



Planning & Zoning Meeting

Monday, April 11, 2022 at 5:45 PM
102 W. Bailey Street, Ponder, TX 76259

NOTICE

THE PLANNING & ZONING COMMISSION FOR THE TOWN OF PONDER, TEXAS, WILL HOLD A REGULAR SESSION P&Z MEETING AT 5:45 P.M. ON MONDAY APRIL 11, 2022, IN PONDER TOWN HALL, AT 102 W. BAILEY STREET, PONDER.

REGULAR SESSION AGENDA

CALL TO ORDER

ROLL CALL

OPEN FORUM FOR CITIZEN INPUT (Please limit to 5 minutes per person and if you wish to speak on a particular agenda item, please list the agenda item next to your name).

This is a time for the public to address the P & Z Commission on any subject. However, the Texas Open Meetings Act prohibits the P & Z Commission from discussing issues which the public has not been given seventy-two (72) hours' notice. Issues raised may be referred to Town Staff for research and possible future action.

CONSENT AGENDA

1. Consider and act on approval of minutes from the January 5, 2022 Planning & Zoning Meeting.

ITEMS OF BUSINESS

2. Consider and act on approval of a Preliminary Plat for the Meadow View Acres Addition Lots 1 - 4, being a portion of a tract of land situated in the J.N. Sanderson Survey, Abstract No. 1680, Town of Ponder ETJ, Denton County, Texas, Linda French Owner. Town Engineer, George Belcheff recommends conditional approval subject to resolution of listed deficiencies and subject to final approval of Town Engineer, as stated in his review letter dated March 29, 2022.

ITEMS FOR NEXT AGENDA

ADJOURN

CERTIFICATION

I hereby certify that the above notice was posted on the bulletin board at the Ponder Town Hall at 102 W. Bailey Street, Ponder, Texas on the 7th day of April 2022, at 11:00 a.m.

Carolyn Farmer, Planning & Zoning Director

If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact our office at 940-479-7009. Reasonable accommodations will be made to assist your needs.

THE TOWN OF PONDER, TEXAS U.S.A.
102 W BAILEY ST, PONDER, TEXAS 76259
940-479-2396

MINUTES FROM PLANNING & ZONING MEETING HELD JANUARY 5, 2022

CALL TO ORDER

- Chairperson Staci Johnson called the meeting to order at 6:35 pm.

ROLL CALL

- Planning & Zoning Commission members present were Staci Johnson, John Estes, Crystal Ramsey, and Lisa Fisher.

OPEN FORUM FOR CITIZEN INPUT (Please limit to 5 minutes per person and if you wish to speak on a particular agenda item, please list the agenda item next to your name).

- No one signed up to speak.

CONSENT AGENDA

1. Approval of minutes from the Planning & Zoning meeting held December 1, 2021.
 - Member John Estes motioned to approve the September 1, 2021 meeting minutes.
 - Member Crystal Ramsey seconded.
 - Motion passed, minutes approved with 4 Ayes, 0 Nays, 0 Abstentions.

ITEMS OF BUSINESS

2. Consider and act on approval of a Final Plat for tract 1G(2), 5.26 ac., the Moncrief – Burns Addition on Moncrief Rd in the Ponder ETJ.

- Member John Estes motioned to approve the Moncrief Rd Preliminary Plat conditionally according to the recommendation from Town Engineer, George Belcheff in his review letter dated January 4, 2022, (Attached in full)
- Member Lisa Fisher seconded.
- Motion passed, Preliminary Plat conditionally approved with 4 Ayes, 0 Nays, 0 Abstentions.

ADJOURN

- Member John Estes motioned to adjourn
- Member Lisa Fisher seconded
- Motion passed, meeting adjourned at 6:39 pm with 4 Ayes, 0 Nays, 0 Abstentions

APPROVED:

Matthew Poole, Mayor

Date

ATTEST:

Carolyn Farmer
Planning & Zoning Director

Belcheff & Associates, Inc.

Municipal Engineering & Management
TBPE Reg. No. F-368

3575 Lone Star Circle, Ste. 124
Fort Worth, Texas 76177

March 29, 2022

Via e-mail to cfarmer@pondertx.com

Matthew Poole, Mayor
Staci Johnson, Chair, Planning & Zoning Commission
Town of Ponder
102 W Bailey St
Ponder, TX 76259

Re: Preliminary Plat – Meadow View Acres Addition (Ponder ETJ) (Review 2)

Dear Mayor and Chair:

Concerning the proposed Preliminary Plat submitted by Burns Surveying Texas, LLC, Garland, Texas, dated 02/08/2022, representing owners Linda French (Moncrief), Richardson, Texas, as received by the Town on February 25, 2022, the following comments are provided:

Location – within Ponder Extraterritorial Jurisdiction (ETJ), Denton County, Texas, offset to south side private Moncrief Road

Comprehensive Plan

1. Future Land Use Plan – not addressed
2. Thoroughfare Plan –
 - a) Ponder – not addressed
 - b) Denton Co. – not addressed
3. Sewer Master Plan – not addressed; no Ponder service exists
4. Water Master Plan – not addressed; no Ponder service exists

Zoning – not applicable (ETJ)

Proposed Use

Not provided

Preliminary Plat Analysis

This proposed Preliminary Plat is located within the Town's ETJ, confirmed with Denton County's online GIS mapping and is therefore subject to the Town's Subdivision Ordinance (as amended) and an Inter-Cooperative Agreement with Denton County that essentially states that the Town has exclusive jurisdiction to regulate all subdivision plats within the Town's ETJ. However, plats within the Town's ETJ within Denton County remain subject to both entity's rules and regulations, while the more stringent of the two shall apply.

Mayor Mathew Poole
 Chair Staci Johnson
 March 29, 2022
 Page 2 of 3

The plat is presented as one tract of 11.899 acres tract south of Moncrief Road, which is indicated as a private road by Denton County GIS Landmark mapping system. The applicant proposes to subdivide the tract into four lots, varying from 2.946 acres to 3.083 acres.

The applicant has not indicated a proposed use for the resulting lots. Therefore, potential impacts and resulting exactions to offset worst-case impacts have be assumed.

The plat does not indicate how water service is to be provided for each lot. The Town does not provide water or sewer service in this area and the property does not appear to be within a Water or Sewer CCN service area. Extending either service would be cost prohibitive. Since proposed lot sizes exceed County requirements (minimum 2 acres), onsite water well service with onsite sewer service, such as an aerobic system, should be possible pending permitting by Denton County. Proposed private methods of service should be noted on the Plat.

Access to the proposed lots is shown to be via a 30' access easement (to be named Linda Lane) connecting to existing Moncrief Road, which appears to be a private local roadway, not specified for ROW dedication on the County's Master Thoroughfare Plan as shown on its Feb. 4, 2021 GIS map. The surveyor should verify rights to access on the Plat from the private road.

Fire protection will be subject to County permitting without a sufficient water system for fire flows. Emergency vehicle access configuration is also subject to Denton County Fire Code requirements. Linda Lane, as proposed and appearing to be unimproved may not meet County requirements and should be verified as acceptable prior to approval of a Final Plat.

The submittal does not include a preliminary drainage study. Storm water runoff from the proposed lots generally flows to the southwest and appears to be discharged across downstream properties. Without benefit of a submitted drainage study, care should be taken to assure acceptable discharges to downstream properties prior to development of each lot. A requirement for review by the County Planning and/or Engineering Department should be noted on the plat.

Preliminary Plat deficiencies are therefore found as follows:

1. ~~An "Improvements Statement" should be provided~~—resolved
2. ~~"Denton County Certificate of Approval" should be removed~~—completed
 - a. **Provide Town approval certificates (reference Appendix A)**
3. Plat and/or application should clarify use – **not provided**
4. ~~Vicinity map should indicate Town corporate and ETJ limits~~—resolved
5. Verify acceptance of "Linda Lane" and Moncrief Road as in compliance with County Fire Code access requirements – **not provided**

Mayor Mathew Poole
 Chair Staci Johnson
 March 29, 2022
 Page 3 of 3

6. Plat should note that for each lot, prior to development or construction of any facility, County approval shall be obtained for an acceptable drainage plan – ***not provided***

Rough Proportionality Certification

The Town Engineer certifies that the exaction requirements of the Town of Ponder Subdivision Ordinance, as applied to the proposed subdivision or development, do not impose costs on the applicant for public infrastructure improvements that exceed those roughly proportionate to the impact of the proposed subdivision or development with the following conditions:

1. none

Town Engineer's Recommendation –

It is recommended that the proposed Preliminary Plat be accepted by the Town as sufficiently complete administratively for further consideration as of the date of this letter.

It is also recommended that this Preliminary Plat be conditionally approved subject to:

1. satisfactory resolution of the above listed deficiencies prior to filing subject to approval by the Town Engineer

Sincerely,

o/s

George Belcheff, P.E.
 Town Engineer for Ponder

cc: Planning & Zoning Commission/Town Council Members *via meeting packets*
 Sheri Clearman, Town Secretary *via e-mail*
 Gary Morris, Director of Public Works *via e-mail*
 Carolyn Farmer, Planning & Zoning Director *via e-mail*
 Applicant
 Surveyor



APPLICATION FOR APPROVAL SUBDIVISION OF PLAT

- Minor
- Preliminary
- Short Form
- Major
- Final
- Re-plat

Name of Proposed Development: Meadow View Acres

Applicant (Owner or Agent, Specify): Linda French (Moncrief)

Mailing Address: 101 Crystal Ct. City, State, Zip: Richardson, TX 75081

Phone: 214-505-9545 Fax: _____ Cell: 214-505-9545

Owner's Name if different: Linda Moncrief Phone: same

Owner's Address: _____ City, State, Zip: _____

Phone: _____ Fax: _____ Cell: _____

Engineer or Surveyor: Burns Surveying LLC

Mailing Address: 1529 East Interstate 30 City, State, Zip: Garland, TX 75043

Contact Email: plattng@burnssurvey.com

General Location of Subdivision: Moncrief Road, Justin, TX

Legal Description of Subdivision: J. N. Sanderson Survey, No. 1680

Number of Proposed: Acres: 11.899 Lots: 4 Blocks: 1 Streets: _____

Proposed use(s) of land (Single Family, Commercial, Industrial): ETJ

Current Zoning Classification: ETJ Does proposed use conform with current zoning? ETJ

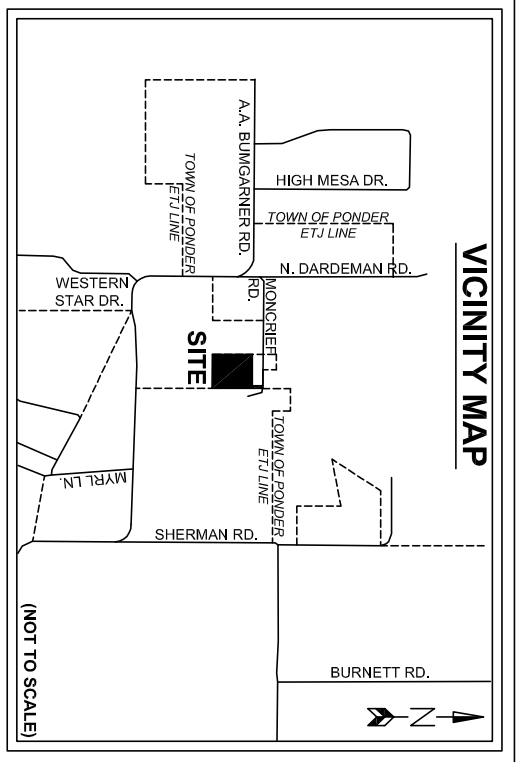
I certify that the information concerning the proposed subdivision is true and correct and that I am the owner of record or the authorized agent for the owner of the above described property. I hereby agree to comply with all provisions set forth by the Town of Ponder whether herein specified or not.

Linda French
Signature

2/18/22
Date

<input checked="" type="checkbox"/> Application complete? <input checked="" type="checkbox"/> Fee Paid \$ <u>220.⁰⁰</u> Date to appear before P&Z _____ Council _____ Remarks: _____ _____	Received by: <u>[Signature]</u> Date & Time: <u>2-25-22</u>
---	--

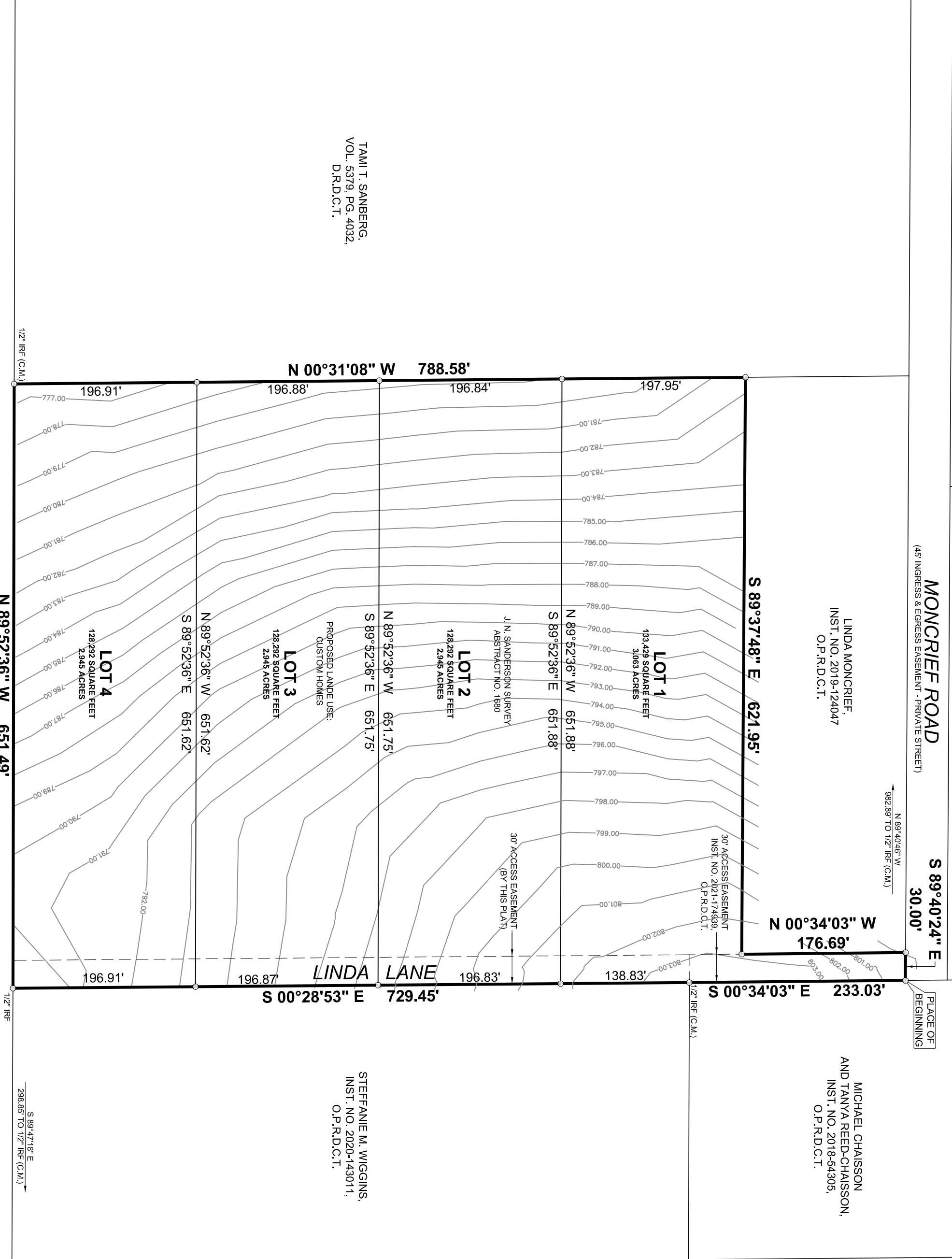
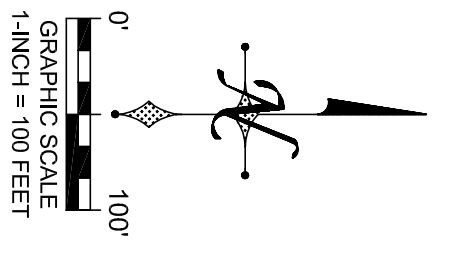
Fees: Preliminary Plat - \$200 plus \$5/ea residential lot plus \$30/ea commercial lot
 Final Plat - \$200 plus \$5/ea residential lot plus \$30/ea commercial lot
 Also due on final plat is 5% of the estimated construction costs for Engineer/Inspection fees if applicable
 Re-plat - \$200 plus \$5/ea residential lot plus \$30/ea commercial lot



JESSIE MONCRIEF,
INST. NO. 2017-100768,
O.P.R.D.C.T.

ALEXY ZAIGREBIN,
INST. NO. 2016-87867,
O.P.R.D.C.T.

J. N. SANDERSON SURVEY
ABSTRACT NO. 1680



TAMI I. SANBERG,
VOL. 5378 PG. 4032,
D.R.D.C.T.

LINDA MONCRIEF,
INST. NO. 2019-124047
O.P.R.D.C.T.

MICHAEL CHAISSON
AND TANYA REED-CHAISSON,
INST. NO. 2018-94305,
O.P.R.D.C.T.

STEFFANIE M. WIGGINS,
INST. NO. 2020-143011,
O.P.R.D.C.T.

- NOTES**
1. ALL NEW LOT CORNERS SHALL BE MONUMENTED WITH A 1/2" IRON RODS SET ALL HAVE A YELLOW PLASTIC CAP STAMPED "R.P.L.S. 3891" UNLESS OTHERWISE NOTED.
 2. ALL BEARINGS ARE BASED ON TEXAS STATE PLANE COORDINATE SYSTEM, NORTH CENTRAL ZONE, NORTH AMERICAN DATUM OF 1983. (2011).
 3. FLOOD NOTE: ACCORDING TO FLOOD INSURANCE RATE MAP (FIRM) MAP NO. 48121C0320G, DATED 04/18/2011 PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FOR DENTON COUNTY, TEXAS. THIS PROPERTY IS WITHIN ZONE X.
 4. WATER TO BE SERVICED BY PRIVATE WELLS
 5. SANITARY SEWER TO BE SERVICED BY ONSITE SEPTIC SYSTEM (AEROBIC).
 6. FOR EACH LOT, PRIOR TO DEVELOPMENT OR CONSTRUCTION OF ANY FACILITY, COUNTY APPROVAL SHALL BE OBTAINED FOR AN ACCEPTABLE DRAINAGE PLAN.

KYLA GAIL RICE,
INST. NO. 2014-73499,
O.P.R.D.C.T.

OWNER'S ACKNOWLEDGEMENT AND DEDICATION

STATE OF TEXAS &
COUNTY OF DENTON &
I, Linda Moncrief, the undersigned owner of the land shown on the plat within the area described by metes and bounds as follows:
Being all that tract of land situated in the J. N. SANDERSON SURVEY, Abstract No. 1680, Town of Powder (E.T.), Denton County, Texas, and being the same tract of land described in deed to Linda Moncrief, recorded in Instrument No. 2019-124047 and 2021-174839, Official Public Records, Denton County, Texas, and being more particularly described by metes and bounds as follows:
Beginning at a 1/2 inch iron rod with a yellow plastic cap stamped "RPLS 3891" set in the West line of a tract of land described in deed to Michael Chaiссon and Tanya Reed-Chaiссon, recorded in Instrument No. 2018-94305, Official Public Records, Denton County, Texas, at the Southeast corner of said Chaiссon tract, same being the Northwest corner of a tract of land described in deed to Michael Chaiссon and Tanya Reed-Chaiссon, recorded in Instrument No. 2018-94305, Official Public Records, Denton County, Texas, at the Southeast corner of said Chaiссon tract, and being the Northeast corner of said Moncrief tract;
Thence South 00 deg. 34 min. 03 sec. East, 233.03 feet to a 1/2 inch iron rod found at the Southwest corner of said Chaiссon tract, same being the Northwest corner of a tract of land described in deed to Michael Chaiссon and Tanya Reed-Chaiссon, recorded in Instrument No. 2018-94305, Official Public Records, Denton County, Texas;
Thence South 00 deg. 28 min. 53 sec. East, a distance of 729.45 feet to a 1/2 inch iron rod found in the North line of a tract of land described in deed to Kyla Gail Rice, recorded in Instrument No. 2014-73499, Official Public Records, Denton County, Texas, at the Southwest corner of said Rice tract;
Thence North 89 deg. 52 min. 36 sec. West, along said North line, a distance of 651.49 feet to a 1/2 inch iron rod found at the Southeast corner of a tract of land described in deed to Tammy I. Sanberg, recorded in Volume 5378, Page 4032, Deed Records, Denton County, Texas;
Thence North 00 deg. 31 min. 08 sec. West, along the East line of said Sanberg tract, a distance of 788.58 feet to a 1/2 inch iron rod with a yellow plastic cap stamped "RPLS 3891" set for corner;
Thence South 89 deg. 37 min. 48 sec. East, a distance of 621.95 feet to a 1/2 inch iron rod with a yellow plastic cap stamped "RPLS 3891" set for corner in the said South line of Michael Road;
Thence North 00 deg. 31 min. 08 sec. West, along said South line, a distance of 30.00 feet to the PLACE OF BEGINNING and containing 518,305 square feet or 11,899 acres of land;
and designated herein as the MEADOW VIEW ACRES subdivision to the Town of Powder, Texas, and being more particularly described by metes and bounds as follows:
To-wit: all streets, alleys, lanes, water courses, drains, easements, right-of-way and public places therein shown for the purpose and consideration therein expressed.

Name: Linda Moncrief
Title: Owner

Date: _____

STATE OF TEXAS &
COUNTY OF DENTON &
BEFORE ME, the undersigned authority, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purpose and considerations therein stated.
GIVEN UNDER MY HAND AND SEAL OF OFFICE, this _____ day of _____, 20__.

Notary Public in and for the State of Texas
My commission expires: _____

PRELIMINARY PLAT FOR REVIEW PURPOSE ONLY

PROPERTY ADDRESS: MONCRIEF RD., JUSTIN, TEXAS 76247

LEGEND	
D.R.D.C.T.	DEED RECORDS, DENTON COUNTY, TEXAS
O.P.R.D.C.T.	OFFICIAL PUBLIC RECORDS, DENTON COUNTY, TEXAS
C.M.	CONTROLLING MONUMENT
VOL.	VOLUME
PG.	PAGE
CAB.	CABINET
SLD.	SLIDE
INST. NO.	INSTRUMENT NUMBER
RR	IRON ROD FOUND
IRS	IRON ROD SET WITH A YELLOW PLASTIC CAP STAMPED "RPLS 3891"

SURVEYOR'S CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS:
That I, Barry S. Rhoads, a Registered Professional Land Surveyor in the State of Texas, do hereby certify that I prepared this plat from an actual and accurate survey of the land and that the corner monuments shown thereon as set were properly placed under my personal supervision in accordance with the Subdivision Ordinance of Denton County, Texas.
WITNESS MY HAND AT _____ TEXAS this _____ day of _____, 20__.

Barry S. Rhoads
Registered Professional Land Surveyor R.P.L.S. No. 3891

STATE OF TEXAS:
COUNTY OF DENTON:
I, _____, Notary Public in and for the said County and State on this day personally appeared Barry S. Rhoads, R.P.L.S. 3891, State of Texas, known to me to be the person whose name is subscribed to the foregoing instrument, acknowledged and in the capacity therein stated.
GIVEN UNDER MY HAND AND SEAL OF OFFICE, this _____ day of _____, 20__.

Notary Public in and for the State of Texas
My commission expires: _____

FINAL PLAT NOTES

1. Water sewer to be provided by private wells.
2. Sanitary sewer to be handled by facilities approved by the Denton County Health Department.
3. The maintenance of parking, grading and drainage improvements and/or easements shown on this plat are the responsibility of the individual property owners and do not constitute acceptance of same for maintenance purposes by Denton County.
4. All surface drainage easements shall be kept clear of fence, buildings, foundations, plantings, and other obstructions to the operation and maintenance of the surface drainage easements, and filling or obstructing the roadway is prohibited.
5. Blocking the flow of water or constructing improvements in the surface drainage easements, and filling or obstructing the roadway is prohibited.
6. Denton County will not be responsible for any damage, personal injury or loss of life or property occasioned by flooding or flooding conditions.
7. The existing creeks or drainage channels traversing along or across the addition will remain as open channels and will be maintained by the individual property owners of the lot or lots that are traversed by or adjacent to the drainage courses along or across the lots.
8. Construction not complete within two years of the Commissioners Court approval shall be subject to current County Subdivision Rules and Regulations.
9. A driveway culvert must be obtained from Road and Bridge Departments by the owner of each lot prior to the construction, installation or placement of any driveway access improvements within the dedicated right-of-way.
10. No construction, without written approval from Denton County shall be allowed within an easement area shown on this plat. The easement area shown on this plat is the Base Flood Elevation (BFE) will result, that no flooding will result, that no obstruction to the natural flow of water will result, and subject to all owners of the property affected by such construction becoming a party to the request. Where construction is permitted, all finished floor elevations shall be a minimum of one foot above the 100-year flood elevation.
11. Denton County shall not be responsible for maintenance of private streets, drives, emergency access easements, recreation areas and open spaces; and the owners shall be responsible for the maintenance of private streets, drives, emergency access easements, recreation areas and open spaces, and said owners agree to indemnify and hold harmless Denton County, from all claims, damages, costs, attorney's fees, and other expenses, including reasonable attorney's fees, arising out of or resulting from performance of the obligations of said owners set forth in this paragraph.
12. ELECTRIC PROVIDER: COSENY ELECTRIC
ADDRESS: 7701 S. STEWARTS FREEWAY, CORINTH, TX 76210
PHONE: 940-241-7800

CERTIFICATE OF APPROVAL

Recommended for Approval by Planning and Zoning Commission:

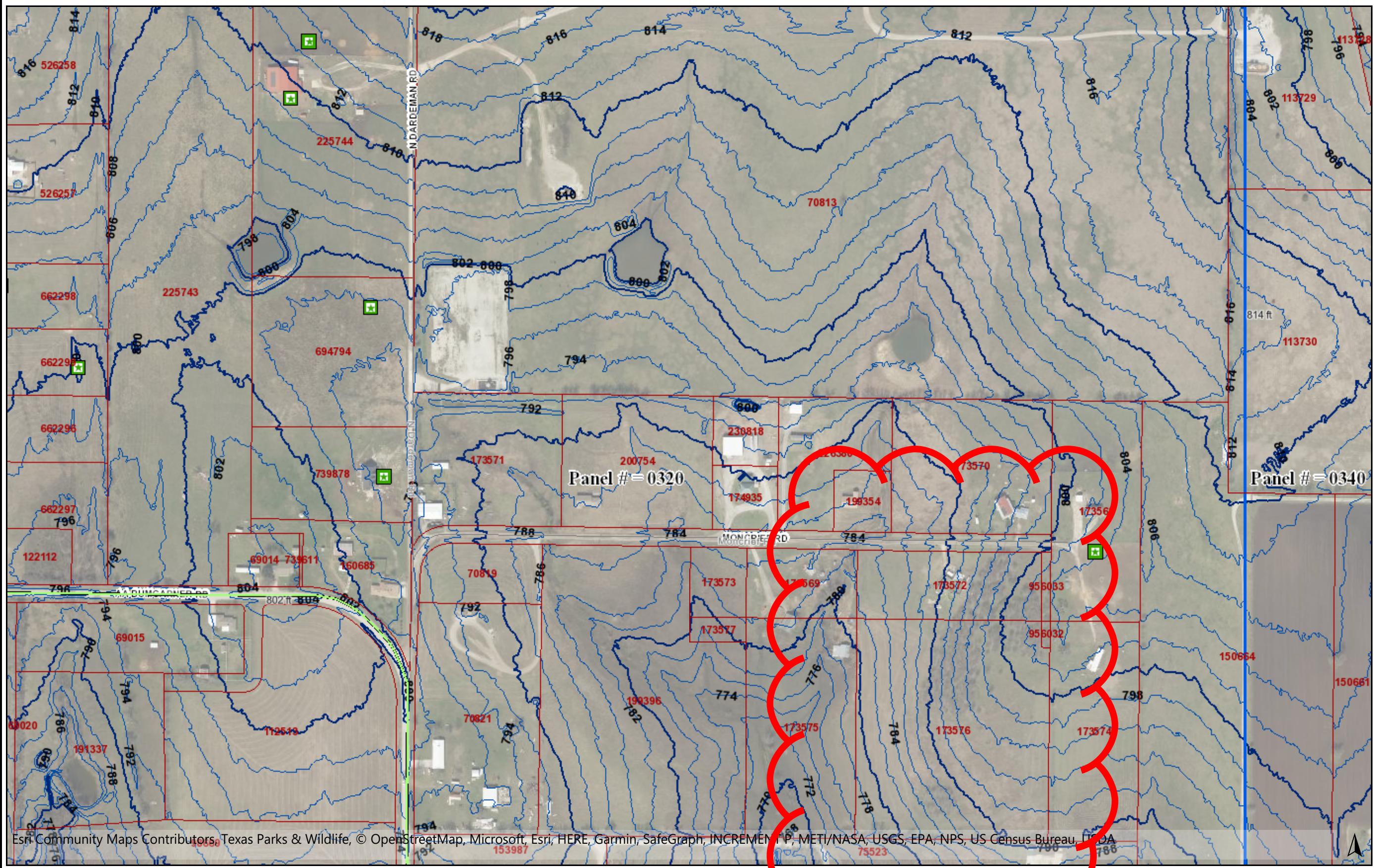
Chairman: _____
Approved by Town Council
Mayor: _____
Attested by:
Town Secretary: _____
Date of Town Council Approval: _____

PRELIMINARY PLAT MEADOW VIEW ACRES, LOTS 1 - 4

BEING A PORTION OF A TRACT OF LAND SITUATED IN THE J. N. SANDERSON SURVEY, ABSTRACT NO. 1680, TOWN OF PONDER (E.T.), DENTON COUNTY, TEXAS
OWNER: LINDA MONCRIEF
ADDRESS: 101 CRYSTAL COURT, RICHARDSON, TX 75081

BURNS SURVEYING
PROFESSIONAL LAND SURVEYORS
OFFICE: 1529 EAST INTERSTATE 30, GARLAND, TX 75043
SURVEYOR: BARRY S. RHODES - RPLS NO. 3891
FIRM NO. 10194366
WEBSITE: WWW.BURNSSURVEY.COM
PHONE: (214) 326-1090
JOB NO.: 202112117 PREPARATION DATE: 02/08/2022 DRAWN BY: TD

Denton County Landmark Map



Legend

- 911 Addresses
- Development Permits
- ▭ Parcels

Floodplain

- Cross Section Location
- Base Flood Elevation
- ▭ FEMA Floodway
- ▭ Flood Grid
- ▭ FEMA 100yr Flood Zone A
- ▭ FEMA 100yr Flood Zone AE
- ▭ FEMA 500yr Flood Zone
- Levee Protected

Notes

Esri Community Maps Contributors, Texas Parks & Wildlife, © OpenStreetMap, Microsoft, Esri, HERE, Garmin, SafeGraph, INCREMENT IP, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA

0 1000 2000 ft

<https://gis.dentoncounty.gov>

11/17/2021 3:54:01 PM

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Denton County does not guarantee the correctness or accuracy of any features on this product and assumes no responsibility in connection therewith. This product may be revised at any time without notification to any user.