THE PLANNING AND ZONING COMMISSION OF THE TOWN OF BARTONVILLE MET IN REGULAR SESSION ON THE 3RD DAY OF JUNE 2026 AT THE TOWN OF BARTONVILLE TOWN HALL, LOCATED AT 1941 E JETER ROAD, BARTONVILLE, TEXAS WITH THE FOLLOWING COMMISSIONERS PRESENT, CONSTITUTING A QUORUM:

Gloria McDonald, Chair
Don Abernathy, Commissioner
Pat Adams, Commissioner
Brenda Hoyt-Stenovitch, Commissioner
Rick Lawrence, Alternate 1
Rebecca Jenkins, Alternate 2

Commissioners Absent:
Ralph Arment, Commissioner

Town Staff Present:
Kirk Riggs, Town Administrator
Shannon Montgomery, Town Secretary
Jeremy Page, Town Attorney
Ryan Wells, Town Planning Consultant

A. CALL MEETING TO ORDER

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

B. PLEDGE OF ALLEGIANCE

Chair McDonald 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.

There was no public participation.

D. APPROVAL OF MINUTES

1. Discuss and consider the approval of the April 1, 2026, Planning & Zoning Commission Meeting Minutes.

Motion made by Commissioner Hoyt-Stenovitch, seconded by Commissioner Abernathy, to **APPROVE** the April 1, 2026, Planning & Zoning Commission Meeting Minutes as presented.

VOTE ON THE MOTION
AYES: Abernathy, Adams, Hoyt-Stenovitch, Lawrence, and McDonald
NAYS: None
VOTE: 5-0

E. PUBLIC HEARINGS AND REGULAR ITEMS

1. Conduct a Public Hearing to hear public comment, discuss, and take action on a Conditional Use Permit and Site Plan on property zoned General Commercial – Planned Development (GC-PD) on Block 2C, Lot 1R of the Carlisle Addition, Phase C, an approximate 2.0549-acre tract of land situated in the E. P. Holman Survey, Abstract No. 65, Town of Bartonville, Denton County, Texas. The property is generally located at the northeastern corner of FM 407 and Blanco Drive in Bartonville, Texas. The Town of Bartonville file numbers for this application are CUP-2026-002 and SP-2026-001.

Chair McDonald opened the Public Hearing at 6:54 pm.

Town Secretary Montgomery stated that the Town had not received any responses from the mailed Public Notices.

The following spoke before the Planning & Zoning Commission:

- Robert Middle, 9741 Blanco Drive, Lantana, Texas – OPPOSED
- Tricia Middle, 9741 Blanco Drive, Lantana, Texas – OPPOSED
- Rudy Garcia, 9740 Blanco Drive, Lantana, Texas – OPPOSED
- Troy Stephenson, 9730 Blanco Drive, Lantana, Texas – OPPOSED
- Phyllis Stephenson, 9730 Blanco Drive, Lantana, Texas – OPPOSED

Chair McDonald closed the Public Hearing at 7:16 pm.

Motion made by Commissioner Hoyt-Stenovitch, seconded by Commissioner Abernathy, to recommend **APPROVAL** of a request for a **Conditional Use Permit** on property zoned General Commercial – Planned Development (GC-PD) on Block 2C, Lot 1R of the Carlisle Addition, Phase C, an approximate 2.0549-acre tract of land situated in the E. P. Holman Survey, Abstract No. 65, Town of Bartonville, Denton County, Texas with the following **CONDITIONS**:

1. The proposed screening fence on the north side of the property shall be installed prior to issuance of a certificate of occupancy for the proposed building and shall meet all design requirements found in Bartonville Zoning Ordinance Section 13.3.C.14. A revised screening wall detail shall be reflected on a revised site plan to be reviewed and approved by Town staff prior to issuance of a building permit.
2. No outside speaker box shall be allowed.

VOTE ON THE MOTION
AYES: Abernathy, Adams, Hoyt-Stenovitch, Lawrence, and McDonald
NAYS: None
VOTE: 5-0

Motion made by Commissioner Abernathy, seconded by Commissioner Adams, to recommend **APPROVAL** of a request for a **Site Plan** on property zoned General Commercial – Planned Development (GC-PD) on Block 2C, Lot 1R of the Carlisle Addition, Phase C, an approximate 2.0549-acre tract of land situated in the E. P. Holman Survey, Abstract No. 65, Town of Bartonville, Denton County, Texas with the following **CONDITIONS**:

1. All parking area lighting shall be installed and operated so as not to reflect or shine on adjacent properties and in accordance with the standards established in BZO Section 13.3.7 and Chapter 28.
2. The trash receptacle shall be screened with an eight-foot-tall screen constructed of masonry materials of like and similar materials to those of the primary structure.
3. Prior to issuance of a certificate of occupancy for the proposed building, a replat of Lot 1R, Block 2C, Carlisle Addition shall be approved by the Town and recorded with the Denton County Clerk. This replat shall include the fire lane easement as depicted on the site plan, and a public drainage easement along the front (west side) of the property encompassing the open drainage ditch along FM 407.
4. All fire lane turn radii shall be a minimum of 20 feet. This shall be reflected on a revised site plan to be reviewed and approved by Town staff prior to issuance of a building permit.
5. The driveway from the site onto FM 407 shall be a right-in/right-out, with a raised porkchop directing ingress and egress. This shall be reflected on a revised site plan to be reviewed and approved by Town staff prior to issuance of a building permit.
6. The applicant shall obtain a TxDOT 1058 driveway permit, a copy of which shall be provided to the Town prior to site construction. Final driveway location and design shall be subject to TxDOT determination.

VOTE ON THE MOTION
AYES: Abernathy, Adams, Hoyt-Stenovitch, Lawrence, and McDonald
NAYS: None
VOTE: 5-0

F. FUTURE ITEMS
Discussion only, no action taken.

G. ADJOURNMENT
Chair McDonald adjourned the meeting at 7:50 pm.

APPROVED this the 7th day of October 2026.

APPROVED:

Gloria McDonald, Chair

ATTEST:

Shannon Montgomery, TRMC, Town Secretary