

City of Willow Park Planning & Zoning Commission Regular Meeting 516 Ranch House Rd, Willow Park, TX 76087 Tuesday, August 17, 2021 6:00 pm Agenda

Call to Order

Determination of Quorum

Approval of Meeting Minutes for July 20, 2021

Items to be considered and acted upon

 Consider and act on a Final Plat Lot 2 and 3, Block 1, Porter Addition, being a 7.918 acre tract of land J.M. Froman Survey, Abstract No. 471, City of Willow Park, Parker County, Texas.

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 August 5, 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.



Call to Order

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

Determination of Quorum

Present:

Chairman: Jared Fowler

Commissioner: Rodney Wilkins, Billy Weikert, Scott Smith

Absent:

Commissioner: Sharon Bruton

Also, Present: Betty Chew

Approval of Meeting Minutes for June 15, 2021.

Commissioner Wilkins made a motion to approve the minutes of the June 15, 2021 Planning and Zoning Commission meeting.

Seconded by Commissioner Weikert.

Motion passed with a vote of 4-0.

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 Heaing
 - b. Close Public Hearing
 - c. Make Recommendation



Betty Chew addressed the Commission stating Bulwark Asset Management, LTD is the owner of this 20.31 acre tract of land located between Yucca Road and Royal View Drive. The property is located in Planning Area 3 as identified in the City Comprehensive Plan. Planning Area 3 is situated along Interstate 20 and extending north. A more compact area of mixed-use retail, office and residential development is proposed. The Future Land Use Plan shows Medium Density Residential for this area.

This property is west of the Willow Wood Addition. The properties to the south and west are outside the City Limits 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.

THOSE IN FAVOR OF ZONING REQUEST:

Will Shoonover – Barron Stark Engineers, addressed the Commission stating the owner is requesting R-5 Zoning to connect with the development along Meadow Place in the Wilks Development. The flood plan will be "Dedicated Open Space". There are 60 residential lots proposed for the tract.

Jim Martin – owner and developer of the property, stated the price point for the homes will be +/-\$600,000. The storm drainage will be designed in compliance with the City's drainage ordinance.

THOSE OPPOSED TO ZONING REQUEST:

Mark Wagner – 3325 Royal View, expressed concern about the density of the development and traffic.

Marty Brooks – 500 Verde Road, stated he had concerns about drainage as the area currently has drainage problems.

Marcy Galle – 500 Squaw Creek Road, requested the zoning change be denied and require a flood study, T.I.A., and require submittal of the development proposal for the property in Weatherford E.T.J.

Michael Murray -3328 Royal View, requested the zoning be denied and develop 1 acre lots. He feels 60 lots will change the character of the neighborhood.



Russell Dean – 600 Royal View Ct, stated he does not want the density the zoning will allow.

Tamara Dean – 600 Royal View Ct, stated she does not want the density and small houses.

Tandy Blackstock – 3037 Yucca Road, stated she moved to Willow Park in November of 2020. She has concerns over wildlife and 60 homes proposed. Water run-off is presently a problem, and she feels the development will increase the problem.

Commissioner Weikert made a motion to recommend 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 M.M. Edwards Survey, Abstract No. 1955, City of Willow Park, Parker County, Texas.

Motion died for lack of a second.

Commissioner Smith made a motion to recommend denying the request to rezone from R-1 Single Family District to R-5 Single Family Medium Density District, 20.31 acres A. McCarver Survey, Abstract No. 910 and M.M Edwards Survey, Abstract No.1955, City of Willow Park, Parker County, Texas.

Seconded by Commissioner Wilkins.

AYE VOTES: Commissioners Wilkins, Smith and Weikert.

NO VOTES: Chairman Fowler.

Motion passed with a vote of 3 - 1.

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.

Betty Chew addressed the Commission stating this is a replat of 5.29 acres of this 6.85 acre Block. Block E was platted into five lots for development with offices and medical facilities. 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 24 foot access, fire lane and utility easement is being platted to service the lots.

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



Commissioner Wilkins made a motion to recommend to City Council approval of the 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, as presented.
Seconded by Commissioner Smith.
AYE VOTES: Chairman Fowler, Commissioners Weikert, Wilkins and Smith.

Motions Passed with a vote of 4-0.

Chairman Fowler adjourned the meeting at 7:10 p.m.

APPROVED:

Jared Fowler, Chairman Planning and Zoning Commission



P&Z AGENDA ITEM BRIEFING SHEET

Meeting Date:	Department:	Presented By:	Presented By:	
August 17, 2021	Development Services	Betty Chew		

AGENDA ITEM: 1

Consider and Act on a Final Plat Lot 2 and 3, Block 1, Porter Addition, being a 7.918 acre tract of land J.M. Froman Survey, Abstract No. 471, City of Willow Park, Parker County, Texas.

BACKGROUND:

This is a Final Plat of Lots 2 and 3 (7.92 acres) of this 3 lot subdivision. The property is zoned Commercial/IH-20 Overlay District. Lot 2 is being developed with offices, shop area and a fencing material warehouse. A Special Use Permit was approved by City Council May 18, 2021 for this development. Lot 3 is for future development. The abandoned Stagecoach Trail right of way is a part of Lot 3 with the new Bankhead Hwy right of way to the west.

These lots have frontage on IH-20 Service Road and Bankhead Hwy. A 25 foot mutual access, utility, drainage, and fire lane easement is dedicated with this plat. The subdivision will be served by the City of Willow Park water system. Water service will be provided by extension of an 8 inch water main in Bankhead Hwy. Fire hydrants will be installed in compliance with I.S.O. regulations. Wastewater service will be provided by private on-site sewage disposal systems.

Stormwater flows north to south to the center of the subdivision.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Staff recommends approval of the Final Plat of Lot 2 and 3, Block 1, Porter Addition as presented.

Plat will be released for filing subject to revised Construction Plans.

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

XFinal

___Replat

___ Amended

Type of Plat: ___Preliminary

PROPERTY DESCRIPTION:	SUBMITTAL DATE: JULY 27, 2021
Address (if assigned): TBD	
Name of Additions: PORTER ADDITION	I, LOTS 2 &3, BLOCK 1
Location of Addition: BANKHEAD HIGHWAY @ IN	
Number of Lots: 2 Gross Acreage: 7.92 Zor	ning: <u>'C'</u> # of New Street Intersections: <u>-0-</u> IH-20 OVERLAY
PROPERTY OWNER:	
Name: BASIC DEVELOPERS, LLC	Contact:REX RAMSEY
Address: 206 E. US HIGHWAY 80	Phone: 972-298-3384
City: FORNEY	Fax:
State:TX zip:75126	Freelly you of own or for an annual
	Email: rex@forneyfence.com
Signature: <u>By, Charles F. Stark, Authorized Age</u> APPLICANT: Name: <u>BARRON STARK ENGINEERS, LP</u>	Contact: CHUCK STARK, PE
Signature: By, Charles F. Stark, Authorized Ages APPLICANT: Name: BARRON STARK ENGINEERS, LP Address: 6221 SOUTHWEST BLVD, #100	Contact: CHUCK STARK, PE Phone: 817-296-9550
Signature: By, Charles F. Stark, Authorized Ages APPLICANT: Name: BARRON STARK ENGINEERS, LP Address: 6221 SOUTHWEST BLVD, #100 City: FORT WORTH State: TX Zip: 76132	Contact:CHUCK STARK, PE Phone:817-296-9550 Fax:817-231-8144 Email:chucks@barronstark.com
Signature: By, Charles F. Stark, Authorized Agent APPLICANT: Name: BARRON STARK ENGINEERS, LP Address: 6221 SOUTHWEST BLVD, #100 City: FORT WORTH State: TX Zip: 76132 Signature: Charles F. Stark	Contact:CHUCK STARK, PE Phone:817-296-9550 Fax:817-231-8144 Email:chucks@barronstark.com
Signature: By, Charles F. Stark, Authorized Agent APPLICANT: Name: BARRON STARK ENGINEERS, LP Address: 6221 SOUTHWEST BLVD, #100 City: FORT WORTH State: TX Zip: 76132 Signature: Charles F. Stark SURVEYOR:	CHUCK STARK, PE Phone: 817-296-9550 Fax: 817-231-8144 Email: chucks@barronstark.com
Signature:	Contact: CHUCK STARK, PE Phone: 817-296-9550 Fax: 817-231-8144 Email: chucks@barronstark.com Contact: CHUCK STARK, RPLS
Signature: By, Charles F. Stark, Authorized Ages APPLICANT: Name: BARRON STARK ENGINEERS, LP Address: 6221 SOUTHWEST BLVD, #100 City: FORT WORTH State: TX Zip: 76132	Contact: CHUCK STARK, PE Phone: 817-296-9550 Fax: 817-231-8144 Email: chucks@barronstark.com Contact: CHUCK STARK, RPLS

ENGINEER:	
Name: BARRON STARK ENGINEERS, LP	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: Charles F. Stark, PE	
PRINCIPAL CONTACT: Owner X Applicant Staff comment letters and mark-ups will be distributed only Comments will be sent via email unless otherwise specified.	to the designated principle contact
UTILITY PROVIDERS	
Electric Provider: ONCOR	
Water Provider: CITY OF WILLOW PARK	
Wastewater Provider: <u>CITY OF WILLOW PARK</u>	
Gas Provider (if applicable): TEXAS GAS	
APPLICAT	ION FEES
\$25 \$350.00 \$300.00 PLUS XXX PER LOT XXXXXXX XX	CXXX XXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXX
\$300.00 PLUS \$10 PER ACRE OR FRACTION	ON THEREOF FOR LOTS LARGER THAN 1/2 ACRE
Additional fees (if applicable):	
Any reasonable fees and/or costs, which are required by th sole responsibility of the applicant. Such fees or costs shal building(s)/property inspections and/or testing(s).	e City of Willow Park for a proper review of this request, are the I include, but are not limited to engineering reviews, legal opinions
City Use Only Fees Collected: \$	\$
Receipt Number:	\$

This checklist must be submitted with the initial plat application

l.	GENE	ERAL:			
Name of Addition: PORTER ADDITION			PORTER ADDITION		
	Applic	eant:	BARRON STARK ENGINEERS		
	Prope	erty Owner(s):	BASIC DEVELOPERS, LLC		
	Locat	ion of Addition: B	ANHEAD HIGHWAY AND INTI	20	
11.	REQU	JIRED DOCUMENTS	FOR A PRELIMINARY PLAT	APPLICANT	STAFF
	A. B. C. D. E. F. G. H. I.	Preliminary Plat Dra Preliminary Drainage Concept Construction Tree Survey Location and Diment Sectionalizing or Phat Zoning Classification Dimensions of all Pre Location of 100-year	n of All Properties Shown on the Plat oposed or Existing Lots r Flood Limits Where Applicable	NA 	
III.	A. B. C. D. E. F. G. H. I. J. K. L.	Final Plat Application Final Plat Drawing (\$ Drainage Study (5 p. Submit 1 mylar copy Written Metes and B Dimensions of All Pr Area in acres for each Any Existing Structu Parker County Tax O Plans for all water & Plans for all propose	oposed or Existing Lots ch lot res which Encroach and Setback Lines Certificate sewer lines ts d streets and sidewalks	with CC approval with CC approval	OK OK N/A
IV.	A. B. C. D. E. F. G. H. I.	Replat Application (c Replat Drawing (5 po Original Plat for com Drainage Study (5 po Submit 1 mylar copy Written Metes and B Dimensions of All Pro Area in acres for each	aper copies & 1 digital copy) parison aper copies & 1 digital) and 1 paper copy from county filing ounds Description oposed or Existing Lots ch lot res which Encroach and Setback Lines	NA	
V.	A. B. C. D. E. F. G. H. I.	Amended Plat Applic Final Plat Drawing (S Original Plat for com Drainage Study (5 p Submit 1 mylar copy Written Metes and B Dimensions of All Pr Area in acres for each	aper copies & 1 digital) and 1 paper copy from county filing ounds Description oposed or Existing Lots	NA	

VI.	REQUIREMENTS ON ALL PLATS	APPLICANT	STAFF
A.B.C.D.E.F.G.H.I.J.K.L.M.N.O.P.Q.R.S.T.U.V. WX.Y.Z.A.B.C.	Adjacent Property Lines, Streets, Easements Names of Owners of Property within 200 feet Names of Adjoining Subdivisions Front and Rear Building Setback Lines Side Setback Lines City Boundaries Where Applicable Date the Drawing was Prepared Location, Width, Purpose of all Existing Easements Location, Width, Purpose of all Proposed Easements Consecutively Numbered or Lettered Lots and Blocks Map Sheet Size of 18"x24" to 24"x36" North Arrow Name, Address, Telephone, of Property Owner Name, Address, Telephone of Developer Name, Address, Telephone of Surveyor Seal of Registered Land Surveyor Consecutively Numbered Plat Notes and Conditions City of Willow Park Plat Dedication Language Location and Dimensions of Public Use Area Graphic Scale of Not Greater Than 1" = 200' All Existing and Proposed Street Names Dimensions of All Existing and Proposed Rights-of-Way as Specified on Master Thoroughfare Plan Subdivision Boundary in Bold Lines Subdivision Name Title Block Identifying Plat Type Key Map at 1"=2000' Surveyor's Certification of Compliance Texas NAD83 State Plane Coordinates (Grid) (at least 2 corners) Show relationship of plat to existing "water, sewage, and drainage		
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 Final Plat	OK
В.	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)	W <u>ith Fin</u> al 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 paymer in lieu of certain public dedications. Property designated for schochurches, 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 lier interest in the property. (if applicable)	ols,	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: _	50	ft.	Rear building setba	ck: 25	ft.
Side building setback: _	10	ft.	Side building setbac	ck: 10	ft.
Does the site include any	/ utility/el	ectric/gas/v	water/sewer easements?	Yes	No
Does the site include any	/ drainage	easements	?	Yes	No
Does the site include any	roadway	/through fa	re easements?	Yes	No
Staff Review:					
Does the plat include all	the requi	red designat	tions?	Yes	No
Are the setbacks for the	building s	ufficient?		Yes	No
Are there any easement			. 1	Yes	No
Do the proposed easeme	ents align	with neighb	oring easements?/\//A	Yes	No
Are the proposed easem	ents suffi	cient to prov	vide service?	Yes	No
Does the proposed proje	ct pose a	ny planning	concerns?	Yes	No
			Washington and the second seco		
					-
Approve		(Not A	nnroyed Needs Mars	Information	n or Corrections
Approve	u	NOLA	pproved Needs More		, 1
Building Official Approva	l Signatur	e: <u>/Q</u> E	TTY L. CHEW	Date	:08/10/XUZ/

Willow Park

Plat

Public Works Review

Applicant Questions:		
Is the project serviced by an existing road?	Yes	No
If yes, which road? BANKHEAD AND I20		
Is the project serviced by an existing water line?	Yes	No
If yes, what size line?		
Will the project require the extension of a water line?	Yes	No
Does the project use well water?	Drinking	Irrigation
If yes, which aquifer does the well pull from? $/////$		
Is the project serviced by an existing sewer line?	Yes	No
If yes, what size line?		
If no, what type and size is the septic system? <u>INDIVIDUAL ON-S</u>	SITE WASTE W	ATER SYSTEM
Staff Review:		
Will servicing this project require additional infrastructure beyond wha	t is identified in t	he Capital Improvement Plan?
Yes		
Any additional concerns:		
Approved Not Approved Needs	More Informatio	n or Corrections
Public Works Approval Signature: MICHELLE GUELKE	R Date: 08,	1/2/2021

Willow Park

Plat

Flood Plain Review

Applicant Questions:		
Is any part of the plat in the 100-year flood plain?	Yes	No
If yes, what is the base flood elevation for the area?		
Is the footprint of any built improvement in the 100-year flood plain?	Yes	No
If yes, what is the base flood elevation for the area?		
Is the footprint of any habitable structure in the 100-year flood plain?	Yes	No
If yes, what is the base flood elevation for the area?		
Staff Review:		~~
Base flood elevations confirmed?	Yes	No
Does the proposed project pose any safety concerns?	Yes	No
NEED DRAINAGE STUDY CALCULATIONS, COMPLET	AND	
CALCULATIONS, COMPLET	ED	
Approved Not Approved Needs More In	formation or C	orrections
Flood Plain Manager Approval Signature: DEREK TURN	IER_D	ate: <u>08/10/202</u> /

