER Date: 07/13/2021



NOTE:
 ○ OPEN CIRCLE INDICATES 1/2" CAPPED IRON ROD SET / FOUND STAMPED C.F. STARK, RPLS 5084

NOTE:
 BEARINGS & COORDINATES SHOWN HEREON ARE REFERENCED TO THE TEXAS STATE PLANE COORDINATE SYSTEM, N.A.D. 83 DATUM (TEXAS NORTH CENTRAL ZONE 4202) DERIVED FROM RESOLVED OPUS SOLUTIONS.

FLOOD STATEMENT:
 ANY REFERENCE TO THE 100 YEAR FLOOD PLAIN OR FLOOD HAZARD ZONES ARE AN ESTIMATE BASED ON THE DATA SHOWN ON THE FLOOD INSURANCE RATE MAP PROVIDED BY FEMA AND SHOULD NOT BE INTERPRETED AS A STUDY OR DETERMINATION OF THE FLOODING PROPENSITIES OF THIS PROPERTY. ACCORDING TO THE FLOOD INSURANCE RATE MAP FOR PARKER COUNTY, DATED APRIL 05, 2018 MAP NO. 483670425F, THE PROPERTY DESCRIBED HEREIN DOES NOT APPEAR TO LIE WITHIN "ZONE" A, SPECIAL FLOOD HAZARD AREA.

This is to certify that I, Charles F. Stark, a Registered Professional Land Surveyor in the State of Texas, have platted the above subdivision from an actual survey on the ground and all lot corners, angle points, and points of curve shall be properly marked on the ground upon completion of construction, and that this plat correctly represents the survey from which it is made.

Charles F. Stark, RPLS
 Texas Registration No. 5084



USE OF THIS ELECTRONIC SEAL/SIGNATURE AUTHORIZED BY CHARLES F. STARK, R.P.L.S. TEXAS REGISTRATION NO. 5084

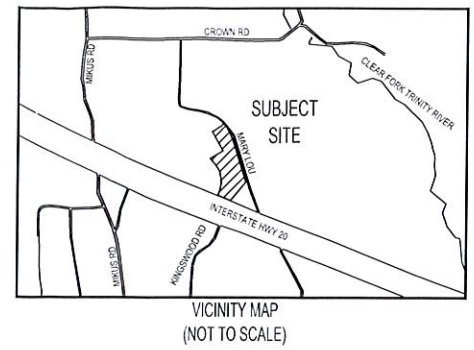
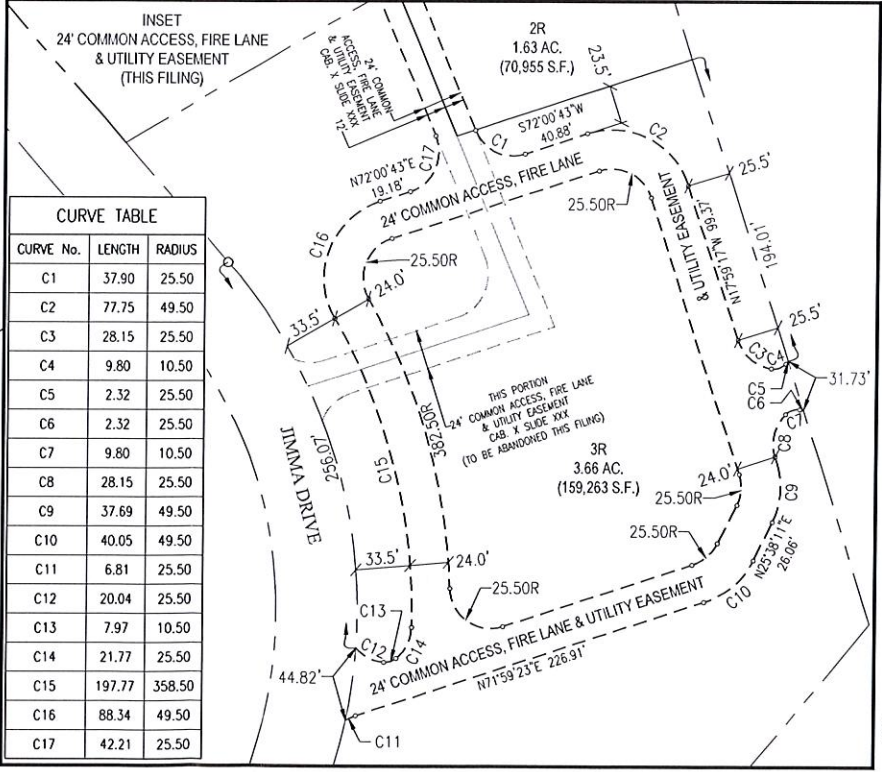
NOT TO BE RECORDED FOR ANY PURPOSES

APPROVED BY CITY OF WILLOW PARK

APPROVED BY _____ CITY COUNCIL
 CITY OF WILLOW PARK

SIGNED: _____ MAYOR _____ DATE _____

ATTEST: _____ CITY SECRETARY _____ DATE _____



OWNER DEDICATION:
 NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That, MIT-MAR LAND, LP, acting herein by and through its duly authorized officer, does hereby certify and adopt this plat designating the hereinabove described property as Lots 2R and 3R, Block E, CROWN POINTE ADDITION, PHASE IV, an addition to the City of Willow Park, Texas ("City") and does hereby dedicate to the public use forever, the fire lanes, easements, and encumbrances shown hereon.

- MIT-MAR LAND, LP, herein certifies the following:
- The public improvements and dedications shall be free and clear of all debt, liens, and/or encumbrances.
 - The easements, streets, and public use areas, as shown, are dedicated for the public use forever for the purposes indicated or shown on this plat.
 - No buildings, fences, trees, shrubs or other improvements or growths shall be constructed or placed upon, over or across the easements as shown, except that landscape improvements may be placed in landscape easements if approved by the City.
 - The City is not responsible for replacing any improvements in, under, or over any easements caused by maintenance or repair.
 - Utility easements may also be used for the mutual use and accommodation of all public utilities desiring to use or using the same unless the easement limits the use to particular utilities, said use by the public utilities being subordinate to the public's and the City's use thereof.
 - The City and public utilities shall have the right to remove and keep removed all or part of any building, fences, trees, shrubs or other improvements or growths which may in any way endanger or interfere with the construction, maintenance, or efficiency of their respective systems or public use in the easements.
 - The City and public utilities shall at all times have a right of ingress and egress to or from their respective easements for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining, reading meters, and adding to or removing all or parts of their respective systems or public use without the necessity of procuring permission from anyone.
 - Any modification of this document shall be by means of plat and shall be approved by the City.

This plat is approved subject to the conditions herein and to all platting ordinances, rules, regulations and resolutions of the City of Willow Park, Texas.

Witness my hand this the _____ day of _____, 2021.

MIT-MAR LAND, LP,

 Jim Martin, Member
 STATE OF TEXAS
 COUNTY OF PARKER
 Before Me, the undersigned authority, on this day appeared Jim Martin, known to me to be the person whose name is subscribed to the forgoing instrument.
 Given under my hand and seal of office this the _____ day of _____, 2021.

Notary Public in and for the State of Texas

Final Plat
 Lot 2R & 3R, Block E
CROWN POINTE ADDITION PHASE IV

An Addition to the City of Willow Park, Parker County, Texas

BEING a Re Plat of
 Lots 2 through 5, Block E, CROWN POINTE ADDITION PHASE IV
 an Addition to the City of Willow Park, Parker County, Texas
 according to the Plat recorded in
 Cabinet E, Slide ???, Plat Records
 Parker County, Texas

Also Being 5.29 Acres Situated in the
 WESLEY FRANKLIN SURVEY, Abstract No. 468
 City of Willow Park
 Parker County, Texas

6221 Southwest Boulevard, Suite 100
 Fort Worth, Texas 76132
 (O) 817.231.8100 (F) 817.231.8144
 Texas Registered Engineering Firm F-10998
 Texas Registered Survey Firm F-10158800
 www.barronstark.com



OWNER:
 MIT-MAR LAND, LP
 66470 S. F.M. 56
 GLEN ROSE, TX. 76043

FILED FOR RECORD
 PARKER COUNTY, TEXAS PLAT RECORD
 CABINET _____, SLIDE _____
 DATE _____

