



**TOWN OF SHADY SHORES
PLANNING AND ZONING COMMISSION
REGULAR SESSION
FEBRUARY 8, 2024; 6:30 PM
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208**

AGENDA

TO VIEW THE MEETING LIVE: <https://shadyshorestx.civicclerk.com/>

1. CALL TO ORDER
2. ROLL CALL
Establish a quorum
3. REGULAR BUSINESS
 1. Minutes- Consider and act upon approval of the January 11, 2024 meeting minutes
 2. Public Hearing -Conduct a Public Hearing relative to a request made by Quest Trust Company FBO Rudy Susantio IRA 33776-11 for a Zoning Change of the property legally known as Keating Kove Acres Lot 4. The total acreage is 0.1446 and the proposed zoning change contains one, single family homesite. The zoning request is to change the zoning of the lot to the H-1200-4300 Historical District.
 - A) Staff Report
 - B) Open Public Hearing
 - C) Applicant
 - D) Those in Favor
 - E) Those Opposed
 - F) Rebuttal if Desired
 - G) Close Public Hearing
 3. Action Regarding Public Hearing - Consider and act on a request made by by Quest Trust Company FBO Rudy Susantio IRA 33776-11 for a Zoning Change of the property legally known as Keating Kove Acres Lot 4. The total acreage is 0.1446 and the proposed zoning change contains one, single family homesite. The zoning request is to change the zoning of the lot to the H-1200-4300 Historical District.
 4. Public Hearing -Conduct a Public Hearing relative to a request made by Quest Trust Company FBO Rudy Susantio IRA 33776-11 for a replat of the property legally known as Keating Kove Acres Lot 4. The total acreage is 0.1446 and the proposed zoning change contains one, single family homesite.
 - A) Staff Report
 - B) Open Public Hearing
 - C) Applicant
 - D) Those in Favor
 - E) Those Opposed
 - F) Rebuttal if Desired
 - G) Close Public Hearing

5. Action Regarding Public Hearing -Consider and act on a request made by Quest Trust Company FBO Rudy Susantio IRA 33776-11 for a replat of the property legally known as Keating Kove Acres Lot 4.

4. WORKSESSION

1. Conduct a worksession relative to Future Land Use and Future Development/Re-Development throughout the Town of Shady Shores.

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.

Amber Schuler, Deputy Town Secretary



**SHADY SHORES PLANNING AND ZONING COMMISSION
JANUARY 11, 2024; 6:30 PM
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208**

MINUTES

Josh Juve	Chair	Absent
Paul Brown	Vice- Chair	Present
Don Caver	Commissioner	Present
Nathan Abato	Commissioner	Present
Frank Graham	Commissioner	Present
Michael Young	Commissioner- Alternate	Present
Randal DuPape	Commissioner- Alternate	Present-voting

1. CALL TO ORDER

Vice Chair Brown called the meeting to order at 6:32 P.M.

2. ROLL CALL

Establish a quorum

Vice Chair Brown called the role and established a quorum. Alternate Commissioner Dupape was asked to move to the dais as a voting member.

3. REGULAR BUSINESS

1. Minutes- Consider and act on approval of the November 9, 2023 meeting minutes.
Commissioner Abato made a motion to approve the November 9, 2023 meeting minutes. Commissioner Dupape seconded the motion and the motion was approved.
2. Minutes- Consider and act on approval of the December 11, 2023, meeting minutes.
Commissioner Graham made a motion to approve the December 11, 2023 meeting minutes.
Commissioner Abato seconded the motion and the motion was approved.
3. Consider and act on changing the regular meeting schedule day and time.
A discussion was held considering changing the regular meeting schedule day and time. Commissioner Dupape made a motion to table this item for consideration at a future meeting. Commissioner Graham seconded the motion and the motion was approved.

4. Consider and act on designating a monthly meeting day and time that will be used for any possible special called meetings.

No action was taken.

4. WORKSESSION

1. Conduct a worksession relative to Future Land Use and Future Development/Re-Development.

A worksession was held considering future land use and development/re-development. The commissioners narrowed the scope down to a small portion of town which they labeled the Lake Front District and discussed ideas of what types of uses might be considered a good match for the area.

5. FUTURE AGENDA ITEMS

No future agenda items were discussed.

6. ADJOURN

Commissioner Dupape made a motion to adjourn and Commissioner Abato seconded the motion. The meeting was adjourned at 7:33 p.m.

Passed and approved this ____ day of _____, 2024

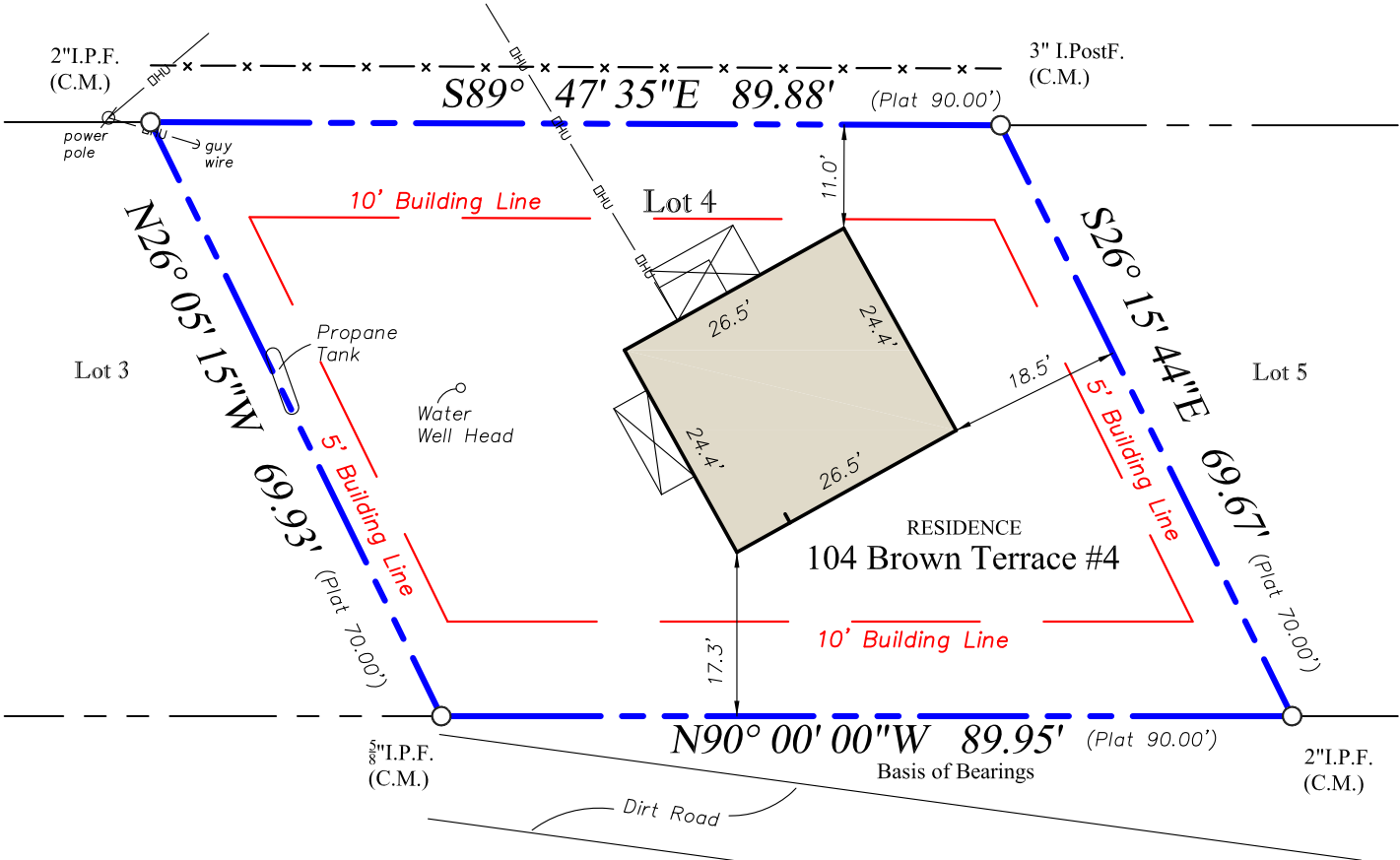
Josh Juve, Chairman

Attest:

Amber Schuler, Deputy Town Secretary

104 Brown Terrace #4

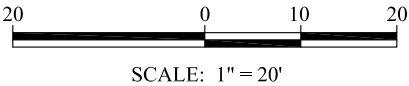
PROPERTY DESCRIPTION: All of Lot 4 in the Keating Kove Acres, an Addition in Denton County, Texas, as shown by a Map or Plat thereof recorded in Volume 395, Page 139, of the Deed Records of Denton County, Texas.



BROWN TERRACE #4
(30' ROW)

Proposed Building line
per Historial District
Standards 2.7.001 C 1,2&3.

Notes:
The following easement affects
that property lying beneath
elevation 537' (if any).
Vol. 435. Pg. 17.
The following easements
do not affect:
Vol. 1268, Pg. 471, Vol. 1268,
Pg. 473; Vol. 1143, Pg. 709.



Note:
Plat is illegible.

FLOOD NOTE: It is my opinion that the property described hereon is not within the 100-year flood zone area according to the Federal Emergency Management Agency Flood Insurance Rate Map Community-Panel No. 481135 0391H, present Effective Date of map June 19, 2020, herein property situated within Zone "X" (shaded).

LEGEND:

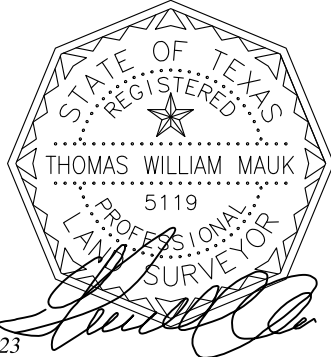
~ Boundary Line	C.M.
~ Overhead Utility Line	Controlling Monument
~ Fence Line	I.R.F.
	1/2" Iron Rod Found (unless otherwise noted)
	I.P.F.
	1/2" Iron Pipe Found
	I.R.S.
	1/2" Iron Rod Set
	"Old Town Surveying" (blue cap)



mailing address:
104 Brown Terrace #4
Shady Shores, Texas

SURVEYORS CERTIFICATION:
The undersigned does hereby certify that this survey was this day made on the ground of the property legally described hereon and is correct and to the best of my knowledge there are no visible discrepancies, conflicts, shortages in area, boundary line conflicts, encroachments, overlapping of improvements, easements or rights of way that I have been advised of except as shown hereon. Use of this document is solely intended for the transaction reflected by the G.F. Number referenced hereon. Any other use is prohibited and at user's risk.

December 20, 2021
Revised: September 22, 2023



9300 John Hickman Parkway
Suite 1202
Frisco, TX 75035
Ph.: 972.202.0411
Fax.: 469.294.9444



Old Town Surveying, LLC
Professional Land Surveyors

810 Office Park Circle, Ste. 130, Lewisville, Texas, 75057
Ph. 469-293-8079 info@oldtownsurveying.com
TFRN Number: 10194611

TOWN OF SHADY SHORES

PLATTING REQUEST PACKET

(UPDATED AUGUST 2018)



Minor Plat/Replat or Amending Plat Application Checklist

Application (completed) signed by property owner or the designated agent.
Aerial Photograph
Property Detail from Denton CAD website
6-18 x24 Paper Copies of Plat and 1 Digital Copy
3 Copies of the Topography and Preliminary Drainage Plan
One copy of private deed restrictions, if any as filed in the records of Denton County.
Payment of Required Fees
Upon Approval 4 Copies to be filed with the Denton County Clerk's Office
Certified Tax Certificates

*Prior to filing of Major Subdivision applicant must schedule a meeting with Town Staff to discuss project

Major Subdivision (5 or more lots)

Items needed in addition to those listed above

Concept Plan
Preliminary Drainage Plans

PLAT APPLICATION

APPLICANT	
Name	<u>Rudy Susantio</u>
Company	<u>104 Brown Terrace #4</u>
Address	<u>1127 Ranch II</u>
Town	<u>Shady Shores</u> State <u>TX</u>
Zip	<u>76208</u> Fax _____
Phone	<u>[REDACTED]</u>
E-mail	<u>[REDACTED]</u>

OWNER (if different from applicant)	
Name	<u>Same</u>
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 4 or fewer lots with no new infrastructure)
☒ Minor Replat (existing subdivision to create 4 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 5 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: 104 Brown Terrace #4

Legal description: Survey Keating Cove Acres Abstract _____ Property ID: 26519
Lot 4 Block _____ Total Acreage 0.1446

Attach a metes and bounds description.

Deed Number 2022 - 744

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 Rudy Susantio (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.

[Signature]
APPLICANT SIGNATURE

10/2/23
DATE

[Signature]
OWNER SIGNATURE

10/2/23
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: _____

Receipt #: _____

Check #: _____

Received by: _____



ZONING BOUNDARY CHANGE APPLICATION FORM ANNEXATION REQUEST FORM

1. Requesting:

Permanent Zoning _____
 Re-Zoning _____ (See Note*)
 Annexation _____

*Note: If requesting re-zoning, please attach a letter stating nature of re-zoning request; i.e. state present zoning district and change to specific zoning district requested.

Applicant/Company

Name:

Rudy Gusantio

Company

Address:

104 Brown Terrace # 4

Company

Phone

Number:

Company

Email:

Contact

Name:

Contact

Phone

Number:

Contact

Email:

2. Description and Location of Property:

a. Survey

and

abstract:

(Attached)

b. Attach metes and bounds description, and photos, (such as Google Earth)

c. Lot and block: (if applicable)

lot 4

d. Total number of acres:

0.1446

- e. Location 104 Brown Tunnel Hwy further described: 104 Brown Tunnel Hwy Keating Cove Acres Property ID = 26519
- f. The property is: all within the Town Limits; all within the ETJ; both
- g. Attach 8 copies of the concept plan and survey that contain:
- h. North point, scale, and date
- i. Name and address of:
- i. Applicant
 - ii. Engineer or surveyor responsible for survey of plat
- j. Survey and abstract with tract designation
- k. Location of major and/or secondary thoroughfares located with or adjacent to the property, and proposed access points to property.
- l. Location of existing or platted streets within and adjacent to the existing property
- m. Location of all existing rights of way, utility, and/or drainage easements

3. Fees (Non-Refundable): \$ Zoning requests--\$750 for first lot or acre, Plus \$100 per lot or \$500 per acre for each additional lot or acre, whichever is greater.

All fees are due and payable at the time of application. No hearing will be scheduled nor will any reviews be made until payment of required filing fees has been made. Fees are non-refundable regardless of outcome of request.

***All Zoning Requests, Platting Variance and other Professional Services require the applicant to pay all attorney review and engineering review costs + 10% Administrative Fee**

All the requirements and fees of this application are submitted to the Town of Shady Shores requesting a hearing date for a Public Hearing before the Planning and Zoning Commission and/or the Town Council as may be required. Hearing dates will be scheduled in accordance with provisions of the Town of Shady Shores Comprehensive Zoning Ordinance.

Applicant: 10/2/23 Rudy Suantho [Signature]

Date:

Accepted: _____

Date:

REQUEST FOR ZONING BOUNDARY CHANGE:

You are requested to supply the names and addresses of all property owners within 200 feet of the subject property, IN ALL DIRECTIONS.

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

List others on reverse side, if necessary.

FAILURE TO COMPLETE AND SUBMIT THIS INFORMATION WILL RESULT IN
THE REJECTION OF THE APPLICATION.

January 31, 2024

Via: E-Mail

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

Re: Approval of Request for Re-Zoning of Lot 4 KEATINGS KOVE ACRES

Honorable Mayor Cindy Aughinbaugh:

It is understood the applicant is requesting to re-zone the subject property from R-2000 zoning to Historical District zoning.

This property is located in an area suitable for this rezoning request. The applicant submitted a survey exhibit prepared by Old Town Surveying dated September 22, 2023. It shows the appropriate Historic District Regulation building setbacks of 10-foot front and rear yard setbacks and 5-foot side yard setbacks which meet the Historical District Zoning Area Regulations as noted on the exhibit. This exhibit shows an existing residential structure which has since been removed from the property as it was based on survey fieldwork made in December 2021, and has been update to serve as a Zoning Exhibit.

Further, the applicant is also preparing a replat of the subject property to show the Historical District setbacks as well, to ultimately pursue a building permit for new home construction. This re-plat documentation is forthcoming and will be reviewed upon submittal to the Town.

Based on our review of the submitted information prepared by old Town Surveying we recommend the Planning and Zoning Commission and Town consider approving the re-zoning of the subject property.

Regards,

Binkley & Barfield, Inc.



David Francis, PE
Sr Project Manager
dfrancis@binkleybarfield.com

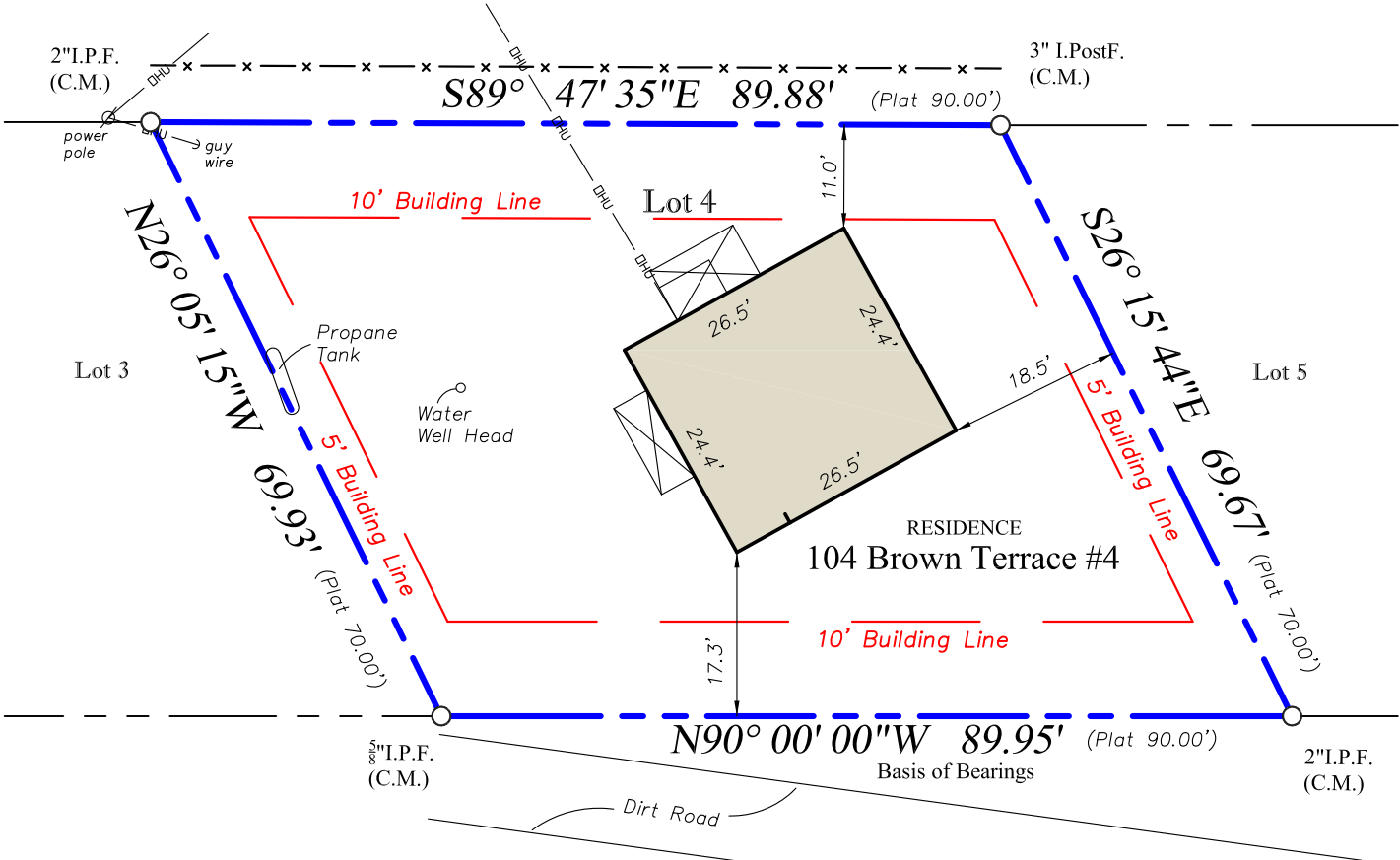
Attachments:

- Zoning Exhibit 9/22/23

cc: Amber Schuler, TRMC, CCII, Court Administrator/Deputy Town Secretary
Wendy Withers, TRMC, CMC, CPM, MPA, Town Administrator
James E. Shepherd - Town Attorney

104 Brown Terrace #4

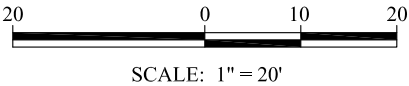
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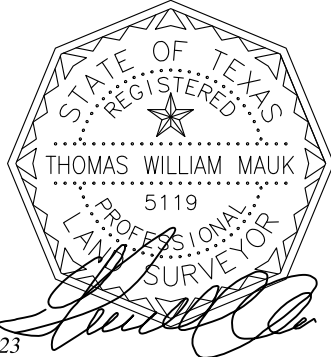
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December 20, 2021
Revised: September 22, 2023



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Old Town Surveying, LLC
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810 Office Park Circle, Ste. 130, Lewisville, Texas, 75057
Ph. 469-293-8079 info@oldtownsurveying.com
TFRN Number: 10194611