



**TOWN OF SHADY SHORES
PLANNING AND ZONING COMMISSION
REGULAR SESSION
JANUARY 9, 2020; 7:00 PM
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208**

AGENDA

1. CALL TO ORDER
2. ROLL CALL
Establish a quorum
3. REGULAR BUSINESS
 1. Minutes- Consider and act on minutes of the December 5, 2019 Planning and Zoning Commission Meeting.
 2. Public Hearing
 - a) Open Public Hearing
 - b) Applicant
 - c) Those in favor
 - d) Those opposed
 - e) Rebuttal, if desired
 - f) Close Public Hearing
 3. Horseshoe B Ranch Final Plat- Consider and act on a request for a final plat made by Paul and Debbie Brown for the property legally known as 420 Fritz Lane
4. WORKSESSION
 1. Conduct a worksession relative to updates to the Subdivision Ordinance.
5. FUTURE AGENDA ITEMS
6. ADJOURN

I, _____, _____ of the Town of Shady Shores do hereby certify that the above notice of the Planning and Zoning Commission was posted on the bulletin board at the Community Center, 101 S. Shady Shores Road, Shady Shores, Texas on _____ Day of _____, _____, at _____ .M.

IN ADDITION, A QUORUM OF CITY COUNCIL MEMBERS MAY CHOOSE TO ATTEND THE PLANNING AND ZONING MEETING POSTED ABOVE. THEREFORE, THIS IS NOTICE OF A CITY COUNCIL MEETING AT THE SAME TIME AND PLACE, WITH THE SAME AGENDA AS THE P&Z MEETING. IN THE EVENT A QUORUM OF COUNCIL IS

PRESENT AT THE MEETING, NO ACTION OF THE COUNCIL WILL BE TAKEN. THIS NOTICE IS POSTED AT THE TIME STATED ABOVE.

Wendy Withers, Town Secretary



**SHADY SHORES PLANNING AND ZONING COMMISSION
DECEMBER 5, 2019; 7:00 PM
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208**

MINUTES

Allen Lea	Chairman	Present
Rebecca Morgan	Vice-Chairman	Present
Linda Winter	Commissioner	Present
Kenneth Wells	Commissioner	Present
Paul Brown	Commissioner	Present
Lynn Grimes	Commissioner-Alternate	Present

1. CALL TO ORDER

Chairman Allen Lea called the meeting to order at 7:00 pm.

2. ROLL CALL

Establish a quorum

Chairman Lea called the roll and a quorum was established for the record.

3. REGULAR BUSINESS

1. Consider and act on approval of the November 21, 2019 minutes of the Planning and Zoning Commission Minutes

Rebecca Morgan made a motion to approve the minutes of the November 21, 2019 Planning and Zoning Commission Minutes with the note that Kenneth Wells name be corrected from Watson to Wells. Linda Winter seconded the motion.

Discussion: None

Ayes: Lea, Morgan, Winter, Wells, Brown

Nays: None

The motion passed unanimously.

4. WORKSESSION

1. Conduct a work session relative to proposed changes to the Town of Shady Shores Subdivision Ordinance. Consider and take appropriate action.

Commissioners conducted a work session relative to proposed changes to the Subdivision Ordinance.

Rebecca made a motion to approve the Subdivision Ordinance with changes proposed and forward to

Town Council. Paul Brown seconded the motion.

Discussion: None

Ayes: Lea, Morgan, Winter, Wells, Brown

Nays: None

The motion passed unanimously.

2. Conduct a work session relative to the Comprehensive Zoning Plan, to include the Zoning Ordinance, the Thoroughfare Plan and the Comprehensive Zoning Map.

A work session was conducted relative to the Comprehensive Zoning Plan and updates to the Thoroughfare Plan and the Zoning Maps.

3. Conduct a work session relative to updates to the Town of Shady Shores Sign Ordinance
Jim Shepherd gave an overview of the sign ordinance.

Paul Brown made a motion to approve the Sign Ordinance for submission to the Town Council. Kenneth Wells seconded the motion.

Discussion: None

Ayes: Lea, Morgan, Winter, Wells, Brown

Nays: None

The motion passed unanimously.

5. FUTURE AGENDA ITEMS

6. ADJOURN

The meeting was adjourned at 9:15 pm.

PASSED AND APPROVED THIS THE _____ DAY OF _____, 2020.

APPROVED:

Allen Lea, Chairman

ATTEST:

Wendy Withers, Town Administrator/Secretary



AGENDA MEMORANDUM

DATE: January 9, 2020
TO: Planning and Zoning Commission
FROM: Wendy Withers, Town Administrator
SUBJECT: **Public Hearing**
a) Open Public Hearing
b) Applicant
c) Those in favor
d) Those opposed
e) Rebuttal, if desired
f) Close Public Hearing

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

PLAT APPLICATION

APPLICANT

Name JERALD YENSAN
Company LANDMARK SURVEYORS LLC
Address 4238 I-35N
Town DENTON State TX
Zip 76207 Fax (940) 387-9784
Phone (940) 382-4016
E-mail LANDMARKSV@AOL.COM

OWNER (if different from applicant)

Name _____
Company _____
Address _____
Town _____ State _____
Zip _____ Fax _____
Phone _____
E-mail _____

Action Requested (check one – please complete a new application for each action):

- ☒ Minor Plat (new subdivision of 3 or fewer lots with no new infrastructure)
☐ Minor Replat (existing subdivision to create 3 or fewer lots with no new infrastructure)
☐ Amending Plat (existing subdivision minor amendments and no new lots or infrastructure)
☐ Preliminary Plat or Replat (new subdivision of 4 or more lots or new infrastructure)
☐ Final Plat (following approval of preliminary plat and installation of new infrastructure)

Property Information:

Street address or location of property: 460 FRITZ LANE

Legal description: Survey W. DURHAM / MEET PRR Abstract 330/911

Lot _____ Block _____ Total Acreage 10.689

Attach a metes and bounds description.

By signing this form, the applicant is acknowledging that:

No hearing will be scheduled nor will any reviews commence until required application fees are received by the town. Fees are non-refundable regardless of outcome of request.

I JERALD YENSAN (printed applicant name) hereby waive by rights to approval through lack of Town action on the above referenced plat application within the time frames set forth in Texas Government Code Section 212.009, and I agree the plat submitted will be approved only by affirmative Town Council action.


APPLICANT SIGNATURE

11/25/2019
DATE

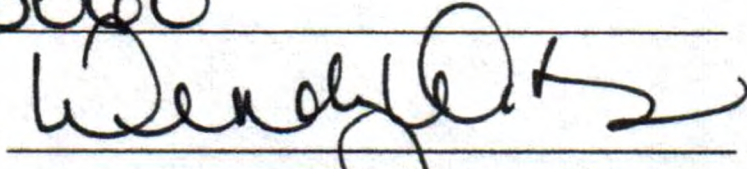
OWNER SIGNATURE

DATE

OFFICE USE ONLY BELOW

PRELIMINARY and MINOR PLATS/REPLATS

- ☐ Letters sent to property owners within 200-foot of subject property 10-days prior to meeting but no more than 20-days prior (P&Z meeting ONLY)

Date Received: 12-12-2019
Receipt #: 3
Check #: 3060
Received by: 

AFFIDAVIT OF CONFLICT OF INTEREST

THE STATE OF TEXAS §
 §
COUNTY OF DENTON §

I, Paul Brown, as a member of the P & Z Commission, make this affidavit and hereby on oath state the following: I, and/or a person or persons related to me in the first degree by either affinity or consanguinity, have a substantial interest in a business entity that would be peculiarly affected by a vote or decision of the REPLAT OF _____ as those terms are defined in Chapter 171 of the Local Government Code.

Date of Meeting: January 9th, 2019

Agenda Item Number: _____

The Business Entity is : PERSONAL OWNERSHIP

I have a substantial interest in this business entity for the following reasons: (check all which are applicable)

- ☐ Ownership of 10% or more of the voting stock or shares of the business entity.
- ☐ Ownership of 10% or \$15,000 or more of the fair market value of the business entity.
- ☐ Funds received from the business entity exceed 10% of my gross income for the previous year.
- ☒ Real property is involved and I have an equitable or legal ownership with a fair market value of at least \$2,500.
- ☐ I have a vested interest in the decision made by the City Council or Planning and Zoning Commission.
- ☐ a person who is related to me within the first degree of consanguinity (blood) or affinity (marriage) has a substantial interest in the involved real property or business entity. I have also checked which of the above types of interest my relative has in item.

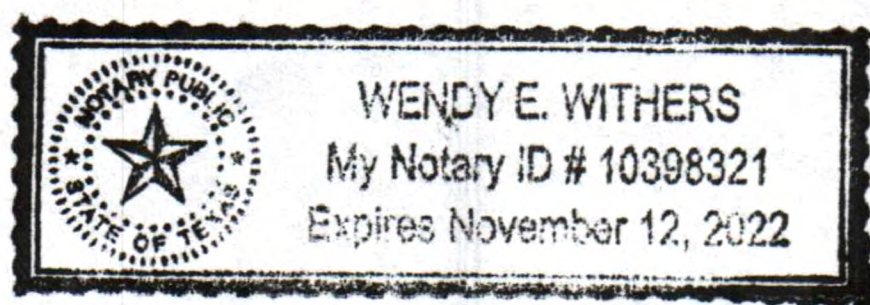
Upon the filing of this affidavit with the Official Record Keeper of the City, I affirm that I will abstain from discussion and voting on any decision involving this business entity and from any further participation on this matter whatsoever.

Signed this 5th day of December, 2019.

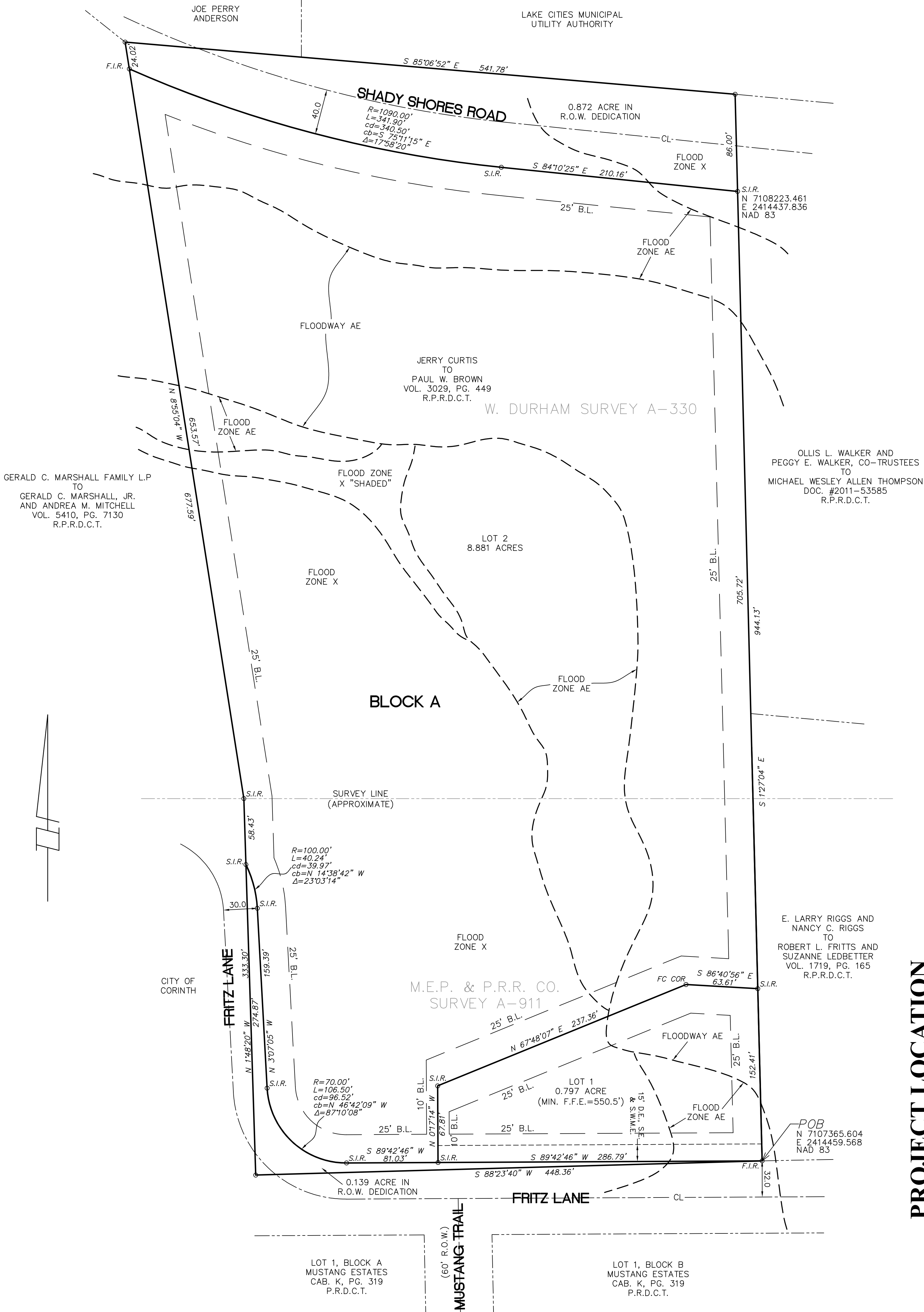
Paul W. Brown
Signature of Official
P & Z Commission Member
Title

BEFORE ME, the undersigned authority, this day personally appeared Paul W. Brown and on oath stated that the facts hereinabove stated are true to the best of their knowledge or belief.

SWORN TO AND SUBSCRIBED BEFORE ME on this 5th day of December, 2019.



Wendy E. Withers
Notary Public in and for the State of Texas



OWNER'S CERTIFICATE AND DEDICATION

STATE OF TEXAS
COUNTY OF DENTON; WHEREAS I, Paul W. Brown am the owner of that certain lot, tract, or parcel of land situated in the W. Durham Survey Abstract Number 330 and in the M.E.P. and P.R.R. Company Survey Abstract Number 911 in the Town of Shady Shores, Denton County, Texas, being all that certain tract of land conveyed by deed from Jerry Curtis to Paul W. Brown recorded in Volume 3029, Page 449, Real Property Records, Denton County, Texas, and being more particularly described as follows:

BEGINNING at an iron rod found for corner in the north line of Fritz Lane, a public roadway having a proposed right-of-way of 60.0 feet, said point being the southwest corner of that certain tract of land conveyed by deed from E. Larry Riggs and Nancy C. Riggs to Robert L. Fritts and Suzanne Ledbetter recorded in Volume 1719, Page 165, Real Property Records, Denton County, Texas;

THENCE S 88° 23' 40" W, 448.36 feet with said Fritz Lane to a point for corner;

THENCE N 01° 48' 20" W, 333.30 feet with said Fritz Lane to a capped iron rod marked RPLS 4561 set for corner, said point being the southeast corner of that certain tract of land conveyed by deed from Gerald C. Marshall Family L.P. to Gerald C. Marshall, Jr. and Andrea M. Mitchell recorded in Volume 5410, Page 7130, Real Property Records, Denton County, Texas;

THENCE N 08° 55' 04" W, 677.59 feet with the east line of said Marshall and Mitchell tract to a point for corner in Shady Shores Road, a public roadway having a right-of-way of 80.0 feet;

THENCE S 85° 06' 52" E, 541.78 feet with said Shady Shores Road to a point for corner, said point being the northwest corner of that certain tract of land conveyed by deed from Ollis L. Walker and Peggy E. Walker, Co-Trustees to Michael Wesley Allen Thompson recorded under Document Number 2011-53585, Real Property Records, Denton County, Texas;

THENCE S 01° 27' 04" E, 944.13 feet with the west line of said Thompson tract and with the west line of said Fritts and Ledbetter tract to the PLACE OF BEGINNING and containing 10.689 acres of land, of which is 1.011 acre is hereby dedicated for public roadway.

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS THAT I, the aforesaid do hereby adopt this plat designating the herein above tract as LOTS 1 AND 2, BLOCK A OF HORSESHOE B RANCH, an addition to the Town of Shady Shores, Denton County, Texas, and do hereby dedicate to the public use forever all road and utility easements, drainage easements, and streets as shown hereon. Any public utility, including the Town of Shady Shores shall have the right to move and keep moved all or part of any building, fences, trees, shrubs other growths or improvements which in any way endanger or interfere with the construction, maintenance or efficiency of its respective system on any of the easements shown on the plat. Any public utility including the Town of Shady Shores shall have the right at all times of ingress and egress to and from and upon said easements 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 _____, 2019

Paul W. Brown

STATE OF TEXAS
COUNTY OF DENTON:
This instrument was acknowledged before me on _____, 2019 by Paul W. Brown.

NOTARY PUBLIC
STATE OF TEXAS

RECOMMENDED FOR APPROVAL
Recommended for approval this ____ day of _____ A. D. 2019 by the Planning and Zoning Commission, Town of Shady Shores

Chairperson, Planning and Zoning, Town of Shady Shores

APPROVED
Approved this ____ day of _____ A. D. 2019 by the Town Council, Town of Shady Shores

Mayor, Town of Shady Shores

ATTESTED

Town Secretary

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. Yensan
Registered Professional Land Surveyor No. 4561

- NOTES:
- The purpose of this Plat is to create a second lot for a single family residence, there is already a single family residence on the larger tract.
 - Drainage will not be allowed to cross property lines.
 - All private drainage easements are to be maintained by the property owner.
 - Only portion shown of subject property lies within a special flood hazard area according to the FLOOD INSURANCE RATE MAP for Denton County and Incorporated Area, Map Number 48121C0395G, dated April 18, 2011. (Subject property lies in Zone X, Zone X Shaded, Zone AE and Zone AE Floodway.)

OWNER/DEVELOPER
PAUL BROWN
420 FRITZ LANE
SHADY SHORES, TX 76208

SURVEYOR
LANDMARK SURVEYORS
4238 I-35 N
DENTON, TEXAS 76207
(940) 382-4016

FINAL PLAT
LOTS 1 AND 2, BLOCK A
OF HORSESHOE B RANCH
10.689 ACRES IN THE
W. DURHAM SURVEY A-330 AND
THE M.E.P. & P.R.R. CO. SURVEY A-911
TOWN OF SHADY SHORES
DENTON COUNTY, TEXAS

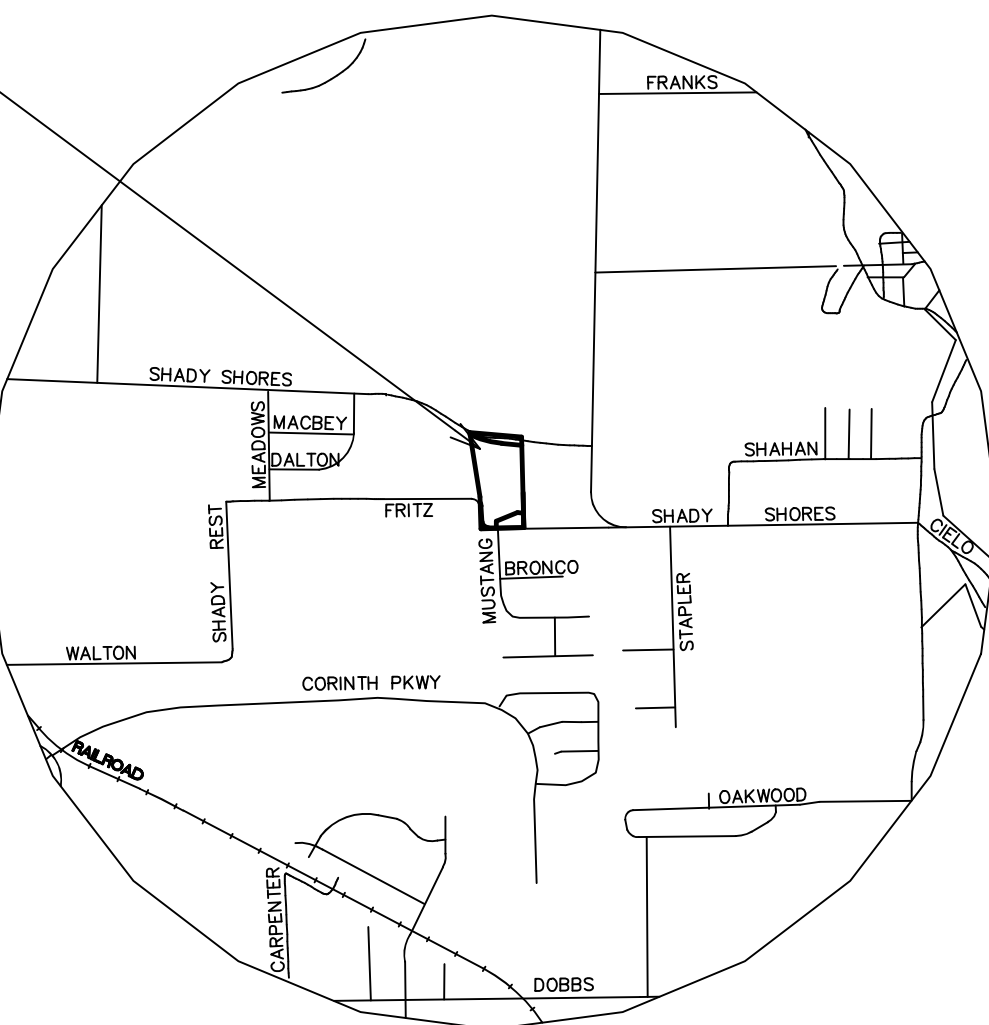
LANDMARK
SURVEYORS, L.L.C.
TX FIRM REGISTRATION NO. 10098600
4238 I-35 NORTH
DENTON, TEXAS 76207
(940) 382-4016
FAX (940) 387-9784
REVISED: 21 DECEMBER, 2019

DRAWN BY: BTH SCALE: 1"=50' DATE: 29 OCTOBER, 2019 JOB NO: 194847



- NOTES:
- PLAT WAS PREPARED WITHOUT THE BENEFIT OF A CURRENT TITLE REPORT. THEREFORE, THERE MAY EXIST ENCUMBRANCES WHICH AFFECT THE PROPERTY NOT SHOWN HEREON.
 - Basis of Bearing is the State Plane Coordinate System, Texas North Central Zone (4202), North American Datum of 1983, as determined from GPS observations.
 - Minimum finished floor elevations are based on NAVD 1988 datum.

PROJECT LOCATION



VICINITY MAP
SCALE 1" = 2000'

LEGEND
B.L. = BUILDING LINE
D.E. = DRAINAGE EASEMENT
F.I.R. = FOUND IRON ROD
S.I.R. = SET CAPPED 1/2" RPLS 4561 IRON ROD
P.U.E. = PUBLIC UTILITY EASEMENT
P.A.E. = PUBLIC ACCESS EASEMENT
U.E. = UTILITY EASEMENT
W.E. = WATER EASEMENT
S.E. = SLOPE EASEMENT
S.W.M.E. = SIDEWALK MAINTENANCE EASEMENT
FC COR = FENCE CORNER

Lot Closure Report - Lot : HORSE B RANCH

=====

file- C:\Users\Public\MICROSURVEY JOBS\JOBS2019\194847\194847.msx\lc_HORSE B RANCH.txt
Saturday, December 21, 2019, 1:39:25p.m.

Starting location (North, East) = (7107365.604, 2414459.568)

(In the table below, the Length of Curves refers to the chord length.
and the Bearing of Curves refers to the chord bearing.)

Leg	Segment	Bearing	Length	Front	End_Northing	End_Easting
---	-----	-----	-----	-----	-----	-----
1	Line	S88°23'40"W	448.360	No	7107353.042	2414011.384
2	Line	N01°48'20"W	333.300	No	7107686.177	2414000.882
3	Line	N08°55'04"W	677.590	No	7108355.576	2413895.845
4	Line	S85°06'52"E	541.780	No	7108309.435	2414435.656
5	Line	S01°27'04"E	944.130	No	7107365.607	2414459.565

Ending location (North, East) = (7107365.607, 2414459.565)

Total Distance : 2945.160
Total Traverse Stations : 6
Misclosure Direction : S42°05'21"E (from ending location to starting location)
Misclosure Distance : 0.004
Error of Closure : 1:734787.1
Frontage : 0.000
Frontage/Perimeter : 0.0 percent
AREA : 465596.819 sq. ft. (straight segment added to close traverse)
= 10.688632 Acres



December 30, 2019

Mayor Cindy Aughinbaugh
Town of Shady Shores
101 S. Shady Shores Rd.
Shady Shores, Texas 76208

Re: Plat Approval Request for Lots 1 and 2, Block A, Horseshoe B Ranch

Honorable Mayor Aughinbaugh:

The Final Plat with the revised date of December 21, 2019 has been received from Landmark Surveyors, LLC on behalf of property owner Paul Brown. Requested revisions have been made to the December 12, 2019 version of the plat I previously reviewed. The applicant is requesting approval of platting a single tract into two residential lots; Lots 1 and 2. The purpose is to create a new lot, Lot 1, for a new single family residence. There is already a single family residence on Lot 2, which is the larger of the two lots.

Based on my review of the submitted information by Landmark Surveyors, LLC I recommend the Planning and Zoning Commission and Town consider approving the plat.

Sincerely,

Binkley & Barfield, Inc.
Consulting Engineers

A handwritten signature in black ink, appearing to read 'Richard A. Arvizu', written over a light gray rectangular background.

Richard A. Arvizu, P.E., CFM
Managing Director – Municipal Infrastructure

Attachment:

- Final Plat



Page 11 of 12



AGENDA MEMORANDUM

DATE: January 9, 2020
TO: Planning and Zoning Commission
FROM: Wendy Withers, Town Administrator
SUBJECT: Conduct a worksession relative to updates to the Subdivision Ordinance.

BACKGROUND/INFORMATION:

Continue to work on updates to the Subdivision Ordinance; more specifically to address drainage issues.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY: