



**NOTICE OF
REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION
HICKORY CREEK TOWN HALL
1075 RONALD REAGAN AVENUE, HICKORY CREEK, TEXAS 75065
TUESDAY, MARCH 18, 2025, 6:00 PM**

AGENDA

Call to Order

Roll Call

Pledge of Allegiance to the U.S. And Texas Flags

Invocation

Public Comment

This item allows the public an opportunity to address the Planning and Zoning Commission. To comply with the provisions of the Open Meetings Act, the commission cannot discuss or take action on items brought before them not posted on the agenda. Please complete a request if you wish to address the commission. Comments will be limited to three minutes. Open Forum is for information only. No charges and/or complaints will be heard against any elected official, board member, the Town, or employee of the Town that are prohibited by law.

Consent Agenda

Items on the Consent Agenda are considered to be self-explanatory and will be enacted with one motion. No separate discussion of these items will occur unless so requested by at least one member of the Planning and Zoning Commission.

1. January 21, 2025 Meeting Minutes

Regular Agenda

2. Discuss, consider and act on a recommendation for a final plat of Lot 1, Block A of Hickory Heights Phase 1-A, 1.934 acres in the M.E.P. & P.R.R. Co. Survey A-915, ETJ Town of Hickory Creek, Denton County, Texas. The property is located at 1180 Sycamore Bend Road.

Adjournment

The Planning and Zoning Commission reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Government Code, Chapter 551.

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to the meeting. Please contact Town Hall at 940-497-2528 or by fax 940-497-3531 so that appropriate arrangements can be made.

I, Chris Chaudoir, do hereby certify, that this meeting notice was posted on the bulletin board at Town Hall, 1075 Ronald Reagan Avenue, Hickory Creek, Texas on March 13, 2025 at 9:00 a.m..

Chris Chaudoir
Town of Hickory Creek

**REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION
HICKORY CREEK TOWN HALL
1075 RONALD REAGAN, HICKORY CREEK, TEXAS
TUESDAY, JANUARY 21, 2025**

MINUTES

Call to Order

Meeting called to order at 6:01 p.m. by Vice Chairman Gilmore.

Roll Call

PRESENT

Chairman Tim May - in at 6:02 p.m.

Vice Chairman David Gilmore

Commissioner Dustin Jensen

Commissioner Brenda Kihl

Commissioner Collin Johnson

Commissioner Tony Martinez

Commissioner Bill Nippert

ALSO PRESENT

Trey Sargent, Town Attorney

Chris Gordon, Council Liaison

Chris Chaudoir, Administrative Assistant

Pledge of Allegiance to the U.S. And Texas Flags

Pledge of Allegiance to the U.S. And Texas Flags led by Vice Chairman Gilmore.

Invocation

Invocation given by Vice Chairman Gilmore.

Public Comment

No Public Comment

Consent Agenda

1. November 19, 2024 Meeting Minutes

Motion to accept minutes as presented made by Commissioner Jensen, Seconded by Vice Chairman Gilmore.

Voting Yea: Vice Chairman Gilmore, Commissioner Jensen, Commissioner Kihl, Commissioner Johnson, Commissioner Martinez, Commissioner Nippert. Motion passed unanimously.

Regular Agenda

2. Discuss, consider and act on a recommendation for a Final Plat for the Lennon II Addition, Lot 9, Block A, being 1.798 acres of land situated in the M.E.P. and P.R.R. Co. Survey, Abstract No. 915, Town of Hickory Creek, Denton County, Texas. The property is located in the 3280 block of FM 2181.

Drew Donosky, Clay Moore Engineering, 1903 Central Drive, Bedford, explained that the lot in question is the 2nd strip shop in the development and that the other buildings in the development were likely to be stand alone.

Vice Chairman Gilmore asked what was on the east side of the lot. Mr. Donosky explained there as a grade difference. There will be a 3-4 foot retaining wall with a safety railing between the site and a pond on the next lot. In response to a question about the Traffic Impact Analysis (TIA), Mr. Donosky explained that at full build out TIA had been completed with the first phase and approved by the town and TxDot. Easements have been dedicated and there will be approximately 6 tenants in the building depending on tenant needs.

Motion to recommend plat approval to council contingent on satisfying the comments from Halff made by Vice Chairman Gilmore, Seconded by Commissioner Johnson.

Voting Yea: Vice Chairman Gilmore, Commissioner Jensen, Commissioner Kihl, Commissioner Johnson, Commissioner Martinez, Commissioner Nippert. Motion passed unanimously.

3. Discuss, consider and act on a recommendation for a Site and Landscape plan for the Lennon II Addition, Lot 9, Block A, being 1.798 acres of land situated in the M.E.P. and P.R.R. Co. Survey, Abstract No. 915, Town of Hickory Creek, Denton County, Texas. The property is located in the 3280 block of FM 2181.

After Commissioner Kihl expressed concern about pedestrian safety in the parking lot, Mr. Donosky explained that there were drive-through lanes on either side of the building. Although handicap spaces and several other parking spaces are in the front of the building, the majority of the parking is in the rear. He will discuss with the developer the possibility of adding a sidewalk or designated crossing at the fire lane. He can also discuss with the Fire Department the possibility of some type of speed control device. The entrances to the building will be on the Swisher side with the rear mainly as employee and service access. Commissioner Kihl expressed her thought that the set up did not create a convenient location to visit and do business, due to pedestrian safety, lighting and other factors. Mr. Donosky explained that, in order to provide one more row of parking to the front, the building would have to be moved back into the 35-foot easement at the rear, which could not be blocked, and would compromise fire access lanes. A shared community patio space has been added to the middle west of the building frontage. They also added tree wells to the front curb line of the shops to accommodate the 20% landscape requirement. Commissioner Kihl expressed concern about the inconvenience of the parking and ability to lease the spaces. Mr. Donosky stated the building in Phase 1 had a similar setup and was leased to 100% capacity already. He believes a sidewalk and a painted crosswalk might be a good idea. They typically do not use speed bumps but have used rubber bumpers. He will speak to the Fire Department and developer.

There is a 5-foot landscape buffer at the rear of the property and a 6-foot screening wall between the site and residences which are at a lower elevation. There will be no drainage into the neighborhood. Commissioner Johnson asked if there would be any accommodation for longer vehicles or boat trailers to patronize the shops. The parking

spaces are 18 feet long with a 2-foot overhang in some spaces which meet the town's requirements. Longer vehicles would need to find parking in a non-fire lane area.

There is one trash area for this building. The other lots in the development will be connected by the front fire lane. There is cross-access easement along the rear of the lots from Parkridge to Lot 9 where it wraps back north. An easement will be granted across the front so there will be cross access front and back. The owners of the lot to the east have not agreed to access onto their property so the front easement currently does not go further to access the median cut on FM 2181 so the driveway entrance cannot be moved. The site meets parking, lot coverage, and landscaping requirements. Water comes in from the rear and, typically, the building will be plumbed for one master service. Grease traps for any tenants would be their responsibility to install.

Commissioner Kihl asked if all loading zones would be in front of the building. Mr. Donosky explained that there is a drive in the rear, striped no parking, that would be for loading. The commissioners again expressed concern for pedestrian safety in the rear lot, and the need for crosswalks. Council Gordon asked about the possibility of having the businesses accessible from the rear so patrons would not have to walk around. Mr. Donosky said it was atypical since the rear is usually for storage & offices. Ms. Chaudoir stated that would be a building permit issue and is not part of the site plan. Commissioner Johnson asked about the height of the rear fence at the neighborhood, 6 foot masonry. Commissioner Kihl asked about a tree comment from Halff, Mr. Donosky stated it had been moved away from the drive-through.

Motion to recommend site and landscape approval to council made by Commissioner Nippert, Seconded by Vice Chairman Gilmore.

Voting Yea: Vice Chairman Gilmore, Commissioner Jensen, Commissioner Martinez, Commissioner Nippert.

Voting Nay: Commissioner Kihl, Commissioner Johnson. Motion passed.

Adjournment

Motion to adjourn made by Commissioner Johnson, Seconded by Commissioner Kihl.

Voting Yea: Vice Chairman Gilmore, Commissioner Jensen, Commissioner Kihl, Commissioner Johnson, Commissioner Martinez, Commissioner Nippert. Motion passed unanimously.

Meeting adjourned at 6:49 p.m.

Approved:

Attest:

Tim May, Chairman
Planning and Zoning Commission

Chris Chaudoir, Administrative Assistant
Town of Hickory Creek



AGENDA INFORMATION SHEET

Project Name: Hickory Heights Phase 1-A

Meeting Date: March 18, 2025

Agenda Item: 2

Discuss, consider and act on a recommendation for a final plat of Lot 1, Block A of Hickory Heights Phase 1-A, 1.934 acres in the M.E.P. & P.R.R. Co. Survey A-915, ETJ Town of Hickory Creek, Denton County, Texas. The property is located at 1180 Sycamore Bend Road.

Background:

The property is located in the town's extraterritorial jurisdiction adjacent to Sycamore Bend Road. The owners constructed a new residence on the property but did not plat as required by Chapter 10, 10.01.001 and Chapter 14, Article XXVI of the town's Code of Ordinances.

Timeline:

Date	Request	Result
2/24/25	Final plat & application received	Forwarded for review to Halff and Denton County Development
3/5/25		Denton County Development returned notes from Planning & Zoning. See below.
3/14/25		Halff comments received
3/18/25	Final Plat - PnZ Meeting	
3/24/25	Final Plat - Council Meeting	

County review comments:

Notes:

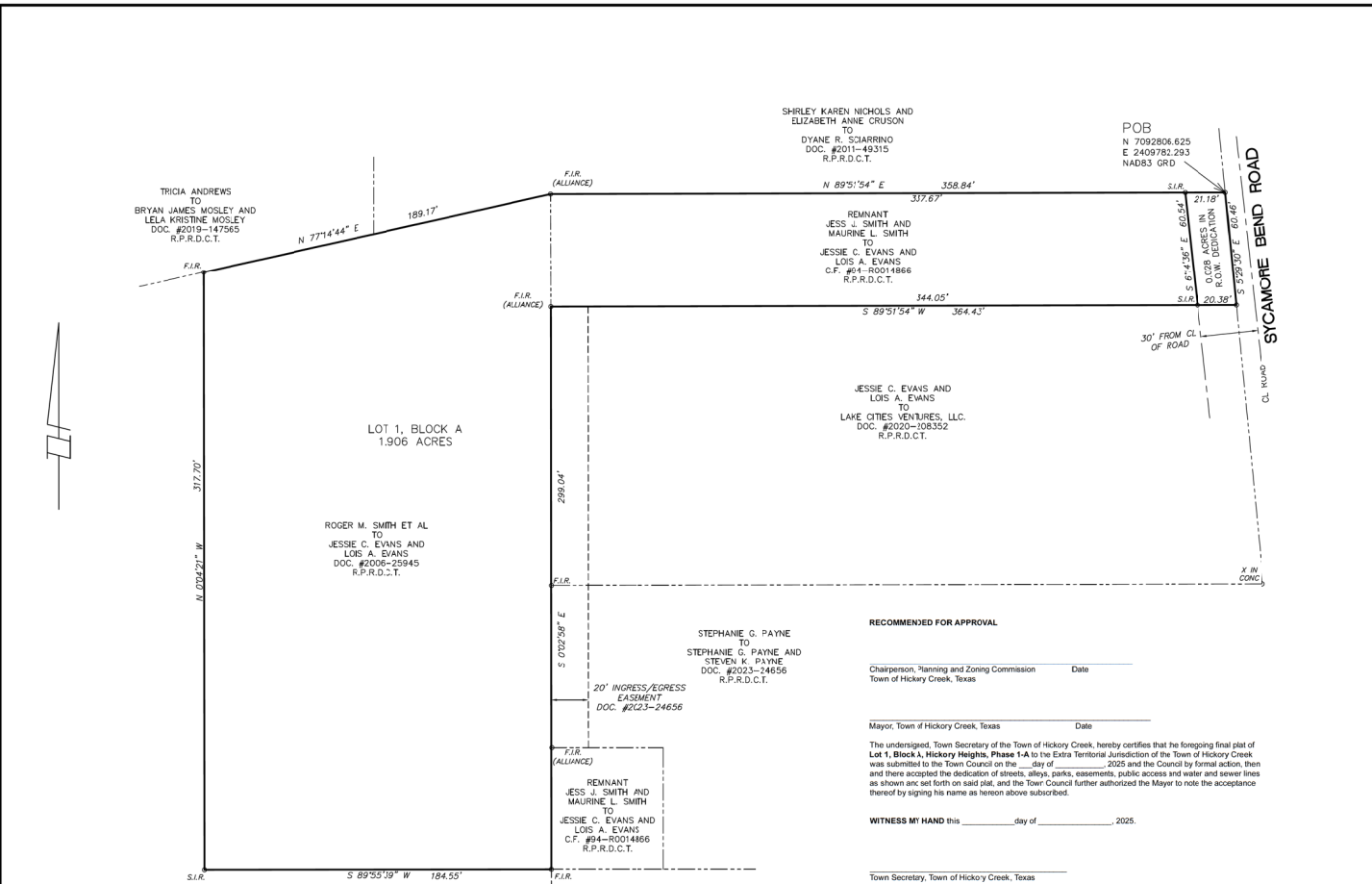
- Fire: Reviewed; No Comment
- Engineering: Reviewed; No Comment
- Planning/Zoning: 16 ft utility easement missing, 30 ft set back line missing, Add Standard Notes
- Environmental Health: Reviewed; No Comment

Previous Action/Review:

None

Summary:

The Final Plat is being considered under Texas Local Government Code 212.009.



OWNER'S CERTIFICATE AND DEDICATION

STATE OF TEXAS
COUNTY OF DENTON; WHEREAS WE, Jessie C. Evans and Lois A. Evans, are the owners of that certain lot tract, or parcel of land situated in the M.E.P. and P.R.R. Company Survey Abstract Number 915 in the Extraterritorial Jurisdiction of the Town of Hickory Creek, Denton County, Texas, being a part of that certain tract of land conveyed by deed from Roger M. Smith et al to Jessie C. Evans and Lois A. Evans recorded under Document Number 2006-25945, Real Property Records, Denton County, Texas, and being a part of that certain tract of land conveyed by deed from Jess J. Smith and Maurine L. Smith to Jessie C. Evans and Lois A. Evans recorded under Document Number 2011-49315, Real Property Records, Denton County, Texas, and being more particularly described as follows:

BEGINNING at a point for corner in Sycamore Bend Road, a public roadway having a proposed right-of-way of 60.0 feet, said point being the southeast corner of that certain tract of land conveyed by deed from Shirley Karen Nichols and Elizabeth Anne Cruson to Dyane R. Sciarino recorded under Document Number 2011-49315, Real Property Records, Denton County, Texas;

THENCE S 35° 29' 30" E, 60.46 feet with said Sycamore Bend Road to a point for corner, said point being the northeast corner of that certain tract of land conveyed by deed from Jessie C. Evans and Lois A. Evans to Lake Cities Ventures, LLC recorded under Document Number 2020-206352, Real Property Records, Denton County Texas;

THENCE S 39° 51' 54" W, pass at 20.38 feet a capped iron rod marked RPLS 4561 set for west line of said Sycamore Bend Road, a total distance of 364.43 feet with the north line of said Lake Cities Ventures tract to a capped iron rod marked Alliance found for corner, said point being the northwest corner of said Lake Cities Ventures tract;

THENCE S 30° 02' 58" E, 299.04 feet with the west line of said Lake Cities Ventures tract and with the west line of that certain tract of land conveyed by deed from Stephanie G. Payne to Stephanie G. Payne and Steven K. Payne recorded under Document Number 2023-24656, Real Property Records, Denton County, Texas, and with the west line of said Evans remnant tract to an iron rod found for corner, said point being the northwest corner of that certain tract of land conveyed by deed Kimberly Anne MacDougal, Executor to Lake Cities Ventures, LLC recorded under Document Number 2024-89270, Real Property Records, Denton County, Texas;

THENCE S 89° 55' 39" W, 184.55 feet to a capped iron rod marked RPLS 4561 set for corner;

THENCE N 30° 04' 21" W, 317.70 feet to an iron rod found for corner in the south line of that certain tract of land conveyed to deed from Tricia Andrews and Bryan James Mosley and Lela Kristine Mosley recorded under Document Number 2018-147666, Real Property Records, Denton County, Texas;

THENCE N 77° 14' 44" E, 189.17 feet with said south line of said Mosley tract and with the south line of said Sciarino tract to a capped iron rod marked Alliance found for corner;

THENCE N 89° 51' 54" E, pass at 337.66 feet a capped iron rod marked RPLS 4561 set for said west line of said Sycamore Bend Road, a total distance of 358.84 feet with said south line of said Sciarino tract to the **PLACE OF BEGINNING** and containing 1.934 acres of land, of which 0.026 acre is hereby dedicated for public roadway.

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS THAT WE, the aforesaid do hereby adopt this plat designating the herein above tract as **LOT 1, BLOCK A, HICKORY HEIGHTS, PHASE 1-A**, an addition to Denton County, Texas, and do hereby dedicate to the public use forever all utility easements, drainage easements, and streets as shown hereon. All and any public utilities shall have the full right to remove and keep removed all growths which may endanger or interfere with the construction, maintenance, or efficiency of its respective system on the utility easement for the purpose of constructing, reconstructing, inspecting, patrolling, maintaining, and adding to or removing all or part of its respective systems without the necessity at any time of procuring the permission of anyone.

WITNESS MY HAND this ____ day of _____, 2025.

 Jessie C. Evans

STATE OF TEXAS
COUNTY OF DENTON:
 This instrument was acknowledged before me on _____, 2025 by Jessie C. Evans.

NOTARY PUBLIC
STATE OF TEXAS

 Lois A. Evans

STATE OF TEXAS
COUNTY OF DENTON:
 This instrument was acknowledged before me on _____, 2025 by Lois A. Evans.

NOTARY PUBLIC
STATE OF TEXAS

RECOMMENDED FOR APPROVAL

Chairperson, Planning and Zoning Commission Date _____
 Town of Hickory Creek, Texas

Mayor, Town of Hickory Creek, Texas Date _____

The undersigned, Town Secretary of the Town of Hickory Creek, hereby certifies that he foregoing final plat of Lot 1, Block A, Hickory Heights, Phase 1-A to the Extra Territorial Jurisdiction of the Town of Hickory Creek was submitted to the Town Council on the ____ day of _____, 2025 and the Council by formal action, then and there accepted the dedication of streets, alleys, parks, easements, public access and water and sewer lines as shown and set forth on said plat, and the Town Council further authorized the Mayor to note the acceptance thereof by signing his name as hereon above subscribed.

WITNESS MY HAND this ____ day of _____, 2025.

 Town Secretary, Town of Hickory Creek, Texas

CERTIFICATE OF SURVEYOR

I, the undersigned, a registered professional land surveyor in the State of Texas, do hereby certify that this plat is true and correct and was prepared from an actual survey of the property made under my supervision on the ground.

 Jerald D. Yeman
 Registered Professional Land Surveyor No. 4561

- NOTES:**
- The purpose of this plat is to plat a previously unplatted lot into a legally platted lot.
 - All monuments are 1/2" steel rods unless otherwise noted and are tied to the existing tracts as noted in the legal description of the dedication of this plat.
 - There are no utility easements being created by this plat.
 - Basis of bearing is the State Plane Coordinate System, Texas North Central Zone (4202), North American Datum of 1983, as determined from GPS observations.
 - PLAT WAS PREPARED WITHOUT THE BENEFIT OF A CURRENT TITLE REPORT, THEREFORE, THERE MAY EXIST ENCUMBRANCES WHICH AFFECT THE PROPERTY NOT SHOWN HEREON.

LEGEND

BL = BUILDING LINE
 DE = DRAINAGE EASEMENT
 F.I.R. = FOUND IRON ROD
 S.I.R. = SET CAPPED IRON RODS 4561 IRON ROD
 P.U.E. = PUBLIC UTILITY EASEMENT
 R.P.R.D.C.T. = REAL PROPERTY RECORDS DENTON COUNTY TEXAS
 P.R.D.C.T. = PLAT RECORDS DENTON COUNTY TEXAS
 POB = PLACE OF BEGINNING
 R.O.W. = RIGHT OF WAY
 CL = CLARK'S FILE
 R = RADIUS
 L = LENGTH
 CD = CHORD DISTANCE
 CB = CHORD BEARING
 Δ = DELTA
 CL = CENTERLINE OF ROAD
 --- = PROPERTY LINE
 --- = CENTER LINE OF ROAD
 --- = EASEMENT LINE
 --- = TRACT LINE

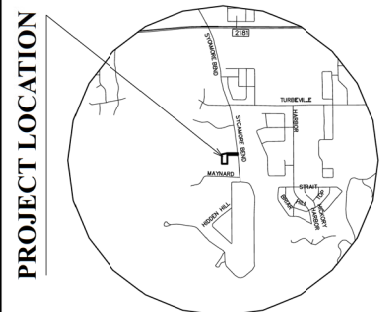
FINAL PLAT
LOT 1, BLOCK A OF
HICKORY HEIGHTS PHASE 1-A
 1.934 ACRES IN THE
M.E.P. & P.R.R. CO. SURVEY A-915
ETJ TOWN OF HICKORY CREEK
DENTON COUNTY, TEXAS

4381.35 NORTH
 DENTON, TEXAS 76207
 (940) 382-4016
LANDMARK SURVEYORS, L.L.C.
 4235 I-35 N
 DENTON, TEXAS 76207
 (940) 382-4016
 FAX (940) 387-9784
 TX FIRM REGISTRATION NO. 1009860

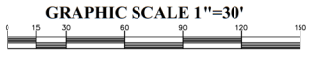
DRAWN BY: BTJL SCALE: 1"=30' DATE: 18 FEBRUARY, 2025 JOB NO. 247728

OWNER/DEVELOPER
 JESSIE C. EVANS
 LOIS A. EVANS
 1180 SYCAMORE BEND ROAD
 LAKE DALLAS, TX 75065
 214-808-1515

SURVEYOR
 LANDMARK SURVEYORS
 4235 I-35 N
 DENTON, TEXAS 76207
 (940) 382-4016



VICINITY MAP
 SCALE 1" = 2000'





March 13, 2025
AVO 37638.200

Ms. Chris Chaudoir
Town of Hickory Creek
1075 Ronald Reagan Avenue
Hickory Creek, TX 75065

**Re: Hickory Heights Phase 1-A (Lot 1, Block A)
Final Plat
1st Review**

Dear Ms. Chaudoir:

Halff received a request from the Town of Hickory Creek to review a final plat for Hickory Heights Phase 1-A, Lot 1, Block A on March 3, 2025. The owners are Jessie and Lois Evans. The surveyor is Landmark Surveyors.

Halff has reviewed the proposed final plat and does not recommend approval at this time. Halff offers the following comments below that will need to be addressed:

Final Plat

1. Please refer to Town Checklist and Plat Markups attached herein.
2. Please provide comment responses letter addressing all comments/markups provided herein with this letter.
3. Please address all Denton County comments provided March 5th regarding requirements for easement and setback lines and standard plat notes. County comments will need to be fully addressed prior to approval. (Markups)
4. Please show property owners of record for all contiguous and abutting properties to the platted property, including property owner names and recording information (Checklist and Markups)
5. Please show Town limits line on plat. (Checklist and Markups)
6. Please provide tax certificate(s) for the platted lot. (Checklist)
7. Please show all existing surface improvements (driveways, pavements, etc.) and structures for property/lot being platted. (Markups)
8. Per Subdivision Ordinance Article VIII Section 4 Paragraph 6, lot-to-lot surface drainage is prohibited on properties platted as "flag lots." Visualization of existing topography may verify if lot drainage is conveyed to street without going through abutting properties with different ownership. (Markups)
9. Please indicate remnant property of Tract 27 related to the southern and western abutting property of which ownership and recording information is not shown. (Markups)
10. A Landlocked lot is seemingly created with this plat, if this remnant lot is under Evans ownership, why is it not being platted with the overall lot? Furthermore, Denton CAD shows this remnant lot to be Lake Cities Ventures ownership per doc 2020-208352, please verify. (Markups)
11. Please see comments on the "Notes" section of the plat and address accordingly. (Markups)

12. The called Payne property shows its boundary as enclosing the remnant Smith-to-Evans (or Lake Cities Ventures) property in the southwest corner per Denton CAD, please verify. (Markups)
13. For the 20' ingress-egress easement platted with Doc 2023-24656, is there dedication, proof of abutting property owner acceptance/agreement or replat of the Evans-to-Lake Cities Ventures property that shows the 20' ingress-egress easement extending end to end on that property? Please verify. (Markups)
14. Please provide more detail on the purpose of the plat. Currently shown is platting a previously unplatted lot into a legally platted lot, but there is seemingly more to that. Plat appears to plat all of a Tract 26 with portions of Tract 27 and leave remnants of Tract 27 that are now landlocked without public road/street access or mention of remnants. Please provide greater detail on purpose and intent. (Markups)

Sincerely,

HALFF

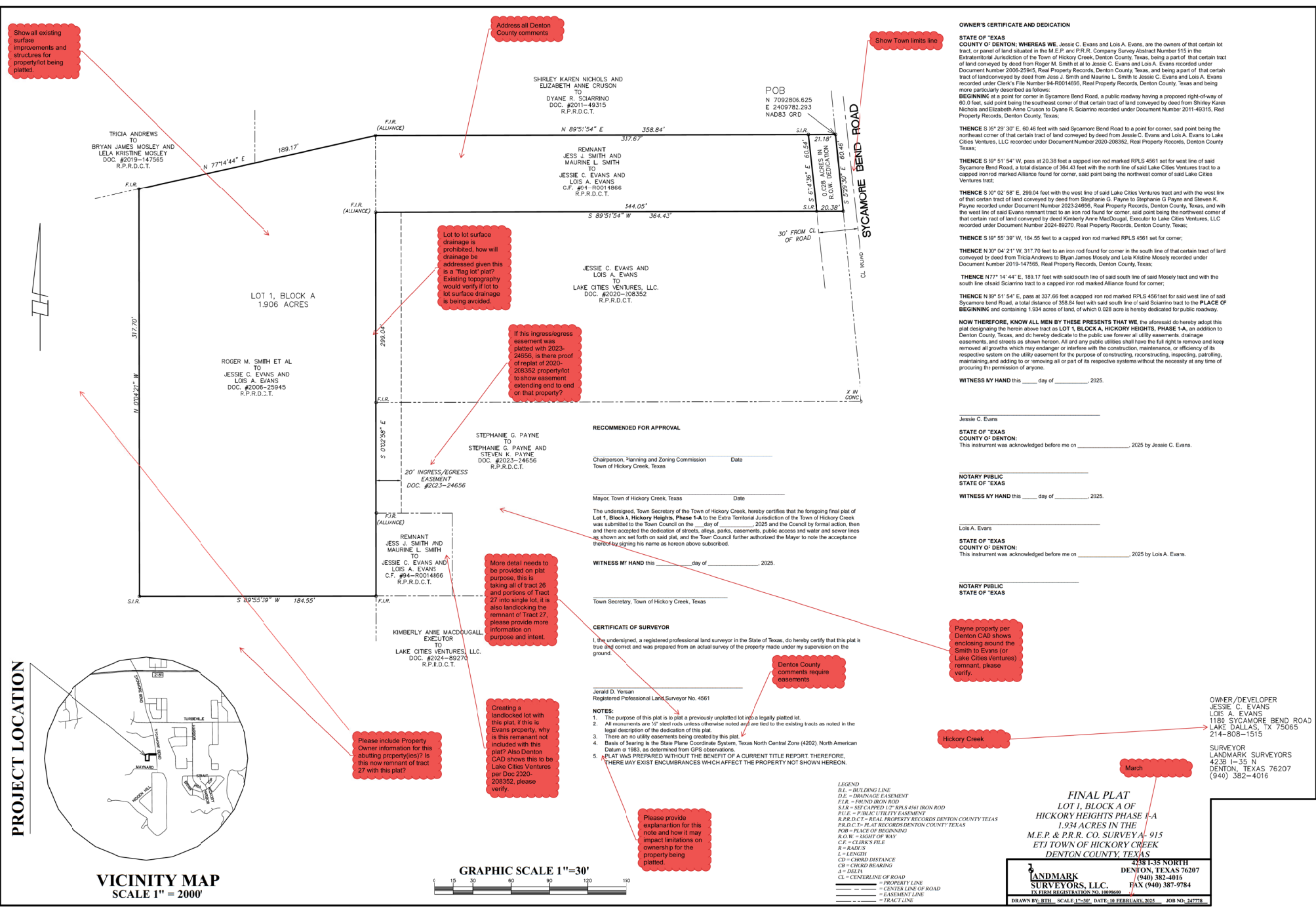
TBPELS Engineering Firm No. 312

A handwritten signature in black ink, appearing to read "Kevin Gronwaldt".

Kevin Gronwaldt, PE
Consulting Engineer for the Town of Hickory Creek

C: Kristi Rogers – Town Secretary
John Smith – Town Administrator

Attached: Final Plat Markups
Town Checklist



Show all existing surface improvements and structures for property/lot being platted.

Address all Denton County comments

Show Town limits line

Lot to lot surface drainage is prohibited, how will drainage be addressed given this is a "flag lot" plat? Existing topography would verify if lot to lot surface drainage is being avoided.

If this ingress/egress easement was plattd with 2023-24656, is there proof of replat of 2020-20652 property/lot to show easement extending end to end or that property?

More detail needs to be provided on plat purpose, this is taking all of tract 26 and portions of Tract 27 into single lot, it is also landlocking the remnant of Tract 27, please provide more information on purpose and intent.

Please include Property Owner information for this abutting property(ies)? Is this now remnant of tract 27 with this plat?

Creating a landlocked lot with this plat, if this is Evans property, why is this remnant not included with this plat? Also Denton CAD shows this to be Lake Cities Ventures per Doc 2020-20652, please verify.

Please provide explanation for this note and how it may impact limitations on ownership for the property being platted.

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 COUNTY OF DENTON; WHEREAS WE, Jessie C. Evans and Lois A. Evans, are the owners of that certain lot, tract, or parcel of land situated in the M.E.P. and P.R.R. Company Survey Abstract Number 915 in the Extrajurisdictional Jurisdiction of the Town of Hickory Creek, Denton County, Texas, being a part of that certain tract of land conveyed by deed from Roger M. Smith et al. to Jessie C. Evans and Lois A. Evans recorded under Document Number 2006-25945, Real Property Records, Denton County, Texas, and being a part of that certain tract of land conveyed by deed from Jess J. Smith and Maurine L. Smith to Jessie C. Evans and Lois A. Evans recorded under Clerk's File Number 04-R0014866, Real Property Records, Denton County, Texas and being more particularly described as follows:

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WITNESS MY HAND this ___ day of ___, 2025.

Jessie C. Evans
 STATE OF TEXAS
 COUNTY OF DENTON:
 This instrument was acknowledged before me on ___, 2025 by Jessie C. Evans.

NOTARY PUBLIC
 STATE OF TEXAS

WITNESS MY HAND this ___ day of ___, 2025.

Lois A. Evans
 STATE OF TEXAS
 COUNTY OF DENTON:
 This instrument was acknowledged before me on ___, 2025 by Lois A. Evans.

NOTARY PUBLIC
 STATE OF TEXAS

Payne property per Denton CAD shows enclosing around the Smith to Evans (or Lake Cities Ventures) remnant, please verify.

Hickory Creek

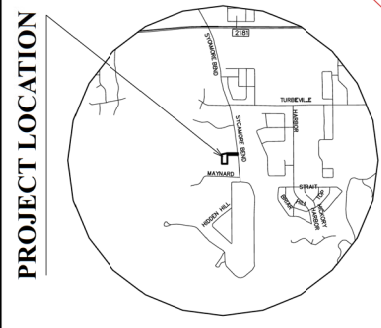
March

OWNER/DEVELOPER
 JESSIE C. EVANS
 LOIS A. EVANS
 1180 SYCAMORE BEND ROAD
 PLAC, DALLAS, TX 75065
 214-808-1515

SURVEYOR
 LANDMARK SURVEYORS
 4238 L-35 N
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FINAL PLAT
LOT 1, BLOCK A OF
HICKORY HEIGHTS PHASE 1-A
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 M.E.P. & P.R.R. CO. SURVEY-A-915
 ETJ TOWN OF HICKORY CREEK
 DENTON COUNTY, TEXAS

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 (940) 382-4016
 LANDMARK SURVEYORS, L.L.C. FAX (940) 387-9784
 TX FIRM REGISTRATION NO. 1009860
 DRAWN BY: BTJL SCALE: 1"=30' DATE: 18 FEBRUARY, 2025 JOB NO. 247728



PROJECT LOCATION

VICINITY MAP
 SCALE 1" = 2000'



- LEGEND**
- BL = BUILDING LINE
 - DL = DRAINAGE EASEMENT
 - F.I.R. = FRONT IRON ROD
 - S.I.R. = SIDE IRON ROD
 - P.U.E. = PUBLIC UTILITY EASEMENT
 - R.P.R.D.C.T. = REAL PROPERTY RECORDS DENTON COUNTY TEXAS
 - P.R.D.C.T. = PLAT RECORDS DENTON COUNTY TEXAS
 - P.O.B. = PLACE OF BEGINNING
 - R.O.W. = RIGHT OF WAY
 - C.L. = CENTERLINE
 - R = RADIUS
 - L = LENGTH
 - CD = CHORD DISTANCE
 - CB = CHORD BEARING
 - Δ = DELTA
 - CL = CENTERLINE OF ROAD
 - = PROPERTY LINE
 - = CENTERLINE OF ROAD
 - = EASEMENT LINE
 - = TRACT LINE



**TOWN OF HICKORY CREEK
ENGINEERING DESIGN MANUAL**

CHECKLISTS

Please make sure the plans you are submitting are in accordance with this checklist. The following checklist will be used during the Plan Review.

Plat Application: Preliminary Plat Preliminary Replat
 Final Plat Final Replat

Engineering Plan: Preliminary Final

Site Construction Plan: Preliminary Final Post Construction

Storm Water Management: Conceptual Preliminary Final

Project Information

A. Name of Development: Hickory Heights Phase 1-A B. Date: 2/24/25

C. Location of Development: 1180 Sycamore Bend Road, Hickory Creek, TX

D. Type of Development: Plat previous unplatted lot

E. Total area (acres): 1.934

F. Proposed Land Uses (zoning designations): Town ETJ

G. Anticipated project schedule: N/A

H. Name of Owner: Jessie and Lois Evans

I. Owner Telephone No.: 214-808-1515 J. FAX No.: _____

K. Owner Contact Name: Jessie and Lois Evans

L. Owner Address: 1180 Sycamore Bend Road, Hickory Creek, TX

M. Owner Email Address: N/A

N. Engineer/Surveyor's Name: Jerald Yensan

O. Engineer/Surveyor's Email Address: N/A

P. Engineer/Surveyor Firm: Landmark Surveyors

- 18. Number each proposed lot and block. Provide the proposed number of lots. Yes ___ No ___ N/A ___
- 19. Existing two (2) foot interval contours referenced to NAD. Yes ___ No ___ N/A ___
- 20. Proposed streets, alleys, drainage ways, parks, open spaces, easements, other public areas and other rights-of-way within the subdivision. Dimensions of all easements and rights-of-way. Yes ___ No ___ N/A ___
- 21. Dimensions for all lots. Gross acreage for all non-residential lots. Approximate acreage for areas in residential use. Approximate acreage of streets, parks, and other non-residential uses. Yes ___ No ___ N/A ___
- 22. Front building setback lines, side and rear building setback lines. Yes ___ No ___ N/A ___
- 23. Preliminary Storm Water Management Plan meeting the requirements of the Engineering Design Manual shall be submitted with the Preliminary Plat. (Checklist in App. C) Yes ___ No ___ N/A ___
- 24. Preliminary Plat approval block as described by the Subdivision Regulation Ordinance. Yes ___ No ___ N/A ___
- 25. Where the Preliminary Plat is part of a larger area owned by the Applicant that will be subsequently subdivided, provide a layout of the larger area showing the tentative layout of streets, blocks, drainage, water, sewerage, and other improvements for the larger area. Yes ___ No ___ N/A ___

FINAL PLAT CHECKLIST

- 1. Ten (10) Sets of Final Plats submitted to the Town Yes ___ No ___ N/A X
- 2. Final plats shall be placed on maximum 24" x 36" sheets and drawn to a scale of 1" = 100' or 1" = 50' unless approved in advance by the Town. 1" = 30' scale approved Yes X No ___ N/A ___
- 3. Title or name of the subdivision preceded by the words "Final Plat" Yes X No ___ N/A ___
- 4. Name address and telephone number of the owner, applicant, survey, and/or engineer. Yes X No ___ N/A ___
- 5. Vicinity map and key map if multiple sheets are needed. Yes X No ___ N/A ___
- 6. Date, written and graphic scale, and north arrow. Yes X No ___ N/A ___
- 7. Boundary line of subdivision drawn with a heavy line and with bearings, dimensions and curve data. Yes X No ___ N/A ___
- 8. Names of adjoining subdivisions with lots and blocks shown with dashed lines and/or property owners of record for all contiguous unplatted properties. Not all abutting owner information shown Yes ___ No X N/A ___

9. Town limits, if applicable. Yes ___ No N/A ___
10. Proposed streets, alleys, drainageways, parks, open spaces, easements, other public areas and other rights-of-way within the subdivision including dimensions, bearings and curve data. [Town ETJ, adhere to County requirements on easement requirements.](#) Yes ___ No ___ N/A
11. Location, dimension, description and recording information for all existing rights-of-way, railroad rights-of-way, easements or other public ways on or adjacent to the property being platted. Yes No ___ N/A ___
12. Location and description of all permanent monuments and control points Yes No ___ N/A ___
13. Final Storm Water Management Plan meeting the requirements of the Engineering Design Manual shall be submitted with the Preliminary Plat. (Checklist in App. C) Yes ___ No ___ N/A
14. Floodways / Floodplains (FEMA):
- a. Show the ultimate 100-year water surface elevation. Yes ___ No ___ N/A
 - b. Show floodplain and floodway boundaries. Yes ___ No ___ N/A
 - c. Drainage Floodway easement limits Yes ___ No ___ N/A
 - d. Minimum fill and floor elevations specified. Yes ___ No ___ N/A
15. Minimum building setback lines. [Town ETJ, adhere to County requirements on setback requirements.](#) Yes ___ No ___ N/A
16. Lot and block numbers. Yes No ___ N/A ___
17. Approval block in the form prescribed by the Subdivision Regulations Ordinance. Yes No ___ N/A ___
18. Abutting property owner names and recording information. [Not all abutting owner information shown](#) Yes ___ No N/A ___
19. Gross acreage of the land being subdivided Yes No ___ N/A ___
26. Added the note for buildings within 1,000 feet from existing oil or gas well as described by the Subdivision Regulation Ordinance. Yes ___ No ___ N/A
20. Owner's certificate of deed or dedication with the following:
- a. Metes and bounds description. Yes No ___ N/A ___
 - b. Representation that dedicators own the property. Yes No ___ N/A ___
 - c. Dedication statement. Yes No ___ N/A ___
 - d. Reference and identification or name of final plat. Yes No ___ N/A ___
 - e. Surveyor certification in the form prescribed by the Subdivision Regulation Ordinance. Yes No ___ N/A ___

21. Certificate showing all taxes have been paid. Yes ___ No N/A ___
22. A letter fully outlining and alterations from the approved Preliminary Plat. Yes ___ No ___ N/A

ENGINEERING SITE PLAN – Each Engineering Site Plan shall include:

1. Engineering Site plans shall be placed on maximum 22" x 34" sheets and drawn to a scale of 1" = 100' or 1" = 50' unless approved in advance by the Town. Yes ___ No ___ N/A ___
2. Title block in lower right hand corner including:
- a. Subdivision name with lot and block number. Yes ___ No ___ N/A ___
 - b. Area in acres. Yes ___ No ___ N/A ___
 - c. Metes and bounds description including survey name and abstract number. Yes ___ No ___ N/A ___
 - d. Town and County. Yes ___ No ___ N/A ___
 - e. Preparation Date. Yes ___ No ___ N/A ___
3. Name, address and telephone number of the owner, applicant, and surveyor/engineer. Yes ___ No ___ N/A ___
4. Vicinity map and key map, if multiple sheets are needed. Yes ___ No ___ N/A ___
5. Written scale, graphic scale and north arrow. Yes ___ No ___ N/A ___
6. Approximate distance to the nearest street. Yes ___ No ___ N/A ___
7. Site boundaries, dimensions, lot lines and lot areas. Yes ___ No ___ N/A ___
8. Legend. Yes ___ No ___ N/A ___
9. Site data summary table including:
- a. Zoning. Yes ___ No ___ N/A ___
 - b. Proposed use. Yes ___ No ___ N/A ___
 - c. Building area (gross square footage). Yes ___ No ___ N/A ___
 - d. Building height (feet and inches). Yes ___ No ___ N/A ___
 - e. Area of impervious surface. Yes ___ No ___ N/A ___
 - f. Total Parking: Required and provided. Yes ___ No ___ N/A ___
 - g. Number of handicap parking spaces. Yes ___ No ___ N/A ___
 - h. Number of dwelling units and number of bedrooms (multifamily). Yes ___ No ___ N/A ___