

THE PLANNING AND ZONING COMMISSION OF THE TOWN OF BARTONVILLE MET IN REGULAR SESSION ON THE 6TH DAY OF AUGUST 2025 AT THE TOWN OF BARTONVILLE TOWN HALL, LOCATED AT 1941 E JETER ROAD, BARTONVILLE, TEXAS WITH THE FOLLOWING COMMISSIONERS PRESENT, CONSTITUTING A QUORUM:

Ralph Arment, Chair
Gloria McDonald, Vice Chair
Don Abernathy, Commissioner
Larry Hayes, Commissioner
Brenda Hoyt-Stenovitch, Commissioner
Pat Adams, Alternate 1

Commissioners Absent:

Rick Lawrence, Alternate 2

Town Staff Present:

Kirk Riggs, Town Administrator
Patricia Adams, Town Attorney
Shari Borth, Permit Technician
Ryan Wells, Planning Consultant

A. CALL MEETING TO ORDER

Chair Arment called the meeting to order at 6:30 pm.

B. PLEDGE OF ALLEGIANCE

Chair Arment led the Pledge of Allegiance.

C. PUBLIC PARTICIPATION

If you wish to address the Commission, please fill out a "Public Meeting Appearance Card" and present it to the Town Secretary, 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.

The following addressed the Commissioners:

- Kathy Daum, 1590 Post Oak, Bartonville, TX 76226

D. PUBLIC HEARINGS AND REGULAR ITEMS

- 1. Discuss and consider the approval of the June 4, 2025, Planning & Zoning Commission Regular Meeting Minutes.**

Motion made by Commissioner Hoyt-Stenovitch, seconded by Commissioner McDonald, to APPROVE the June 4, 2025, Regular Meeting Minutes as presented.

VOTE ON THE MOTION

AYES: Arment, McDonald, Abernathy, Hayes, Hoyt-Stenovitch

NAYS: None

VOTE: 5-0

2. **Discuss and make a recommendation regarding a Final Plat for a 32.029-acre property situated in the J. Burke Survey, Abstract Number 42, in the Town of Bartonville, Denton County, Texas. The property is located near the southeastern corner of Broome Road and Porter Road, in Bartonville, Texas. The applicant is McAdams, Inc., on behalf of Philip R. and Martha S. Rice. [Town of Bartonville File Number FP-2025-002.]**

Motion made by Commissioner Hoyt-Stenovitch, seconded by Commissioner McDonald, to recommend **APPROVAL** a Final Plat for a 32.029-acre property situated in the J. Burke Survey, Abstract Number 42, in the Town of Bartonville, Denton County, Texas, with the following conditions:

1. Prior to recordation of the final plat, the plat and accompanying planning materials shall be reviewed and approved by the registered sanitarian for the Town of Bartonville, in accordance with Title 30, Texas Administrative Code, Chapter 285, Section 285.4(c). Basis: Town Code Chapter 10, Exhibit A, Development Ordinance Section 2.6.e.4.
2. Prior to recordation of the final plat, the 25' water line easement (WLE) shall be labeled "25' WLE (BY THIS PLAT)". Basis: Town Code Chapter 10, Exhibit A, Development Ordinance Section 3.3.e.
3. Prior to the recordation of the final plat, the "30' GPLE 2010-86118" located within proposed Lot 6, Block A as shown in the approved Rice Ranch Minor Plat (MP-2024-003) shall be shown on the plat, unless documentation of the easement's vacation is provided to the Town. Basis: Scrivener's correction
4. Prior to recordation, the 25' WLE to be established by the plat shall be located to the east of the 30' GPLE along Porter Road. The water and gas line easement cannot overlap in parallel fashion. Basis: Town Code Chapter 10, Exhibit A, Development Ordinance Section 3.3.e.
5. Minor Correction: Note 8 shall read, "Gated driveways shall have the gate, or if present, callbox located no less than 55 feet from the edge of the road." Basis: Scrivener's correction.

VOTE ON THE MOTION

AYES: Arment, McDonald, Abernathy, Hayes, Hoyt-Stenovitch

NAYS: None

VOTE: 5-0

3. **Conduct a Public Hearing to hear public comment, discuss, and make a recommendation to the Town Council regarding a Site Plan Amendment for Guidance Preparatory Academy, located at 64 McMakin Road in the Town of Bartonville. The Amendment consists of changes to the landscaping plan for the commercial property. The applicant is Kathryn Taylor. [Town of Bartonville File Number SP-2025-001.]**

Chair Arment opened the Public Hearing at 6:56 pm.

The following individuals spoke:

- Kathy Daum, 1590 Post Oak, Bartonville, Texas – AGAINST

Chair Arment Closed the Public Hearing at 7:02 pm.

Motion made by Commissioner Abernathy, seconded by Commissioner Hayes, to recommend **APPROVAL** of a Site Plan Amendment for Guidance Preparatory Academy, located at 64 McMakin Road in the Town of Bartonville – Option 2 and 2a with the following conditions:

1. No trees shall be planted within the regulatory floodway or public right-of-way.
2. A revised site plan, prepared by a licensed landscape architect, showing the five proposed live oak tree plantings and placement of landscape boulders as indicated in Options 2 and 2.a shall be submitted for staff-level review.
3. New tree planting shall not take place until after October 1, 2025, to ensure best chance for survival.
4. New trees shall be irrigated.

VOTE ON THE MOTION

AYES: Arment, McDonald, Abernathy, Hayes

NAYS: Hoyt-Stenovitch

VOTE: 4-1

E. FUTURE ITEMS

Discussion only, no action taken.

F. ADJOURNMENT

Chair Arment adjourned the meeting at 7:11 pm.


APPROVED this the 3rd day of September 2025.

APPROVED:



Ralph Arment,
Chair

ATTEST:



Shannon Montgomery, TRME
Town Secretary

